



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

City Manager's Report
June 4, 2020
Submitted by Harry R. Faulk

Manager's Office

1. The demonstration that was held on June 3rd was very peaceful. I would like to commend the Clarksburg Police Chief for his quick response to prepare and work with our local Public Safety Departments to ensure the safety of our community and the demonstrators. As a result, there were no arrests and injuries reported.
2. The Citizens Request Tracker portal was implemented last week. We have received a total of 32 requests.
3. Our weekly email blast will begin next week with emails being sent every Friday at 12:00 p.m. The email will contain reminders, community events, and other important information. There will be link on our webpage to subscribe.
4. I am currently accepting Proposals for City Attorney services from lawyers or firms experienced in municipal law. The proposal guidelines can be found on our website and the deadline to submit proposals is June 24th at 4:00 p.m.
5. Currently working on decaling on our Code Enforcement and Animal Control Vehicles so that they are easily identifiable while they are out in the community.
6. A Finance Committee meeting was held on June 3rd to discuss our currently financial status and projections.
7. The City has partnered with the Harrison-Clarksburg Health Department to provide free COVID-19 testing on Friday, June 5th and Saturday June 6th from 9 a.m. to 4 p.m. at the south end of Monticello Ave, near the Monticello Playground. ID will be required and you can drive through or walk up for testing.

Police Department

1. Purchased a UV light with grant funds to be used for sanitizing the squad room.
2. Interviews were held for the position of Canine Officer by the Harrison Co. Sheriff's Department, WV State Police, and Clarksburg Deputy Chief.
3. For the month of May, the department responded to 3,421 calls for service that led to 14 felony arrest, 98 misdemeanor arrests, 209 criminal reports, and 43 traffic accidents.
4. Five new officers will be going back to the State Police Academy on June 14th and will be graduating on June 26th.

Fire Department

1. Responded to 283 calls for service for the month of May.
2. Performed three residential inspections.
3. The fire department had a total of 702 training hours for the month of May.

Robinson Grand Performing Arts Center

1. Working on creative solutions to execute dance recitals and other events via live-stream and audio/video recording to accommodate clients who are unable to postpone or delay their events.

2. Secured \$21,000 in operational funding through the RGPAC Capital Campaign, with support from various private and corporate donors. Additional funding is expected during Q3 of 2020.
3. Submitted \$10,000 emergency grant to the Mid-Atlantic Arts Foundation under the CARES Act for arts organizations. This grant is specified to provide financial relief for staff salaries. The grant is currently under review and recipients will be awarded by July 2020.
4. The RGPAC has 4 private events scheduled during the month of June 2020. These events are all under (100) guests and will fall under the Harrison County Health Department guidelines for restaurants and bars, which includes social distancing guidelines and maintaining occupancy below 50% for each space utilized.
5. The next public event is Landau Eugene Murphy Jr., scheduled for Saturday, July 11, 2020.

City Parks

1. The park shelters and trail restrooms are now open at the Clarksburg City Park and Veterans Park.
2. Shelter restrooms will be opened when a shelter has been rented.
3. Youth baseball will start on June 8th.
4. Mini Golf will open this weekend.
5. The indoor baseball practice facility is open.
6. Broadway and Carlisle play structures will be installed in the beginning of July.

Wastewater Treatment Plant

1. The plant treated 360.8 million gallons of wastewater for the month of May, and no violations were reported.
2. Phase IV of the long-term control plan is proceeding for final agreement of the SRF loan and should be finalized in late July or early August.
3. The Fiscal Year 2020-2021 Budget has been submitted.

Code Enforcement

1. 46 Building Permits were issued for projects totaling \$470,701.91.
2. 74 Notice of Violations were issued, along with 18 citations.
3. 10 structures were condemned and 2 were added to the Demo list.
4. Performed 16 inspections.
5. 5 vehicles were tagged for removal.
6. Animal Control responded to 50 calls for service.

Finance Department

1. Closed accounts for 125 businesses that have not paid their business license registration fee for 2019-2020.
2. Mailed notices to businesses that have not paid B&O taxes over the past year.
3. Auditing street by street to ensure fire fees have been paid.

Public Works

1. Demolished 3 structures, cleaned 31 Notice of Violations orders, picked up 5 tons of yards waste, repaired 4 traffic signals, replaced signage that was damaged from graffiti.
2. Installed 5 catch basins and installed 179 feet of new sewer lines.
3. Prepped streets for up-coming paving project and repainted curbs at 14 locations.

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