



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

City Manager's Report
February 18, 2021
Submitted by Harry R. Faulk

Manager's Office

1. The FY 2021-2022 Budget Proposal has been completed and a work session to present the budget will be held next Wednesday evening at 5:00p.m. in Council Chambers.
2. Candidate forms for the upcoming municipal election will be available March 1st and the City Clerks office will be open the next two Saturdays after that during the day for candidates to file. Information is available on our website.

Police Department

1. The department has created a special task force that is going out at any given hour to search every condemned structure within the City.
2. Our two newest officers will begin training at the WV State Police Academy on March 22, 2021.
3. We are working out the kinks on the new cameras to be placed in various locations throughout the city.

Fire Department

1. Two AED's were replaced on our fire engines.
2. Our firefighters responded to a structure fire of a vacant house and saved the neighbors house with very little damage that was six feet away. Thank you, Sheetz, for the donation of hot chocolate during that incident.
3. Continuing to provide COVID-19 vaccination support at the Armory.

Finance Department

1. Several FOIA requests were completed such as Police and Fire Pensions, wages, and purchase orders.
2. One hundred and twenty-four invoices for underpayment of B&O Taxes were mailed out in the amount of \$54,482.73.
3. Engaged a third-party agency for COBRA Administrative Services to ensure continual compliance with the COBRA Act.

City Parks

1. Proposals for the operation of vending machines at Frank Loria Field, Indoor Practice Facility, River Bend Miniature Golf and Clarksburg Rec Center were opened today and will be presented to the Board at their next meeting.
2. Discussions were held between the Clarksburg Visitors Bureau to discuss working together on new projects.
3. The USDA has performed some harassment and the "Do not Feed the Geese" signage has been installed.

Robinson Grand Performing Arts Center

1. In February, the RGPAC is presenting the second season of *The Ghostlight Series* with the theme of: *A Broadway Valentine*, which will air every Friday in February at 7pm, in addition to a bonus episode on Valentine's Day. The series is an ode to musical theatre which pays homage to Broadway during these dark times and features local artists performing classic hits. All episodes can be viewed on the Robinson Grand's Facebook page or YouTube channel.

Code Enforcement

1. The Department issued 26 building permits of a total job cost of \$324,375.48.
2. Twenty-six notice of violations and 17 citations were issued. Twenty reboards were ordered for vacant structures.
3. Eleven residential and 10 commercial inspections were performed.
4. All employees attended a MS4 training seminar that was held by Thrasher Engineering.

Public Works

1. Crews have been very busy with snow removal and boarding vacant structures.
2. The City Hall and Public Works Building repainting is nearly completed.

Wastewater Treatment Plant

1. The construction at the plant has slowed due to weather conditions.
2. Several employees from the plant attended a MS4 training seminar that was held by Thrasher Engineering.

“Proud Past...Unlimited Future”