



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

City Manager's Report
December 17, 2020
Submitted by Harry R. Faulk

Manager's Office

1. Many improvements have been implemented this year. The COVID-19 pandemic has been incredibly stressful to not only management, but to all city personnel as well. Although we have had many revisions of our COVID policy, our team has remained resilient and proactive to keep everyone safe in the workplace.
2. We have retained a new city attorney this year along with hiring an inhouse IT position. These two positions have proven valuable and will help reduce costs to the taxpayers.
3. We have implemented a Fleet Vehicle GPS Management Program for all city vehicles, along with upgrading various technology systems throughout City hall to provide a much-improved level of service.
4. Communication between the City and our residents through weekly email blasts and improved social media usage, along with upgrading our video system in Council Chambers to publicly share all meetings.
5. A major overhaul of the City's Employee Policy and Procedures Manual was completed.

Police Department

1. The greatest accomplishment for the year is that no officers sustained any major or life-threatening injuries. Also, during the pandemic, the Department remained at full staff and officers that contracted COVID -19 have all recovered quickly with no lasting effects.
2. The department has increased to 46 officers and added a K-9 unit. Officers were added to the Drug Task Force, the Mountaineer Highway Interdiction Team, and SWAT.
3. The department has replaced their service pistols at no cost to the City, along with upgrading body camera's and in car video systems to be able to watch the event in real time.
4. Eight officers have obtained Field Training Officer Certification and two have become State Certified instructors.

Fire Department

1. Chief Rick Scott, Training and Safety Officer Cynthia Murphy, Captain Joseph Keough, and Lieutenant George Hayhurst have announced their retirement at the end of this year. We thank you for your many years of service and dedication to the City of Clarksburg.
2. The department has answered 3,400 calls for service for the year without any injuries to report.

Finance Department

1. Launched Project Mountaineer in conjunction with the State Auditor's Office to allow the public to utilize the OpenGov portal to view all City Finances.
2. Established an ongoing training program for employees that include HIPPA, Diversity, and Preventing Discrimination and Harassment to name a few. This program will continue every year.
3. Established an Employee Recognition Committee.
4. Closed on a \$7.5 million-dollar Clean Water State Revolving Fund loan from the WV DEP for Phase IV of the Long-Term Control Plan for the Wastewater Treatment Plant.
5. Secured over \$4 million in Care Act Grant Funding.
6. Increased enforcement of penalties on delinquent business licenses and B&O tax payments.

Robinson Grand Performing Arts Center

1. The US National Park Service & Rutgers University have selected the Robinson Grand to be highlighted as a case study in their Annual Report on the Economic Impact of the Federal Historic Tax Credit for Fiscal Year 2019.
2. The Robinson Grand Capital Campaign has collected over \$311,000 in 2020 for operational and program funding.
3. For 2020 the Center has hosted five live events, 34 private rentals, and 14 virtual events.
4. The Robinson Grand has launched a new website, please check it regularly for upcoming events.

Code Enforcement

1. Restructured the Department to have a Code Enforcement Director and hired two new officers.
2. Uniforms have been issued to everyone in the department for easy identification to the public.
3. Purchased a data management software program to improve record keeping and communication between Code, Public Works, and the Finance Department.

Public Works

1. The City secured a \$900,000 grant to repair the Leon Street Slip.
2. The Austin Ave Retaining Wall project was completed as scheduled, along with currently preparing for the future replacement of the Haymond Highway Bridge.

Wastewater Treatment Plant

1. No violations of the effluent limitations were reported for the year 2020. This is a credit to the wonderful staff at the plant.
2. Brandon Fouse has advanced to Class IV operator and Ralph Prince, Jon Wilson and David Hardy has advanced to Class II operators.

“Proud Past...Unlimited Future”