

City Manager's Report
July 7th, 2023
Submitted by Tiffany Fell

City Parks

- 1) John Cooper has retired from his position as Superintendent of Parks with 42 years of service effective June 30, 2023.
- 2) New Superintendent, Doug Comer began his employment on June 26 and assumed his duties as Superintendent on July 1.

Splash Zone :

- a. Splash Zone is in full operation with good crowds on hand in good weather.
- b. A new canopy has been ordered for the large waterslide tower and should arrive in a few weeks.

Veteran's Park Electrical Upgrade :

- a. The installation of panel boxes remains to complete the project.

Pickleball Grant :

- a. We have received the LWCF Contact documents from the Governor's Office of Economic Development and they have been signed and returned. We are awaiting our notice to proceed to move forward with the project.

Amphitheater :

- a. The "38 Special" concert was held on June 9, with over 1,500 in attendance.
- b. A "Music in the Parks" free concert was held on June 16th with several hundred in attendance to see the Queen City Funk & Soul Band.
- c. A free "Movie in the Park", "Bridesmaids" was held on July 1.
- d. "Tracy Lawrence" will perform on Friday, July 7 and "Crowder" tickets remain onsale.

Frank Loria Field :

- a. All games and practices are on schedule.

Code Enforcement

- 1) Code Enforcement issued 54 building permits for a total job cost of \$2,864,626.24, 5 citations, 1 condemnation order, 7 re-boards, 52 residential/commercial inspections, 58 animal control calls, 12 see-click-fix complaints, 7 vehicles tagged, 34 NOV's & 27 new work orders sent, 4 Work Orders completed.

- 2) Final inspection for work performed at the Chick-fil-a remodel

Economic Development

- 1) EDD staff participated in the most recent Parking Authority meeting and will be drafting a request for qualifications for an engineering firm to complete a structural assessment for the Parking Building.
- 2) Staff will be conducting fieldwork in the Central Business District to update existing property owner and operator information and compile updated use information. After completion of the Central Business District staff will focus on the Glen Elk, Adamston, Northview, and Broadway neighborhoods, and higher traveled corridors such as Milford Street, East Pike Street, and South Chestnut Street.
- 3) First Friday's in July happens this Friday! Please be sure to come out to enjoy live music, fantastic food, and events happening throughout the downtown.

Finance Department

- 1) Collections for the month of June 2023:
 - a. B&O Taxes - \$26,742.98
 - b. Business License Fees - \$21,300
 - c. Business License Penalties - \$3,254.91
 - d. Police Citations - \$75,031
 - e. Building Permit Fees - \$11,054
 - f. Compost Fees - \$1,710.60
 - g. Payment Agreements - \$6,089.53
 - h. Grass/Garbage Removal - \$2,036.70
 - i. Fire Service Fees - \$73,124.53
 - j. Fire Service Fee Liens - \$1,058.37
 - k. Accident Reports - \$1,550
 - l. Demolition Fees - \$7,508.57
- 4) **Business Licenses expired on June 30, 2023. If you have not yet renewed your business license for FY 2023-2024, please contact Cherish at (304) 624-1630**

Fire Department

- 1) The Fire Department responded to 328 calls for service for the month of June
- 2) 3 firefighters attended the first ever "Lines over Ladders" training event held at Bridgeport Fire Department

This was an intense simulation of deploying hose lines up and over ground ladders and aerial ladders.

They will return to their shifts and train them in the skills as well.

Police Department

- 1) The Police Department responded to 2,131 calls for service for the month of June.

- 2) During the month, Clarksburg Police assisted numerous law enforcement agencies in the disruption of an outlaw motorcycle group.
- 3) K9 Asta assisted with an arrest, where 1 lb. of Methamphetamine was discovered and seized, during a traffic stop.
- 4) The Detective Division, working with multiple other agencies, made an arrest of an individual, suspected of committing murder in the North View area of Clarksburg.
- 5) Preliminary testing for new Police Department hires has concluded. Background investigations will begin immediately, for the seven applicants who successfully passed the physical and written tests. Three of the which are currently certified police officers.

Public Works Department

- 1) Replaced 40 feet of 4 inch sanitary sewer lateral line
- 2) Replaced 24 feet of 6 inch sanitary sewer lateral line
- 3) Replaced 90 feet of 10 inch sanitary sewer main line
- 4) Replaced 2 storm sewer drop inlets
- 5) Cleaned 5 manholes at Oak Mound Road
- 6) Repaired 8 inch sewer line and raised 2 manholes along route 98
- 7) Maintenance to lift stations
- 8) Checked trunk line along West Fork at Park Blvd.
- 9) Responded to 8 sewer calls.
- 10) 11 camera and line locations
- 11) Responded to 9 Nov's
- 12) Assisted Water Board with water leak at West Pike Street
- 13) Performed camera inspection of sanitary and storm sewers on West Pike Street area of water leak.
- 14) Sprayed weed killer along East and West Pike Street, Main Street, Milford Street
- 15) Patched Streets thru out neighborhoods
- 16) Picked up 23500 pounds of yard waste
- 17) Processed 72000 pounds of yard waste at our compost center
- 18) Repaired 5 traffic lights issues.

- 19) Renewed yellow in 4 neighborhood areas
- 20) Remove and returned senior banners
- 21) Installed 4 historical markers
- 22) Prepped for 3 civic events
- 23) Removed graffiti at the Hewes Ave parking building.
- 24) Answered 6 - after hours page

Robinson Grand Performing Arts

- 1) 7/1 Council meeting and swearing in ceremony
- 2) 7/3 Wheeling Symphony Rain Back up (event is at the AMP)
- 3) 7/15 Wedding
- 4) 7/22 Birthday Party
- 5) 7/24 WV Community Development HUB meeting
- 6) 7/26 Holiday Movie "Inside Out"
- 7) 7/28 Steve Vai Concert
- 8) 7/29 School Reunion
- 9) 7/31-8/5 Missoula Children's Theater Camp and Performances

Wastewater Treatment Plant

- 1) The 2nd Phase of the Thickener upgrade is scheduled to begin July 24th and will take approximately a Month to complete.
- 2) The new Motor has arrived for Blower #3. We are working on getting it installed in the next week or two.
- 3) Raw Pump #1 Repair update- Still waiting on Parts from Sulzer
- 4) Public reminder: please do not put Baby Wipe & Flushable Wipes down the Drains. They do not dissolve and are not flushable!