



City of Charles Town

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MEMORANDUM TO THE MAYOR AND CITY COUNCIL

FROM: Daryl Hennessy, City Manager

SUBJECT: City Manager's Report

DATE: May 18, 2020

COMMUNITY AND ECONOMIC DEVELOPMENT

WVFest 2020. Due to ongoing restrictions on the size of gatherings caused by the current public health emergency, plans for WVFest 2020 are being reconsidered. Rather than a large community festival that engages several citizens and promotes wide-scale economic development, I have asked Liz Cook to work with our downtown businesses to determine if a size-appropriate, alternative celebration is possible. Additional details on future plans will be provided to city council as they are formalized.

CommuniTree Project at Happy Retreat. The City of Charles Town Tree Board has received a grant through Cacapon Institute's CommuniTree program to plant 16 trees at Happy Retreat. This tree planting will be unique, in that families are being recruited to plant the trees and will be given up to 10 days to plant their tree(s) to avoid the spread of coronavirus. Families have already been recruited to plant all the trees at pre-determined locations. Trees and planting materials will be on site, families will just need to bring tools and practice social distancing.

PUBLIC WORKS AND UTILITIES

Charles Town Utility Board (Board). The Board met virtually, via the Go-to-Meeting platform, on May 13 for a regular meeting. Primary topics for this meeting included: (1) water and sewer budgets for FY21; (2) a task order to evaluate the existing sewer capacity; (3) invoices and a change order request for the Route 9 sewer project; and (4) a sewer user agreement for the UDSA. Other topics discussed included a plan for advertising the utility manager position and a letter of support for the Safe Drinking Water Collaborative. Staff reported that construction on the Route 9 sewer project is now about 50% complete and on schedule for completion later this fall.