

DAILY UPDATE – Friday, April 10, 2020

CITY DEPARTMENT UPDATES

Brookshire Golf Club

- No update today.

Community Relations and Economic Development

- **Feed the Frontlines:**
 - Press Release Sent
 - Plan secured for meals for upcoming weekend into next week
 - Updated website
- **COVID -19 Test Kits to New York**
 - Press Release sent
 - Shared New York Post article
 - Field multiple media requests for interviews on the subject
- Fielded other media requests
- **Videos:**
 - Finalize Carmel Minute Construction Videos and prep to post
 - Posted Part B for Mayor's video
- Read to Feed:
 - Continue to work with CCPL regarding funding links and text donation
 - Began sending messages to community for participation
 - Already heard from 20 participants
 - Send to elected officials, dept dir, performing arts groups
- CYAP Board virtual board meeting
- Virtual demo for live feed to Carmel TV options with Omni and IT
- Followed up on Hamilton County Community Guide ad
- Explored Google Analytics website
 - Saved "Page Path" reports in Shared file and researched Google Analytics Academy.
- Updating the Restaurant list offering take out in Carmel
- Continued work for Meet Me on Main Virtual Event (Boosting Ad, working with merchants & testing out videos to market the virtual event)
- Work with Vanessa Stiles for upcoming events (pushing out Carmel Cares, Art of Wine)
- Research movies to share for Virtual Movies at Midtown event – based on Facebook polls.
- Worked on misc. invoicing and claims items, including:

- o Correspondence re: contract vendor payment schedule
- o E-mailed team and vendor re: early deadline for invoices next week
- o Filing/claims organization
- Worked on organizing contract files
- Carmel Cares working group phone call. FB page stats—Likes: 1368. Followers: 1499. #Carmel Cares Group Members: 1965

Department of Community Services

- Today in DOCS, has 23 inspections on the schedule.
- Yesterday there were four (4) permits issued for new single family house projects. Permits were also issued for two (2) new fences and a solar panel project.
- There were two (2) sign permits issued.
- On Monday the BZA Hearing Officer will convene to act on seven (7) petitions, a total of nine variances. The full BZA will also meet to act on one (1) petition, also a variance.

Engineering

- We remained steady with private development inspections and we were able to perform 22 on Thursday.
- In addition, we fielded 2 drainage concerns and issued 3 new right of way permits.
- Calls are increasing into the office regarding constituents beginning work on their property including landscaping and deck additions to their homes. Plan review continues to hold steady on getting comments out and working with private development partners. Everyone in the Department is healthy and we will begin to finish getting everyone tested over the next week.

Fire Department

- No update

Information & Technology (ICS)

- The ICS GIS group has been working on restaurant updates, trail updates, web app' training, and continued work on existing projects.
- The ICS Network & Comm's group has been working on storage upgrades, phone system provider issues, public meetings integration with Council system, and continued work on existing projects.

- The ICS Systems group has been working on digital signatures project, creating form for CRED, ticketing system, continued work on insurance app', continuing to setup new hardware, working with user's issues, and continued work on existing projects.

Legal Department

- We reviewed several record requests, reviewed and signed several record request responses.
- Reviewed contracts, drafted a contract for CRC, researched several legal issues, reviewed a cell tower lease and a storm sewer agreement, reviewed and revised a case settlement agreement, drafted a web site posting.
- Advised the Mayor and Directors on several legal matters, and handled phone calls and e-mails.

Human Resources

- Continue to coordinate test results and process employees through for testing.

Office of the Controller

- The Controller's Office is working with Human Resources regarding the determination of overtime as it relates to FEMA reimbursement.

Parks Department

- The Monon Greenway remains open, expect for the center section between Main Street and Gradle Drive, which is closed
- Closely monitoring traffic on the north and south segments of the Monon Greenway that remain open. As anticipated, usage dropped significantly with the cooler weather yesterday.
- Residents are encouraged to avoid use of the Monon Greenway when busy, consider visiting the trails within our parks as an alternative, and to always maintain social distancing.
- Parks remain open, with the exception of playgrounds and restrooms.
- The Monon Community Center, Central Park Dog Park, Central Park Skate Park remain closed until further notice.
- All CCPR programs and volunteer activities have been canceled through Memorial Day (5/25/2020).
- The online program guide has been updated to reflect the most current cancellations and adjustments due to Covid-19.

- Continuing to prepare and post virtual programs for #CarmelCares initiative in coordination with City, Carmel Clay Schools, and other local entities.
- Pre-bid meeting was held for the Carey Grove Park Improvements Project with the bid opening scheduled for 4/28/2020.
- Upgrades to the park, including a new playground and restroom facility, will be funded by bond proceeds from the Clay Township Impact Program, which legally can only be used for this capital improvement project. Work will likely begin in May, requiring the full closure of the park.
- Making plans for summer operations and the reopening of the Monon Community Center, with numerous contingencies being considered in the event closures extend into June or beyond and/or social distancing measures and restrictions on the size of gatherings remain in effect.

Police Department

- Officers responded to one call regarding mental or emotional health. The subject did not meet criteria for an immediate detention.
- Officers encountered a subject wandering around and conducted a welfare check. The subject was transported to a medical facility by the Carmel Fire Department.
- CPD received one call regarding social distancing.
- Officers continued to patrol the Monon Greenway via bicycle and on foot.
- Officers conducted 205 directed patrols and security checks.

Street Department

- Today the Street Dept. crews are doing the following:
 - 2 patch trucks
 - Storm clean up (several trees down)
 - Sweeping
 - Water all new installed sod
 - Water flowers
 - Daily Claims
 - Daily Zoom call with all managers
- Yesterday the Street Dept. did:
 - 30 Line Locates
 - 24 Phone Calls
 - 19 new Service Request
 - 7 service request closed
 - 16 New Work Orders
 - 13 Work Orders closed
- Processed Daily Claims to pay vendors

Utilities

- We had six more negative test results come back last night. So far all tests have been negative.
- Water production remains consistently up 2 to 3% from the same week last year. We remain active with water line construction, fire hydrant maintenance, and sewer line inspections.