

DAILY UPDATE – Thursday, April 16, 2020

CITY DEPARTMENT UPDATES

Brookshire Golf Club

- No update today.

Community Relations and Economic Development

- **Media**

- Respond to media inquiries.
- WTHR-13
- IndyStar
- The Current
- Several national news outlets
 - Politico
 - American City and County Magazine
 - Dr. Phil Show
 - Red Latina Communications
 - Al Jazeera
 - Huffington Post

- **Releases:**

- Begin compiling information for City of Carmel Employee COVID tests performed and positive vs. negative result number comparison.
- Holocaust Remembrance Ceremony Release

- **Carmel Cares:**

- #CarmelCares Group Members: 2166. Carmel Cares FB Page Followers: 1639. Likes: 1478.
- Carmel Cares Final Four Trivia Video Call with Mayor and Dr. Beresford.
- Week 3; Rev Up Creativity: week of activities with food, art, nature, etc.

- **Feed the Frontlines:**

- Reached out to hospitals for feedback.
- IU North would rather have only two meal options rather than more. COVID patient numbers appear to be decreasing at this time, so staff numbers in the quarantine department could decrease-may need less meals next week.
- St. Vincent's has plenty of meals for April 21st. They requested an evening meal service for April 22nd, which Muldoon's will fulfill.
- Obtained a donation of \$5,000.
- Sue is working on forecast of funds available vs. meals still needed.

- Restaurant schedule on track. Week of April 20th restaurants are booked.
- **CMYC:**
 - Week 3 of Carmel Cares initiatives:
 - Posting Physical Distancing Videos on social media
- **Events:**
 - Continued work on Holocaust Ceremony.
 - Sent final draft of speech to mayor
 - Will follow up for Mayor's speech video.
 - Discussed Veteran's Day Gift options for 2020.
 - Working on May 9th Meet Me on Main Video Stream option with AGP Productions.
 - Continued work on Ice at Center Green 2019-2020 report.
- **General:**
 - Compiled Citywide Daily Reports.
 - Continued updating COVID pages on website.
 - Continued work on purchase orders and invoices.
 - Working to implement Salesforce marketing cloud. May seek services of third party company for training on program.
 - CNAN will be holding virtual meetings. Sue Maki working on time for meeting and will send details.
 - Will share Wearing is Caring initiative on City of Carmel social media pages.

Department of Community Services

- Today there are 14 building inspections on the schedule - 10 residential, and 4 commercial
- Building permits issued thru midweek:
 - 13 residential building permits
 - 3 commercial building permits
 - 2 sign permits
 - 5 Fence permits
- Yesterday I attended the IRTC Policy Committee quarterly meetings where the IRTIP quarterly amendments were approved.
- Much of the discussion was on the new by-laws being written that reflect the MPO's new status after this year's legislation approving them as a standalone MPO.
- Yesterday I attended the US 31 Coalition Board meeting. The majority of discussion focused on the State's insistence on replacing signals with "J-turns" in the more rural areas, contrary to the goals of the Coalition.
- This morning I attended the Board meeting of the Indiana Construction Roundtable. There was much discussion about the industry impacts by Covid 19

Engineering

- On Wednesday the Engineering Department performed a total of 16 private development inspections issued 9 new right of way permits and performed 27 inspections on existing right of way permits.
- We saw two new service requests come into the office, with one being a consent to encroach and one new drainage concern.
- Our private development review continues to stay on track and this morning in coordination with DOCS we participated in a virtual TAC meeting.

Fire Department

- No update today.

Information & Technology (ICS)

- The GIS group has been working on trail updates, addressing updates, water meter updates, system's work, and continued work on existing projects.
- The Network & Comm's group has been working on bulk email delivery system, fiber conduit work, public safety communications, public meetings integration with Council system, and continued work on existing projects.
- The Systems group has been working on digital signatures project, ticketing system, continued work on debugging insurance app', continuing to setup new hardware, working with user's issues, and continued work on existing projects.

Legal Department

- Today, my Department addressed:
 - Merit Board issues
 - An issue involving the Christkindlemarkt
 - Drafted an ordinance
 - Finalized two settlement agreements and an agreed judgement
 - Reviewed discovery pleadings, reviewed several public record requests, drafted a lease amendment
 - Reviewed and signed record request responses, worked on a telecommunications issue
 - Reviewed contracts, advised the Mayor and Department Directors, and responded to emails and calls.

Human Resources

- All are healthy and productive, working mostly at home, but also occasionally in the office as necessary.
- Test results are continuing to come in less than 48 hours, so we've finally gotten into a kind of predictable rhythm. We've done 677 tests through Monday.

Office of the Controller

- The Controller's Office is organizing and scanning the City's bank statements so that the reconciliation can be performed.

Parks Department

- No report today.

Police Department

- CPD received one call related to physical distancing.
 - A sports team had organized a practice session
 - The group dispersed when asked.
- Officers continued to patrol the Monon Greenway.
- Officers conducted 187 directed patrols and security checks.

Street Department

- Today the Street Dept. crews are doing the following:
 - Patching
 - Sweeping
 - Watering Sod and Flowers
 - Fixing sod cuts from winter plowing
 - Marking concrete for paving list
 - Trash and debris pick up around downtown
 - Daily Claims
- Daily Zoom call with all managers
- Yesterday the Street Dept. did:
 - 58 Line Locates
 - 9 Phone Calls
 - 4 new Service Request
 - 5 service request closed
 - 11 New Work Orders
 - 6 Work Orders closed
 - Processed Daily Claims to pay vendors

Utilities

- No update today.