

## **DAILY UPDATE – Friday, April 17, 2020**

### **CITY DEPARTMENT UPDATES**

#### **Brookshire Golf Club**

- No update today.

#### **Community Relations and Economic Development**

- **Media:**
  - Drafted release regarding testing city employees
- **Releases:**
  - Shared Pedcor Online Shopping Release
- **Carmel Cares:**
  - #CarmelCares Group Members: 2200. Carmel Cares FB Page Followers: 1669. Likes: 1500.
- **Feed the Frontlines:**
  - Continue coordinating efforts
- **Events:**
  - Continued work on Ice at Center Green 2019-2020 report.
- **General:**
  - Compiled City wide Daily Reports.
  - Continued updating COVID pages on website and made additional changes to Council page to allow direct access to watch Council meeting.
  - Continued work on purchase orders and invoices.
  - Staff discussion regarding upcoming advertisements and adjusting from events to COVID message of thanks.
  - Video conf with Purple Inc. to discuss progress on department assessment

#### **Department of Community Services**

- Today there were 12 building inspections on the schedule - 8 residential, and 4 commercial. Two inspectors are out today using PTO.
- TAC was this week, there were three new projects reviewed (agenda attached).
- Gramercy East withdrew their petition for a new apartment building, parking garage and town houses.

- DOCS planners continue to work with Baker Tilly on updating 'New and Future Developments Summary' of the 2020 TIF Report.

### **Engineering**

- 22 private development inspections were performed on Thursday ranging from general development inspections, storm water site inspections and BMP inspections.
- We received an additional two drainage concerns.
- 10 new right of way permits were issued
- 17 right of way inspections were performed throughout the City.

### **Fire Department**

- Tomorrow morning CFD will be visit all 23 essential businesses (grocery stores, pharmacy's and hardware stores) in Carmel to discuss our communities Covid-19 response plan.

### **Information & Technology (ICS)**

- The GIS group has been working on trail updates, addressing updates, system's work, and continued work on existing projects.
- The Network & Comm's group has been working on Council meeting remote access, fiber conduit work, public safety communications, 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**

- Yesterday, my Department addressed 5G small cell tower matters, reviewed tort claims, reviewed several public record requests
- Reviewed and signed record request responses,
- Worked on an indemnification agreement
- Reviewed contracts, reviewed an operating agreement, researched the remote notary law
- Advised the Mayor and Directors, and responded to several emails and calls.

### **Human Resources**

- No updates today.

### **Office of the Controller**

- No updates today.

### **Parks Department**

- The Monon Greenway remains open, except 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. Usage has remained lower with the recent cooler weather.
  - 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 physical 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.
- CCPR staff participated in a virtual roundtable discussion with other parks departments in the state to discuss operating challenges and strategies should aquatic facilities be able to open this summer.

### **Police Department**

- CPD received one call related to physical distancing. A group was using a Carmel Clay Schools athletic field to play soccer. The group dispersed when asked. Please remember that all CCS facilities and athletic fields are currently closed.
- Officers took one person into custody on an immediate health detention after responding to a mental/emotional person call.
- Officers continued to patrol the Monon Greenway.
- Officers conducted 131 directed patrols and security checks.

### **Street Department**

- Today the Street Dept. crews are doing the following:
  - Haul collect street sweeping from bunker to the dump
  - Watering Sod & Flowers adding fertilizer
  - Clean and check inlet grates
  - Painting parking lines in IDC garage
  - Trash and debris pick up around downtown

- Daily Claims
  - Daily Zoom call with all managers
- Yesterday the Street Dept. did:
  - 62 Line Locates
  - 10 Phone Calls
  - 2 My Carmel App request for service
  - 3 new Service Request
  - 8 service requests closed
  - 17 New Work Orders
  - 22 Work Orders closed
  - Processed Daily Claims to pay vendors

## **Utilities**

- Test results for Utility employees continue to come in, with no positive results. We are in the process of getting our second round of testing done and I expect to start seeing these results today or tomorrow.
- Water production remains up about 3%. Our 30-day billing cycle closes next Wednesday at which point I will have a report that will show which group of customers are using additional water. We installed 14 new water meters over the last week and haven't seen a big drop off in our new installs over the last month.
- The bored casing underneath US 31 for the 36" water main was completed yesterday. This went well, but it is always a good day when a bore like this is completed without incident.
- The Home Place and College Avenue water line projects are ahead of schedule and overall going very well. We have been fortunate that the contractors for these projects so far have been good to work with and they are very focused on getting the work done.