

## **DAILY UPDATE – Thursday, April 30, 2020**

### **CITY DEPARTMENT UPDATES**

#### **Brookshire Golf Club**

- New pressure foggers/misters were delivered yesterday by the street department. These misters will work well with our environmentally safe disinfectant, which kills viruses in one minute of contact.
- Time is a very important factor with respect to the golf carts and the turnaround time. It is conceivable that, on a nice day, some carts could go out 3 times.
- Training by the distributor will be done today for usage of the equipment.

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

- Media Inquiries/Responses:
  - Outreach to Current on Street Dept. story
- Releases:
  - Continue drafting Meet Me on Main release
  - Finalizing draft of Feed the Frontlines update release
  - Editing press release involving Green things
- All Things Carmel:
  - Working on website, financial matters
- Carmel Cares:
  - #CarmelCares Group Members: 2,442, Carmel Cares FB Page Followers: 1789, Likes (both pages: 1588)
- Feed the Frontlines:
  - Restaurant schedule booked through May 5th
  - Continue efforts as normal
  - Finalizing press release updated contributions and restaurants
- Ads and Marketing:
  - Carmel Cares ad for Current – provided content and reviewed ad
- Events:
  - Discussed entertainment/event contracts to help determine next steps
  - Internal discussions and meeting
  - Phone call regarding Artomobilia posters
- Reconnecting Carmel:
  - Continue to update plan outline
  - Hamilton County PR Meeting

- General:
  - Compiled City wide Daily Reports
  - Continued updates to website (COVID related and general)
  - Update received from Hamilton County Master Gardners - shared on FB
  - Sharing daily news links as we get them
  - Nextdoor monitoring
  - Shared voting info on City's Nextdoor and LinkedIn
  - Compiled, processed & coded invoices, including e-mail and phone call follow-up on invoice questions.
  - Continued work on letter to 46280

### **Department of Community Services**

- Today in DOCS there are 17 building inspections scheduled - 2 commercial and 15 residential.
- Permit and inspection activity thru mid-week:
  - 74 inspections
  - 35 plan reviews and rereviews
  - 6 fence permits
  - 6 residential permits
  - 5 sign permits
- Today is the 'kick-off' call with People Speak, to initiate development of our new public meeting web portal site.

### **Engineering**

- Nine new right of way permits were issued on Wednesday.
- 18 inspections of existing right of way permits were completed.
- 6 new service requests were received consisting of 4 drainage concerns and 2 inspection requests.
- 19 private development inspections also took place across the City.

### **Fire Department**

- CFD run information for Wednesday, April 29th
- Total runs: 26
- Fire calls: 5
- EMS: 21 (0 difficulty breathing, 4 sick person)

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

- The GIS group has been working on training, regional GIS meeting, 46280 zip code update, water meters, trail updates, addressing updates, system's work, and continued work on existing projects.
- The Network & Comm's group has been working on City fiber project, video storage, public safety communications, fiber locates, and continued work on existing projects.
- The Systems group has been working on digital signatures, systems work, new ticketing system, continued work on debugging insurance app', continued work on addressing custom written app's, continuing to setup new hardware, working with user's issues, and continued work on existing projects.

### **Legal Department**

- Yesterday, my Department addressed telecommunications and utility issues, CFD pension matters, and the particulars of a tax set-off program
- Reviewed record requests, reviewed and signed record request responses
- Drafted an ordinance for DOCS
- Worked on a right-of-way vacation ordinance
- Researched several issues, drafted COVID-19 releases
- Advised the Mayor and Department Directors, and responded to discovery requests, emails and calls.

### **Human Resources**

- No update today.

### **Office of the Controller**

- The Controller's Office is reviewing cash flow receipts and disbursements to ensure adequate liquidity.

### **Parks Department**

- No update today.

### **Police Department**

- CPD conducted 170 school, park, business checks and had officers dedicated to Monon bicycle patrol.
- Officers responded to two complaints regarding people gathering and social distancing. Officers are still experiencing people attempting to use the Carmel Clay Schools athletic fields. All CCS properties, including athletic facilities are closed.

- Officers responded one call of a person experiencing a mental health crisis. That person was taken to a hospital for an immediate health detention.

### **Street Department**

- Today duties:
  - Replacing pavers around Tarkington
  - Patch Truck
  - Sweeping
  - Work on the railing on Main St
  - Making Hand Sanitizer
  - Empty trash cans and recycling cans
  - Clean filters on fountains
  - Daily Claims
  - Daily Zoom call with all managers
- Yesterday we worked on:
  - 57 Line Locates
  - 29 Phone Calls
  - 12 new Service Request
  - 3 service requests closed
  - 13 New Work Orders
  - 8 Work Orders closed
  - Processed Daily Claims to pay vendors

### **Utilities**

- No update today