

DAILY UPDATE – Thursday, May 21, 2020

CITY DEPARTMENT UPDATES

Brookshire Golf Club

- Test results for our food and beverage contractor continue to come in negative. This allows them to ramp up their service, while following state guidelines. Their weekend plan is to set up outside seating and grill out for customers, while also serving to lower numbers inside.
- Outside seating will be appropriately spaced, and sanitized like inside, and window service will still be available.

Community Relations and Economic Development

- Releases:
 - Finalized and sent 46280 zip code release
 - Finalized and sent Kroger CFD booth release
- Carmel Cares:
 - #CarmelCares Group Members: 2,538. Carmel Cares FB Page Followers: 1,847. Likes (both pages: 1,621)
 - Posting and monitoring of Facebook pages (daily)
- Advertising:
 - Coordinated additional changes for Current ad + final ad to publication
 - Worked internally with staff for photos and captions to use with Carmel Monthly ad
 - Sent to graphic designers
- Signage:
 - Completed signage placement plan for Wearing is Caring campaign
 - Continued to work on signage for larger hand sanitizing stations
- General:
 - Carmel TV and Youtube page management
 - Nextdoor, Facebook page monitoring (daily)
 - Compiled City wide Daily Reports (daily)
 - Website Updates/Management (daily)
 - Adding news links as we get them (daily)
 - Working on Arts & Design District webpage redesign
 - Music and Film Festival sponsorship packet prep
 - Budget
 - Completed Fifth Third expense report on website and sent reminder
 - Additions to Account Group Manager role on Fifth Third website

- Downloaded ad files to Shared
- Invoice question follow-up
- Started budget prep for Friday meeting with department director
- Ran Pentamation reports and input into spreadsheet invoice tracking
- Continued work on printed Spring 2020 Newsletter
- Fountain Square Committee virtual meeting
- Hamilton County PR meeting
- Johnson Controls Webinar, Reopening Our Buildings: Creating Safer Environments

Department of Community Services

- Today in DOCS there are 25 building inspections scheduled - 4 commercial and 21 residential.
- Midweek Permit Activity, 17 building permits issued:
 - 2 Commercial permits
 - 15 Residential permits
 - 2 Fence permits
 - 4 Sign permits
 - 1 Temporary Use – Food Stand
- Building permits are down for 2020 overall, the April Monthly Report indicates down by 78 permits.
 - Single Family permits (and townhouse) down by 43 over 2019 (total issued, 102)
 - Apartment permits total up by 4
 - Residential Additions up by 14
 - New Commercial permits, up by 2
 - Commercial Remodels, down by 11
 - Institutional permits, up by 2

Engineering

- On Wednesday the Department performed 14 private development inspections while also remaining focused at the Carmel Drive and Range Line Road roundabout and the City Center wall construction.
- 7 new right of way permits were issued and 3 inspections took place for open right of way permits.
- 2 new service requests were received one, being an inspection request for an inspection and one new drainage concern.

Fire Department

- No update today

Information & Technology (ICS)

- The ICS GIS group has been working on trail updates, system training, image server, fiber location mapping, and continued work on existing projects.
- The ICS Network & Comm's group has been working on a New World / GIS issue, Main speakers, camera maintenance, City fiber project, fiber locates, and continued work on existing projects.
- The ICS Systems group has been working on the system patching, Waste Water tickets, application reports, new ticketing system, certificate project, continued work on debugging insurance app', continuing to setup new hardware, working with user's issues, and continued work on existing projects.

Legal Department

- No report today.

Human Resources

- We've passed the 3,000 mark on COVID-19 tests. No new positives for over a week.
- We've now had 93% of our full-time employees tested (548 out of 590). It will take probably two weeks to organize and carry out the return-to-work testing—mostly a function of communication.

Office of the Controller

- No update today.

Parks Department

- The Monon Greenway remains open, except for the center section between Main Street and Gradle Drive, which is closed
 - Trail usage continues to be closely correlated with the 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.
 - Preparing with Street Department and Community Relations for opening of Midtown/City Center section of Monon Greenway and Midtown Plaza for Memorial Day weekend.

- Parks remain open, with the exception of playgrounds and restrooms, which will reopen on 5/24/2020.
 - The Monon Community Center, Central Park Dog Park, Central Park Skate Park remain closed until 5/24/2020.
 - Allowing members to continue suspending their pass until 6/14/2020 or 7/4/2020. Membership Billing Suspension Form must be submitted to continue to defer payments. To date, 432 members have elected to suspend their passes.
 - MCC will be available for use by members only through 7/4/2020. To date, 2,391 reservations have been made for the first week of operations.
- A snapshot of CCPR's resumption of operations plan has been released, with a phased reopening of parks, programs, and facilities beginning on May 24th.
- The full plan and other updates are available on CCPR's website in the COVID-19 Information section.
- All employees working on site are completing self-health screening before reporting to work.
- Training beginning the week of 5/18 for Monon Community Center and summer camp employees. CCPR is taking advantage of our remote learning system to provide training for information that does not require on-site training.

Police Department

- Officers conducted 148 directed patrols and security checks of schools, parks, and businesses.
- Officers investigated an incident involving battery and leaving the scene of a property damage accident. It was reported the suspect threw an item that struck the victim. The suspect left the scene in a motor vehicle and struck a parked vehicle in the process.
- Officers investigated a death that is believed to be from natural causes.
- Officers conducted a welfare check on a subject believed to be experiencing a mental health crisis. They were transported to a mental health facility for evaluation.

Street Department

- Today duties for the Street Dept. crews are:
 - Sweeping
 - Patching
 - Power washing the cap stones at Monon Tunnel
 - Make hand sanitizer
 - Finish fence on main street
 - Trash and recycling cans emptied around town
 - Water hanging baskets adding fertilizer
 - Clean filters on fountains

- Daily Claims
- Daily Zoom call with all managers
- Yesterday the Street Dept. did:
 - 76 Line Locates
 - 21 Phone Calls
 - 1 My Carmel App request for service
 - 5 new Service Request
 - 2 service request closed
 - 6 New Work Orders
 - 3 Work Orders closed
- Processed Daily Claims to pay vendors

Utilities

- The sampling with Notre Dame is a go. We will be sending at least two samples per week.
- Still no report from Biobot.
- Restoration efforts in the College/Home Place area ramp up next Tuesday. This includes regrading, re-seeding and pavement restoration where it is needed.