

DAILY UPDATE – Thursday, June 4, 2020

CITY DEPARTMENT UPDATES

Brookshire Golf Club

- No report today.

Community Relations and Economic Development

- Releases:
 - Sent Solidarity Vigil Release
 - Sent curfew lifted release
 - Sent CFD COVID info booth release
- Media Inquiries and Responses:
 - IBJ
 - Fox 59
- Carmel Cares/COVID-19 Response or Special Projects:
 - Posting and monitoring of Facebook pages (daily)
 - Teams meeting with executive director of Music and Film Festival
 - Attended Council meeting and present on Music and Film Festival
 - Attended Teams Reconnecting Carmel Task Force meeting
 - Reached out to Mitsch Design to ask about reconfiguring of space for desk areas to allow for better physical distancing
 - Finalizing Vendor Pledge
- Advertising/Signage
 - Continued work on A&DD Archway panel design focus on kindness in the community
 - Reviewed and edited Bike Carmel self-guided ride ad
 - Continued planning for Kit monthly ad
 - Continued work on updated Trivia Questions for Midtown Screen
 - Coordinated approval for sponsored content header for Current
 - Indianapolis Monthly advertising items
- Events:
 - Continued work and planning for June Meet Me on Main virtual event
 - Continued self-guided Conquer the CAB through June 7
 - Review Holocaust Ceremony
 - Updated Music on the Monon event notes to incorporate thoughts and discussion from staff meeting
 - Brief meeting with Victory Sun re: future events
 - Finalizing public survey
- General:
 - Carmel TV and YouTube page management
 - CRED staff meeting and Director's meeting
 - Nextdoor, Facebook page monitoring (daily)
 - Compiled City-wide Daily Reports (daily)

- Website Updates/Management (daily)
 - Adding news links as we get them (daily)
- Updates to staff calendars
- Continued work on Google Analytics
- E-newsletter
- Budget
 - Meeting re: Ice at Center Green '19-'20 revenue
 - Phone call re: stage repair expenses
 - Updated COVID-19 cost tracking spreadsheet with items from 6/2 claims
 - E-mails re:
 - Meeting scheduling (budget + ice)
 - Answers re: budget for social media advertising
 - ADC contract clarification

Department of Community Services

- 14 building inspections scheduled – 3 commercial and 11 residential
- The City Council voted last night to approve the Kirk site rezone to C-2.
 - Next C-2 rezone will be the NW corner of Main and Old Meridian, the Stout Shoes property and adjacent real estate.
 - The Plan Commission rezone hearing will be in July.
- The May Code Enforcement numbers were published yesterday:
 - There were 192 new cases received/input in May, 141 created by DOCS inspectors.
 - DOCS staff is managing 280 active cases among 4 inspectors.
 - They conducted 182 initial inspections and 372 re-inspections
 - They closed out 145 cases
- Tonight the Plan Commission Commercial Committee will meet remotely via Zoom to discuss three petitions:
 1. **ADLS Amend: Zotec Partners HQ** – Revisions to stormwater and landscaping plans, surface parking expansion, site lighting changes
 2. **Jackson's Grant Village PUD Rezone** – proposed mixed-use area at the northwest corner of 116th St. and Spring Mill Rd
 3. **Silvara PUD Amendment, Exmoor residences** – ordinance amendment and commitment amendment to allow zero lot line European style enclave
- DOCS staff and John Molitor meeting in Teams today about amendments to Zoning rules for Group Homes

Engineering

- The Engineering Department remains healthy and working at full strength.
- On Wednesday the Department performed 18 private development inspections consisting of 16 general inspections and 2 storm water site inspections.

- 4 new service requests were received ranging from general concerns, property inspection requests, maintenance bond inspection requests and 1 new traffic concern regarding site lines.
- 9 new right of way permits were issued and 30 inspections took place from prior right of way permits.

Fire Department

- No report today.

Information & Technology

- The ICS Dep't has 14 FTE and 1 PTE
 - 6 FTE employees are working from home
 - 1 PTE employees are working from vehicles
 - No reports of sickness at this time
- The ICS GIS group has been working on system training, water meter project, fiber location mapping, new subdivision addressing inquiries, and continued work on existing projects.
- The ICS Network & Comm's group has been working on tele-meetings, EOC staffing, new phone setups, radio work, fiber project, fiber locates, and continued work on existing projects.
- The ICS Systems group has been working on system and app' updates, certificate project, app' edits, systems work, continuing to setup new hardware, working with user's issues, and continued work on existing projects.

Legal Department

- Worked on CFD disciplinary issues, easement issues and discovery responses
- Prepared for City Court trial
- Reviewed several record requests
- Reviewed and signed initial and supplemental record request responses
- Reviewed contracts
- Attended a virtual BPW meeting
- Attended a virtual Council meeting
- Litigated in Hamilton County Superior Court
- Addressed Energy Center litigation
- Drafted an Executive Order
- Advised the Mayor and Department Directors

Human Resources

- Three weeks today without a positive test for COVID-19
- I just came back from getting my antibody test
 - AHN has a very nice set-up at Carmel Middle School
 - The process was quick, easy and efficient
- We are busy hiring summer help, doing less remotely and more face-to-face – with masks and physical distancing.

Office of the Controller

- No report today.

Parks Department

- No report today.

Police Department

- Officers responded to a report of a suspicious vehicle involving a possible medical emergency on Woodhaven Drive and determined the driver was intoxicated.
 - A stolen handgun was located during the investigation.
 - The subject was arrested for operating a vehicle while intoxicated, theft, and carrying a handgun without a license.
- Officers responded to a single-vehicle crash near the intersection of E. 106th Street and Combs Avenue.
 - The driver was transported to a local hospital and charges were filed for operating a vehicle while intoxicated.
- Officers responded to a report of a suspicious person at a business on N. Meridian Street.
 - During the investigation, it was determined the subject was in possession of a handgun and was arrested for carrying a handgun without a license.
- Officers investigated a theft that occurred at Dick's Sporting Goods in Clay Terrace.
- Officers provided security and traffic control for a protest.
- Officers conducted 137 directed patrols and security checks of schools, parks, and businesses.

Street Department

- Today's duties for the Street Dept. crews are:
 1. Sweeping
 2. Patching
 3. Pull concrete forms
 4. Patch crew on Keystone
 5. Work on Hazel Dell landscape grasses
 6. Spraying weeds around town and trees
 7. Replacing pavers around Carter Green
 8. Work on pipe repair work orders
 9. Put more hanging baskets together
 10. Replace broken mailboxes
 11. Inspectors with milling and paving contractor
 12. Watering flowers adding fertilizer
 13. Work on open streetlight/street sign work orders

14. Trash and recycling cans emptied around town and remove gum from sidewalks
 15. Clean fountain filters
 16. Daily Claims
 17. Zoom meetings with managers as needed
- Yesterday the Street Dept. did:
 1. 44 Line Locates
 2. 37 Phone Calls
 3. 0 My Carmel App requests for service
 4. 7 new Service Requests
 5. 2 service requests closed
 6. 25 New Work Orders
 7. 5 Work Orders closed
 8. Processed Daily Claims to pay vendors

Utilities

- No report today.