

DAILY UPDATE – Monday, June 22, 2020

CITY DEPARTMENT UPDATES

Brookshire Golf Club

- None to report

Community Relations and Economic Development

- Releases:
 - Completing City Hall Opening release to issue 6-22
 - Drafting 116th Street Roundabouts release to issue 6-24
- Media Inquiries and Responses:
 - None to report
- Carmel Cares/COVID-19:
 - Carmel Cares Facebook page monitoring and updates
 - 1,633 people like, 1,873 people follow, 2,579 members
 - Reviewed and finalized the following:
 - Return to work plan
 - Letter to employees
- Special Projects:
 - Finalizing list of names for Hotel Taste and Stay Testers
 - Discussed ideas and initiatives with new One Zone Chamber president
 - Worked on ideas for busker contest and reached out to potential organizers
 - Reviewed and finalized contract adjustments for Community Data Platforms
 - Discuss Monon kiosks
 - Add more contacts to salesforce
 - CMYC Virtual Meeting
- Advertising/Signage:
 - Continued work on Brews and Barrels brochure
 - Hand Sanitizing Station wraps are printed and being applied to stations
 - Planning bike education video
- Events:
 - Continued planning for Hoagy unveiling
 - Work on bullet points for CCS Electric Bus Ribbon cutting
- General:
 - Carmel TV and YouTube page management
 - Nextdoor, Facebook and other social media page monitoring (daily)
 - Compiled City-wide Daily Reports (daily)
 - Website Updates/Management (daily)
 - Adding news links as we get them (daily)
 - Purchased domain names for Brews and Barrels
 - General basecamp and calendar updates

- Finalized Holocaust ceremony thank you letters
- Newsletter
 - Finalized and issued e-newsletter
 - Continue to edit print newsletter

Department of Community Services

- 18 building inspections scheduled – 2 commercial and 16 residential
- DOCS Permit/construction activity for the week of June 15:
 - Conducted 109 building inspections: (12 commercial, 4 institutional, 93 residential)
 - Performed 45 plan reviews (5 commercial plans, 1 Institutional plan, 12 fences, 21 residential plans, 6 signs)
 - Issued 24 building permits including:
 - 6 commercial building permits
 - 1 Institutional building permit
 - 17 residential building permits, including 3 new houses
 - Issued 2 Temporary Use permits (firework stores)
 - Issued 4 fence permits
 - Issued 2 sign permits
- The Board of Zoning Appeals Hearing Officer meeting will be held this evening at 5:30, with four (4) petitions on the docket
- The regular meeting of the BZA was cancelled as there were no petitions to be heard

Engineering

- The Engineering Department remains working at full strength
- For the week of June 15th, the Department performed 76 inspections on private development projects, predominantly made up of General Inspections
- 12 new service requests came into the Department with 5 being drainage concerns, general complaints and 3 miscellaneous concerns
- A total of 27 right of way permits were issued during the week

Fire Department

- None to report

Information and Technology

- The ICS Dep't has 14 FTE and 1 PTE
 - 5 FTE employees are working from home
 - 1 PTE employee is working from vehicles
 - No reports of sickness at this time
- The ICS GIS group has been working on mapping changes, map work for CPE & CFD, and continued work on existing projects

- The ICS Network & Comm's group has been working on WWTP gate access, City Hall temperature tester connection, new Courts location, fiber project, fiber locates, and continued work on existing projects
- The ICS Systems group has been working on WWTP computers, computer moves for returning staff, certificate project, continuing to setup new hardware for user migration, working with user's issues, and continued work on existing projects

Legal Department

- Addressed easement issues, FF discipline, an ongoing Code enforcement issue, the Zagster matter and the Energy Center litigation
- Reviewed several record requests
- Reviewed and signed initial and supplemental record request responses
- Reviewed contracts
- Advised Mayor, Department Directors and Councilors
- Responded to emails and calls

Human Resources

- None to report

Office of the Controller

- None to report

Parks Department

- None to report

Police Department

- CPD had officers dedicated to the Monon Trail on foot and bicycle patrol
- Officers investigated a stolen truck from Teaberry Lane
 - The vehicle was recovered in Indianapolis a short time later
- A stolen vehicle was recovered on Bradenburg Drive
 - It is believed to be involved with the above stolen vehicle
- Officers investigated a theft of tools from a truck on Morristown Court
- Officers assisted a man in mental/emotional crisis
 - Officers transported him to the hospital for evaluation
- Officers investigated vandalism to the police statue at Main Street and the Monon Trail
 - A male subject defaced the statue with red paint.
- Officers responded to numerous accidents over the weekend

Street Department

- None to report

Utilities

- I just found that one of our Water Utility employees son tested positive for COVID-19
 - His son is 27 years old and does have some minor cold like symptoms
 - Our employee has been told to get tested and remain home until we get results back
 - We are also having three other co-workers that were briefly around him this morning get tested
 - They were all at least six ft. apart, but they are due for another round of testing anyway
- Water production wise we were in the 21 to 22 million gallons per day range from last Wednesday to Saturday
 - We did 18.3 million yesterday due to the small amount of rain
- Our call with Notre Dame is finally set up for this Thursday at 12