

DAILY UPDATE – Wednesday, April 15, 2020

CITY DEPARTMENT UPDATES

Brookshire Golf Club

- No update today.

Community Relations and Economic Development

- **RELEASES:**
 - Finalized and sent release re: Carmel firefighter donating plasma
 - Finalized and sent Bolden's donation and work with sanitizing public vehicles and facilities
 - Drafting Update to feed the front lines
 - Drafted CMYC release to show their participation in Carmel Cares
- **CARMEL CARES:**
 - Read to Feed
 - Continue to work with one cause on donations for Read to Feed
 - Participated in team call
 - Discussed Summer Meals program
 - 2019 - fed 260 families
 - 2020 - currently 478 with sign up available until this Friday.
 - Began sending message to participants for participation
 - Feed the Frontlines
 - Added two more restaurants
 - Booked meals through 24th
 - CMYC
 - Created video for week #3
- **EVENTS:**
 - Continued Holocaust ceremony planning
 - Issuing Media Advisory for Holocaust
- **GENERAL:**
 - Participated in the weekly video conference for Hamilton County PR with city and county communications directors
 - Participated in video conf call re: public meetings and making subsequent adjustments to website
 - Finished compiling and coding invoices
 - Discussed post COVID-19 re-engagement ideas
 - Compiled Citywide Daily Reports
 - Continued updating COVID pages on website

- Ice at Center Green season end report; including skate concession #'s, private rental #'s, hut vendor #'s

Department of Community Services

- Today there are 17 building inspections on the schedule. Of those, the inspections 7 FOOTINGS, 5 Rough-in, 1 METER, and 4 FINALS.
- The MPO IRTC meeting is this morning via WebEx.
- The US 31 Coalition Board meeting is today via Zoom
- There is a meeting of Carmel's Cityworks User Group via Teams
- Today I have an introductory GoTo call with Demetrius Glover of Indiana Construction Roundtable, in advance of tomorrow's Board Meeting.

Engineering

- Tuesday the Engineering Department performed 17 general inspections around the City with respect to private development projects.
- Five new right of way permits were issued
- 28 right of way inspections were performed on open right of way permits.
- Two new drainage concerns were received.
- We continue to plan for our upcoming construction projects and we had a conference call with the Township regarding the roundabout construction along 111th Street.

Fire Department

- CFD runs:
- Responded to overnight house fire near 116th and Springmill Road. No injuries, heavy damage to house.
- Total runs: 20
- Fire calls: 5
- EMS: 15 (1 difficulty breathing, 6 sick person)

Information & Technology (ICS)

- The GIS group has been working on trail updates, web app' training, addressing updates, system's work, and continued work on existing projects.
- The Network & Comm's group has been working on bulk email delivery system, fiber conduit work, public safety communications, public meetings integration with Council system, 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 several utilities and telecommunications issues, a tort claim inquiry, Merit Board issues
- Reviewed several public record requests
- Researched an issue for CFD and another for Nancy Heck
- Attended a meeting regarding how to conduct virtual public meetings, reviewed and signed record request responses
- Reviewed contracts, began drafting a lease amendment
- Advised the Mayor, Councilors, and Department Directors, and responded to emails and calls.

Human Resources

- No update today.

Office of the Controller

- The Controller's Office is processing claims.

Parks Department

- The Monon Greenway remains open, expect 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 dropped significantly with the 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.

- Reminded staff about Covid-19 safety protocols, including use of masks.

Police Department

- CPD received no calls related to physical distancing.
- Officers continued to patrol the Monon Greenway.
- Officers conducted 237 directed patrols and security checks.

Street Department

- Street Dept. crews are doing the following:
 - Patching
 - Watering Sod and Flowers
 - Working on Signs and Street Light work orders
 - Pull concrete forms and do replacing dirt and grass seed
 - City Center/3rd Ave plantings
 - Marking concrete for paving list
 - Trash and debris pick up around downtown
 - Cutting ornamental grasses down on 31
- Daily Claims
- Daily Zoom call with all managers
- Yesterday the Street Dept. did:
 - 63 Line Locates
 - 3 Phone Calls
 - 6 My Carmel App request
 - 8 new Service Request
 - 6 service requests closed
 - 17 New Work Orders
 - 3 Work Orders closed
 - Processed Daily Claims to pay vendors

Utilities

- Water production remains up about 3%.
- In addition to hand washing, clothes washing and just people being home, businesses that are open are likely cleaning more than they normally would.
- Hospitals and medical facilities in general use a significant amount of water keeping their facilities clean, and it is logical to assume that this has only increased over the last month.
- We now have about 30 days of usage in new meter readings that we can analyze to see where the higher percentage of additional water is coming from.