

DAILY UPDATE – Thursday, March 26, 2020

CITY DEPARTMENT UPDATES

Brookshire Golf Club

- New rule issued today: NO GOLFING ALLOWED at Brookshire.
 - Too many people on course
 - Social distancing not being followed
- Recreational activity included walkers, dog walkers, joggers, bike riders
- Working to communicate rules with surrounding neighborhood and add signage

Carmel Redevelopment Commission

- Staff continues working remotely with project work uninterrupted
- Construction continues on the Hotel Carmichael, Playfair-Holland and Kent buildings in City Center; the Proscenium at Carmel Drive and Range Line Road; the Franciscan Orthopedic Center of Excellence and the Zotec Corporate Headquarters along Illinois Street.
- Staff is working on several big projects that it hopes to bring to City Council for approval in the near future.

Community Relations and Economic Development

- Staff continues to work remotely
- Sent messages to Arts District merchants to get involvement with online event
- Continue researching resources and updating COVID-19 website
- Continue planning phase of Music and Film Festival
- Researching how other communities are engaging with
- Lunching #CarmelCares initiative
- Worked with our local Chinese Sister City representatives on their donations of PPE to local hospital and \$500 donation to local food pantry

Department of Community Services

- DOCS is active with plan reviews, calls, emails, and inspections.
- Today there are 21 inspections scheduled – residential, commercial, footing
- Building staff worked thru 16 reviews for building plans uploaded onto ProjectDox

- The office is getting a calls each day asking if we are open and although we are not accepting walk ins, we are able to do all transactions via credit card. All inspections can be scheduled over the phone.
- The Building Department received a thank you message from BAGI's Executive Director, for efforts to support the building construction industry during this time.
- Plan reviews 16
- Plan (re) reviews 9
- New permits taken in 6
- Permits issued 4
- Monon usage increased on Wednesday with high numbers reported by counters

Engineering

- Staff is healthy
- Staff performed 23 site inspections
- Issued 3 new right of way permits
- 10 items processed for April 1 BPW meeting, including 2 contracts
- Coordination ongoing to prepare for upcoming closures for city projects
- Carmel Drive and Pennsylvania anticipated closure March 27
- 96th and Haverstick anticipated closure April 1
- Range Line Road closure April 6 for County's Lowes Way project

Fire Department

- Total fire runs: 13.
- Fire calls: 6
- EMS runs: 7 (2 difficult breathing, 0 sick persons)
- PPE used: N95 masks 18; Gowns 2; Gloves 86.

Human Relations

- Working on gathering information on Coronavirus Aid Act passed last night by U.S. Senate to see what protection it offers City employees.
- Meeting today on issues related to Open Enrollment and how that process can improve.

Information & Technology (ICS)

- ICS Dept. has 14 FTE and 2 Part Time employees.
- 7 are working from home
- 1 (part-time) is working from vehicle
- 1 (part-time) is on COVID-19 leave
- No reports of sickness at this time
- Continuing interactive tele-meetings with other county GIS staff

- Mapping centerline updates are taking place with NearMap updates
- Test GIS sites are being created for CPD
- CityWorks database changes are underway
- Working with various departments on electronic claims submissions
- Delivered 37 fiber splice handholes across City to keep fiber ring project moving
- Worked on getting teams deployed for public safety, EOC for future use
- Reprogrammed portable radios for CPD
- Mobile connectivity devices for vehicles set up for immediate deployment
- Continued setup of new devices for City staff, including loaner laptops
- Assisted remote workers with a variety of standard issues.

Legal Department

- Worked on AT&T franchise fee issues
- Drafted collection letters and pleadings
- Reviewed and responded to several public records requests
- Reviewed and approved several contracts
- Worked on a settlement agreement with the Federal Highway Administration related to an ADA complaint
- Conducted COVID-19 leave research (including stimulus and unemployment law)
- Reviewed Human Resources memo and had discussions regarding COVID-19 leave
- Provided advice and legal opinions to the Mayor and Directors
- Responded to telephone calls and e-mails.
- Staff is re-working our records request response procedure so that we can now respond to and fulfill most record requests completely off-site by mail or electronic transmission.
- Finally, none of my Department employees are sick or quarantined as a result of the COVID-19 virus.

Office of the Controller

- Processing claims and printing claim checks for Council approval
- Continue to accept deposits from all City Departments

Parks Department

- Midtown Plaza is now closed to the public, per executive order by Mayor.
- Monon Greenway is closed to the public between Main Street and Gradle Drive, per executive order by Mayor.
- Other parks and greenways remain open, with the exception of playgrounds and restrooms.
- Installed temporary barriers to enforce closure of playgrounds.

- Continue to perform safety inspections, empty trash and dog pot stations, and maintain the parks.
- 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.
- Preparing fitness, recreation, and environmental education programs to post on Facebook and Instagram to help residents cope during the Stay Safe at Home Order.
- Several programs have already been rolled out on social media.
- Continuing program plans and preparations for 2020 summer camps .
- Continuing coordination for Reimaging Parks capital projects, with request for bids issued for Carey Grove Park and Flowing Well Park. Projects still anticipated to begin construction this spring.

Police Department

- Received numerous calls from the public regarding people not following Governor Holcomb's Stay-At-Home Order.
- Clarifying to the public activities that are acceptable:
- Sports activities that adhere to the social-distancing guidelines
- Running
- Going for a walk
- Most parks are still open, but playgrounds are closed due to the high probability of spreading the virus.
- We encourage everyone to get fresh air and being outside can be good for mental health.
- Acceptable trips: Going to get food, medication, or supplies
- Going to a medical provider
- Going to care for others in need
- Going to work at an essential business.
- Encourage community support of restaurants.
- Please help them by taking the take-out food home, not to their outdoor seating.
- Sitting close to others can cause the spread of the virus.
- Using a restaurant's outdoor seating can also cause problems for them.
- Please be responsible and take your food home.
- If you see activities that you feel are in violation of the Governor's order, please call us at 317-571-2580.

Street Department

- Today work crews are doing the following:
- Patching with hot mix
- Sweeping
- Prepping fountains and irrigations to be energized

- Flower planting at Midtown, City Hall
- Sign and light repairs
- Trash, debris pickup
- Forming for concrete replacement
- Continue digging up and repairing subsurface drains
- Moving statues and benches in place at Carter Green
- Working on tree grates in Arts & Design District
- Receiving final road salt orders for next winter season
- Daily claims
- Working on open insurance claims to city property
- Yesterday's activity:
 - 68 Line Locates
 - 14 phone calls
 - 3 My Carmel App service requests
 - 4 new service request
 - Closed 2 service requests
 - 12 new work orders
 - Closed 3 work orders
 - Daily claims processed for vendors

Utilities

- Contractor struck unmarked gas line this morning in Home Place area. Fire Dept responded, along with Vectren; situation under control.
- Water and wastewater operations are fine.
- Staff is healthy with just one employee home sick.
- Water production remains consistent; we have not seen a drop due to business closings.