

## **DAILY UPDATE – Monday, March 30, 2020**

### **CITY DEPARTMENT UPDATES**

#### **Brookshire Golf Club**

- Golf Course opened today to golfers, and approximately 50 golfers played.
- Communication to the neighboring areas is continuing so as to avoid dangerous interactions between golfers and recreational walkers.
- Signs were posted throughout the course to remind of social distancing and more areas were blocked off with caution tape to deter gathering or contact with surfaces.

#### **Community Relations and Economic Development**

- Staff continues to work remotely
- During the weekend:
  - Produced new video update with the mayor, distributed to our email lists and posted and shared on social media
    - Saturday's video Facebook video 7,659 people reached; 1,445 Engagements; viewers from 10 states including NY, FLA, CALIF
    - YouTube video hits were: 3,344 viewed the video (FB LINK helped ... that post itself had 3,010 reach)
    - None of these numbers include the viewers who saw snippets of the video on the news Saturday night or Sunday
- Continued updating COVID-19 pages on website
- Drafted news release on upcoming road projects – sent to media today

#### **Department of Community Services**

- Phone Calls 168
- Emails 191
- Inspections completed 67
- Building permits issued 19 (17 residential, 2 commercial)
- Fence permits issued 5
- Sign Permits issued 5
- Plan reviews completed 46 (includes re reviews)
- New permit applications 16
- Today's inspections: 25
- Monon traffic counters indicate the closure has been effective in reducing user activity – Main and Monon, from 3,101 on Wednesday 3/25; to 17 on Sunday 3/29

- Staff has confirmed that zero rides have occurred on the bikeshare since closure last week
- Staff continues to work internally and with petitioners on project petitions.
- Staff is working with IT to finalize evaluations of online meeting options

### **Engineering**

- Staff remains healthy and working remotely.
- Over the course of the last week we conducted nearly 80 inspections relating to General Engineering, Storm Water and Right of way permits.
- Plan Review for private development projects are also taking place remotely and continuing to stay on track.
- We also prepped for upcoming construction and set traffic counters to gather some internal data on some of the reduced traffic demand within the City.

### **Fire Department**

- Total runs: 16
- Fire calls: 4
- EMS: 12 (3 difficulty breathing and 4 sick person)
- The difficulty breathing and sick person runs have increased slightly and we will continue to monitor trends throughout the duration of Covid-19.
- Our total run numbers on 3/29 were slightly higher than the last two weeks
- PPE used in last 24 hours:
  - N95 masks 34
  - N95 (REUSED) 14
  - Gowns 34
  - Gloves 114
  - Face shields 9
  - NOTE: Total PPE count (increase) for 3/29 most likely reflects runs that are now finalized from the last couple of days; Firefighters have until the next duty day to finish run reports

### **Information & Technology (ICS)**

- The ICS Dep't has 14 FTE and 2 Part Time employees
- 7 FTE employees are working from home
- 1 Part Time employee is working from their vehicle
- 1 Part Time employee is on COVID-19 leave
- No reports of sickness at this time
- Working on restaurant map updates, current addressing issues and the Cityworks portal
- Successfully tested video/audio bridges using some different platforms and worked with Omni Productions and Jacob Quinn to test broadcasting capabilities

- Doing maintenance on back-end systems, continuing to setup new hardware, working with remote user's issues and testing app's

### **Legal Department**

- Worked on an emergency purchase contractual issue for CFD over the weekend
- Addressed Executive Order powers and limitations issues with Councilor and the Mayor
- Researched the interplay between the FFCRA and the FMLA for HR

### **Human Resources**

- Our day-to-day work is continuing
- All internal and external customers are able to communicate directly with HR staff members by phone or email

### **Office of the Controller**

- Controller's Office is preparing documentation for the State Board of Accounts audit that will commence in the near future. The audit will be conducted on a remote basis

### **Parks Department**

- Parks and greenways remain open, with the exception of playgrounds, restrooms, and the Monon Greenway between Main Street and Gradle Drive
- Continuing to monitor traffic volume on open sections of the Monon and encouraging social distancing to ensure we can keep these sections of the trail open
- 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
- Closed and fenced off the artesian well in Flowing Well Park on Saturday (3/28) evening; Trails and parking lot remain open
- Identified additional vandalism in Central Park at skate park (skaters disassembled the locked gate) and near dog park (off road activity in open area north of restroom building). Incidents reported to CPD, who are increasing patrols through park.
- Continuing to coordinate with City, Carmel Clay Schools, and other entities on #CarmelCares initiative
- Beta testing this week live fitness classes via Zoom. Hope to be able to roll out to public next week. (This is in addition to the fitness activities we currently offer on Facebook and Instagram.)

## **Police Department**

- The Carmel Police Department is still at full staffing levels.
- Our PPE supply is sufficient. We are at full capability.
- CPD noticed an uptick in neighborhood/family disturbances and alcohol violations over the weekend. Please remember to call us before an argument becomes physical.
- If you know someone who is struggling with alcohol or drug dependency or is struggling with another form of mental illness and is unable to cope with their current situation, please call. There are resources available to help. We are here to get you connected to those resources. 317-571-2580 24/7.

## **Street Department**

Today the Street Dept. crews are doing the following:

- Patching with cold mix
- Sweeping
- Prepping Fountains and irrigations. 2 Fountains up and running.
- Water and fertilize new flowers
- Street Sign and Light repairs
- Pouring concrete curbs back from storm sewer repairs
- Working on landscape at Spring mill and Dorset
- Daily Claims
- Working on open insurance claims to City Property
- Daily Zoom call with all managers
- Friday, the Street Dept. did:
  - 19 Line Locates
  - 11 Phone Calls
  - 1 new Service Request
  - 1 New Work Orders
  - Closed 3 work orders
  - Processed Daily Claims to pay vendors

## **Utilities**

- The heavy rain on Saturday caused a couple of minor pump issues that were resolved without incident.
- Water production remained steady when compared to the same time period last year.
- No employees have tested positive for COVID-19.