

DAILY UPDATE – Friday, April 3, 2020

CITY DEPARTMENT UPDATES

Brookshire Golf Club

- All staff members dealing with the public or in outside positions have been or are scheduled to be tested at Aria by the end of today. One employee is able to work at home and will be tested next week when demand is lower.
- Indy Mayor Hogsett has closed all Marion County courses, which has caused our call volume to go up. Because of this and the warmer weather, the building will be staffed from 8 a.m. until 8 p.m. at this time.
- We continue to inform casual and recreational walkers of the dangers on a golf course and to avoid those activities when the course is open.

Community Relations and Economic Development

- Blood Drive at Brookshire Golf Course: Prepared and sent press release.
- Worked on Carmel Cares promo video
- Fielded calls from citizens, businesses, media regarding COVID-19 testing and questions about Executive Orders- daily.
- Field request from WishTV: interview and shoot video of COVID-19 Testing site for First Responders in Carmel.
- Continued work on Carmel Cares initiative: communication with community partners in the initiative, shared press release on several social media platforms: Nextdoor, LinkedIn, Facebook, Instagram and Twitter) and updated the Carmel Cares page on website.
 - Social media pages are live-
 - 696 followers for FB Carmel Cares page as of 4-2-2020 afternoon.
- Holocaust Remembrance Ceremony: Working on virtual event. Communication and planning with partners.
- Monitored Nextdoor post and comments.
- Worked with our film partners on 2019 Carmel Fest Fireworks Video and Midtown Video.
- Carmel Gala: Communicated with donors after cancellation of event for 2020.
- Continued planning for Feed the Frontlines: Sue Maki is heading up this initiative and updates staff daily.
- Continued work to update COVID-19 City of Carmel Website FAQ's.
- Updated Open for Takeout Restaurant List for closings and changes in hours of operation- daily.
- Continued work to virtual movie screening/event for Midtown.
- Continued planning with merchants for April 11 Virtual Meet Me on Main.

- Budget preparation and invoices on track.
- Other Administrative duties on track.

Department of Community Services

- There are 21 inspections on the schedule for today
- Six new construction projects were uploaded into ProjectDox including two new houses, one in the Grove at Legacy, one in Overbrook Farms.
- Planning staff has been focusing time on reviews for Firehouse Square Primary Plat and ADLS, Hamilton West ADLS.
- They are also finalizing arrangements and packet materials for Tuesday's Plan Commission Executive Committee meeting, and PC Commercial Committee hearing on Brookshire Village Shops

Engineering

- On Thursday April 2, the Engineering Department performed 18 site inspections on private development projects and opened one new right of way permit.
- Follow up inspections on past right of way permits were performed
- 61 permits were closed on Thursday
- Continue to work with Drainage concerns over the last week and are processing some traffic data that was collected to see some of the overall traffic impact.

Fire Department

- CFD run information:
- Total runs: 15
- Fire calls: 5
- EMS: 10 (1 difficulty breathing and 1 sick person)
- The difficulty breathing and sick person run totals were below average for 4/2/20. We will continue to monitor trends throughout the duration of Covid-19. Our total EMS calls for service have remained consistence over the last three weeks.
- Our total run numbers on 4/2 were lower than the average over the last three weeks. We are averaging 17.5 runs per day (over the last three weeks) and Thursday total was 15.

Information & Technology (ICS)

- The GIS group has been working on restaurant updates, a system dashboard, system maintenance duties, and continued work on existing projects.
- The Network & Comm's group replaced and worked on some City cameras, reviewed FEMA information, worked on MDC's, and continued work on existing projects.

- The Systems group has been working on licensing renewals, workflow forms creation, continuing to setup new hardware, working with user's issues, continuing work on cloud based services, and continued work on existing projects.

Legal Department

- Reviewed and drafted amendments to the City's COVID-19 leave ordinance
- Addressed an issue regarding Veterans Way
- Reviewed record requests, reviewed and signed initial record request responses, drafted a release and settlement agreement for Utilities, researched COVID-19 testing issues
- Addressed lease issues, addressed pension board issues, researched Fourth Amendment issue
- Drafted Executive Order and meeting notice, advised Mayor and Directors on a myriad of issues, and responded to several emails and calls.

Human Resources

- No update

Office of the Controller

- The Controller's Office has completed its month end financial reporting for the period ending February 29, 2020.

Parks Department

- Parks and greenways remain open, with the exception of playgrounds, restrooms, and the Monon Greenway between Main Street and Gradle Drive.
- Closely monitoring traffic on the north and south segments of the Monon Greenway that remain open. If we see further increases in use, we will close the parking lots at the 96th Street and Rohrer Road trailheads.
- Peak use of the Monon on Thursday occurred between 4:45 pm and 6:15 pm. Residents are encouraged to consider using the trail during non-peak times to maintain appropriate social distancing.
- There was a slight uptick of usage on the closed center section of the Monon. Not huge numbers, but the first time since the closure that we have witnessed some usage.
- 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).

- Rescheduling some of our more popular recreation programs to June to help serve participants once we reopen and recapture lost revenue.
- Posting virtual programs for #CarmelCares initiative in coordination with City, Carmel Clay Schools, and other entities.
- Parks and Natural Resources division began installation of additional fencing at playgrounds to further prevent use.

Police Department

- No update.

Street Department

- Today the Street Dept. crews are doing the following:
- Patching
- Prepping Reflecting Pool
- Picking up trash around town
- Daily Claims
- Watering flowers
- Daily Zoom call with all managers
- Yesterday the Street Dept. did:
- 15 Line Locates
- 10 Phone Calls
- 1 My Carmel apps request for service
- 3 new Service Request
- 1 service request closed
- 2 New Work Orders
- 0 Work Orders closed
- Processed Daily Claims to pay vendors

Utilities

- Total water demand for April 2nd was 7.1 million gallons, a 500,000 gallon increase from the same date last year.
- Work on the Home Place and 36" water main will pause today at noon to get things cleaned up and buttoned up for the weekend. Both of these contracts are going well.
- Over the last week we have opened and checked in excess of 500 sanitary sewer manholes. This inspection allows us to make sure things are flowing properly and

are not backed up, or getting near to that point. Further, it is an activity that one worker can do which promotes the separation we are looking for.

- Utility workers continue to get signed up for testing. We have not received any results yet, but should start to see them in the next 24 hours. Please let me know if there are any questions. Thank you.