

## **DAILY UPDATE – Monday, April 27, 2020**

### **CITY DEPARTMENT UPDATES**

#### **Brookshire Golf Club**

- No update today.

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

- Media Inquiries/Responses:
  - Wall Street Journal interview
- Releases:
  - Worked on CFD Best Practices release packet
  - Issued Traffic Update release
  - Continue draft of Feed the Frontlines contributions and participating restaurants update
- Carmel Cares:
  - #CarmelCares Group Members: 2374. Carmel Cares FB Page Followers: 1780. Likes: 1582.
- Feed the Frontlines:
  - Restaurant schedule booked through May 3rd
  - Continue efforts as normal.
- Ads and Marketing:
  - Meeting with Current on sponsorship idea
  - Finalized coordination of revised Current ad
- CMYC:
  - Continued application reviews
  - Weekly update call
- Events:
  - Holocaust Ceremony had 1,900 views as of ~4:30pm on 4-24-2020
  - Discussed event initiatives and coordination for Memorial Day virtual event
- Reconnecting Carmel:
  - Continue to update plan outline
- General:
  - Compiled City wide Daily Reports
  - Daily CRED/Mayor Staff Virtual Meeting
  - Continued staff phone calls with Purple Ink
  - Sent Smoky Row history to Mayor
  - Review Scope of Work for possible TIF study
  - Continued updates to website (COVID related and general)

- Shared media links on website
- Budget:
  - Reviewed budget issues and completed other required financial reports
  - Completed budget spreadsheet updates

### **Department of Community Services**

- Today in DOCS there are 28 building inspections scheduled - 3 commercial, 1 institutional and 24 residential – looking more like a regular springtime Monday!
- Tonight is BZA night. The Hearing Officer meets at 5:15 to hear two petitions, sign variances for Village of West Clay and Aria Apartments.
- The full BZA meeting was cancelled, as all items tabled to the May BZA meeting.
- DOCS Permit/construction activity for last week:
  - Conducted 72 inspections
  - Performed 89 Plan reviews and re-reviews
  - Received 40 permit applications
  - Issued 18 building permits
  - Issued 4 sign permits

### **Engineering**

- On Friday afternoon the Engineering Department remained steady with inspections and right of way permits.
- In total for the week 109 private development inspections were performed and seven service requests came into the office.
- 38 new right of way permits were issued during the week.
- Comments for four private development projects were issued during the week along with reviews for individual lot plot plan reviews.
- Coordination has also continued for closures at Guilford and Main set for Monday the 27th, Carmel Drive and Pennsylvania Street set for the 28th and Carmel Drive and Range Line Road set for May 1st.

### **Fire Department**

- No update today.

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

- The GIS group has been working on 46280 zip code update, 5G tower data, geocoding, addressing updates, system's work, and continued work on existing projects.

- The Network & Comm's group has been working on a vendor that hit and damaged City fiber conduit, generator repairs, public safety communications, fiber locates, and continued work on existing projects.
- The Systems group has been working on database upgrades, new ticketing system, continued work on debugging insurance app', continued work on addressing custom written app's, continuing to setup new hardware, working with user's issues, and continued work on existing projects.

### **Legal Department**

- Reviewed several record requests, reviewed and signed record request responses.
- Researched and drafted a short release for contact tracing
- Researched cigar permit requirements
- Reviewed and finalized contract, attended a legal seminar, reviewed case filings, drafted an ordinance and an executive order
- Advised Mayor and Department Directors, and responded to emails and calls.

### **Human Resources**

- We have conducted about 1,550 COVID-19 tests to date. We had only one positive test in the past week.
- Only three of the 13 employees who tested positive are still out. Two of them already have one negative result and are going back for their second today.

### **Office of the Controller**

- The Controller's Office is working with the Legal Department regarding the reauthorization of the City's Investment Policy.

### **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.
  - Trail usage continues to be closely correlated with the weather, with daily counts peaking on Friday with nearly 2,200 users at the north trailhead and a just under 2,100 at the south trailhead. Usage was slightly less on Saturday and significantly less on Sunday.
  - 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.
  - Reports of people using playgrounds on Sunday at Central Park Westermeier Commons and Founders Park, despite fencing and posted signage. Police were dispatched.
  - 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.
  - Registration for summer programs will not open until 5/4/2020 at the earliest.
- Continuing to prepare and post virtual programs for #CarmelCares initiative in coordination with City, Carmel Clay Schools, and other local entities.
- Beginning coordination with advisory panel of doctors to help review operation plans for phased reopening of CCPR facilities and programs.

### **Police Department**

- CPD conducted 497 school, park, business checks and had officers dedicated to Monon bicycle patrol over the weekend.
- Officers spoke to several groups in neighborhoods that were congregating in common areas. Everyone complied with our requests to disperse.
- Officers responded to multiple calls at Carmel Clay Schools athletic fields regarding people holding impromptu practices and playing games. Please remember that all CCS properties are closed, including athletic fields.

### **Street Department**

- Today's duties for crews:
  - Pull concrete forms and replace dirt and grass.
  - Patching
  - Clean filters on fountains
  - Street Light work orders
  - Painting bollards at IDC garage
  - Water sod, empty trash cans, clean goose poop
  - Plantings at 3rd Ave and City Center
  - Watering flowers
  - Daily Claims
  - Daily Zoom call with all managers
- Yesterday the Street Dept. did:
  - 52 Line Locates
  - 24 Phone Calls
  - 2 new Service Request

- 5 service requests closed
- 8 New Work Orders
- 9 Work Orders closed
- Processed Daily Claims to pay vendors

### **Utilities**

- Overall it was quiet weekend for both water and sewer. We had 8 more negative test results come back, with additional test results expected this week. The Utility Department is close to being done with our second round of testing.
- Water production remained up, and continues to show that the increase is due to residential consumption.