

## **DAILY UPDATE – Wednesday, April 22, 2020**

### **CITY DEPARTMENT UPDATES**

#### **Brookshire Golf Club**

- Brookshire employees continue to be tested regularly, with negative results.
- Hand washing stations have been ordered for customers.
- In planning to open, we are looking at disinfecting foggers for carts and other community equipment.
- Devices have been ordered to assist in golfers not touching the flagsticks.
- A procedural plan has been formed for the first phase of opening, when available.

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

- Media:
  - Releases:
    - Continued updating release on CFD visiting essential businesses and sharing best practices
- Finalizing Read to Feed
- Carmel Cares:
  - #CarmelCares Group Members: 2,307. Carmel Cares FB Page Followers: 1732. Likes: 1548.
  - Participate in Carmel Cares Team Zoom Meeting
- Feed the Frontlines:
  - Restaurant schedule booked through April 28th
  - Continue efforts as normal.
  - Communicate with a local financial firm that wants to make a monetary donation
- CMYC:
  - Continue application review process
- Events:
  - Finalizing Holocaust Ceremony virtual event
  - Updated internal working document event schedule with postponements, cancellations and plans for events yet TBD
- Video:
  - New video update from mayor - filmed and edited with intent to release Wed.
  - Holocaust Ceremony Video

- Virtual meeting with AGP for coordination of Virtual Carmel Connect video shoot
- Re-entry Plan:
  - Group discussion of re-entry ideas/plan
  - Draft outline of plan to use as we begin finetuning re-entry program
- General:
  - Compiled City wide Daily Reports
  - Daily CRED/Mayor Staff Virtual Meeting
  - Hand Sanitizer donations and supply for City Departments—continued effort
  - Obtained more bottles from Mansfield-King
  - Follow up w/ Sunk King, Danny Boy and Street Department for production timelines
  - Continued communication with Purple Ink
  - Coordination of Carmel Current Ad
  - Finalized and submitted Fifth Third Expense report
  - Continued updates to website (COVID related and general)

### **Department of Community Services**

- Today in DOCS there are 11 building inspections scheduled - 2 commercial and 9 residential.
- Last evening's Plan Commission meeting went smoothly. The CRC Resolution was approved, and the three public hearings were very focused with good Q & A. The Commission members who stayed on after to talk thru the new format all said they enjoyed the Zoom meeting format.
- Tomorrow is Phase II of the March 17 make-up meeting. There are four commercial projects on the docket, including C-2 rezoning of Kirk furniture property.
- Code Enforcement created 29 new cases last week, with 51 inspections/re-inspections.
- Code inspectors continue to work proactively, focusing on cul-de-sacs and roads less traveled.
- Also working on asphalt issues with commercial property owners. They are also assisting Forestry with landscape compliance at a local dealership, which has severely cut trees onsite, again.

### **Engineering**

- The Engineering Department continues to remain healthy.
- On Tuesday the Department performed 23 private development inspections ranging from general inspections, performance bond inspections and BMP / Storm Water inspections.

- Seven new right of way permits were issued and 72 right of way bond inspections were completed for checking up on older right of way permits that were still open.
- We continue to work on private development plan review and are working through several anticipated small cell applications to be submitted.

### **Fire Department**

- No update today.

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

- No reports of sickness at this time
- The GIS group has been working on water meter updates, addressing updates, system's work, and continued work on existing projects.
- The Network & Comm's group has been working on public safety communications, fiber locates, and continued work on existing projects.
- The Systems group has been working on the 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**

- Yesterday, we attended a legal seminar
- Researched appellate court jurisdiction and fiscal issues
- Addressed several telecommunications and utility issues
- Reviewed several record requests, reviewed and signed record request responses
- Reviewed and revised easements
- Drafted an application for Utilities and small claims pleadings
- Reviewed new tort claim, advised the Mayor and Department Directors, and attended to calls/emails.

### **Human Resources**

- We received 78 employee (and 4 family member) test results yesterday, all negative.
- We have now tested more than 1,200 employees.
- Meeting today to discuss re-opening procedures for civilian employees.
- Staff is working on a communications piece, including a lengthy set of FAQs, to distribute to civilian employees when we start the process.

## **Office of the Controller**

- The Controller's Office is working with CFD regarding the CARES Act Provider Relief Fund.

## **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 continued to drop with cooler weather.
  - On the north end of the trail, there were 900 users counted at the Rohrer Road trailhead, down 50% from the previous day.
  - Usage was also down to 1,200 users at the 96th Street trailhead, a decrease of nearly 30% from Monday. Peak use was between 3:00 pm and 6:30 pm.
  - There were 175 users recorded at City Center on the closed section of the Monon Greenway. Usage occurred largely between 11:00 am and noon.
- 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.
- Initiated efforts to recruit area doctors to serve on an advisory panel to help review operation plans for reopening of facilities and programs.
- Met virtually with design team for West Park renovations to review 65% design documents. Project expected to be bid out in late-May or early-June, with construction starting in August. This project is being jointly funded by the Clay Township Impact Program and CCPR funds legally available for capital projects only.

## **Police Department**

- CPD conducted 144 school, park, business checks and had several officers dedicated to Monon patrol.

- Officers did not have any calls for service regarding COVID 19 or social distancing.
- Officers made several arrests and recovered a stolen vehicle.

### **Street Department**

- Today the Street Dept. crews are doing the following:
  - Sub surface pipe repairs
  - Cleaning filters on fountain's and inspecting for issues
  - Working on City Hall shrubs and Main Street bump out and Junipers
  - Water sod and clean goose poop
  - Watering flowers
  - Mowing shop
  - Concrete workorders
  - Trash and debris pick up around downtown
- Daily Claims
- Daily Zoom call with all managers
- Yesterday the Street Dept. did:
  - 61 Line Locates
  - 19 Phone Calls
  - 5 My Carmel App requests for service
  - 12 new Service Requests
  - 15 service request closed
  - 22 New Work Orders
  - 6 Work Orders closed
  - Processed Daily Claims to pay vendors

### **Utilities**

- No update today.