

## **DAILY UPDATE – Friday, May 8, 2020**

### **CITY DEPARTMENT UPDATES**

#### **Brookshire Golf Club**

- Rain and cooler weather for the weekend have slowed activity at the course. The driving range was open yesterday for the first time, with areas blocked off to promote physical distancing. Some users were asked to separate, we expect this to get better over time.

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

- **Media Inquiries:**
  - Carmel Current
- **Releases:**
  - Issued - Who is That Masked Man? release
  - Shared release for Carmel Fire Department Parade at Carmel Health and Living
- **Feed the Frontlines:**
  - Continue efforts as normal—scheduled through May 17
- **General COVID:**
  - Meeting to discuss plan for opening City Hall
  - Restaurant Industry Road to Recovery - reopening web meeting
  - Began drafting survey questions re: events during re-entry phases
- **All Things Carmel:**
  - Opened store 5-7-2020 following state and CDC guidelines
  - Carmel Street Department provided hand sanitizer to store
- **CYAP:**
  - CYAP Board Meeting
  - Fundraising discussions
- **Carmel Cares:**
  - #CarmelCares Group Members: 2,493. Carmel Cares FB Page Followers: 1,812. Likes (both pages: 1602)
  - Posting and monitoring of Facebook pages (daily)
  - Internal meeting for Wearing is Caring campaign ideas
- **Events:**
  - Meet Me on Main Virtual Event
  - Working with merchants and production company for live videos
  - Behind the Mask/Who is That Masked Man contest and signage research
  - Memorial Day planning for virtual event

- Continued to discuss Mooncake festival – internal virtual meeting
- **General:**
  - Virtual meeting to discuss mobile stage wrapping
  - Scheduled internal meeting to discuss near future events
  - Carmel Music and Film Festival Board Meeting
  - Internal meeting re: utilities video
  - Carmel on Canvas website updates
  - Carmel TV and Youtube page management
  - Carmel TV live stream through different media and channels
  - Nextdoor, Facebook page monitoring (daily)
  - Compiled City wide Daily Reports (daily)
  - Website Updates/Management (daily)
  - Adding news links as we get them (daily)

### **Department of Community Services**

- Today in DOCS there are 21 building inspections scheduled - 8 commercial and 13 residential, a great way to wrap up the week.
- At last night's Commercial Committee, the Plan Commission approved the Extra Space self storage building on Carmel Drive, and also approved the Cornerstone medical office building, just north of the Ritz Charles. The Committee voted to continue the discussion of Jackson Grant Village to the June Committee meeting, where the focus will primarily be on traffic and drainage related issues.
- Today is packet day for petitions on the docket for May 19 full Plan Commission meeting.

### **Engineering**

- The Engineering Department remains healthy as we are awaiting the results of a few asymptomatic test results.
- Thursday saw 9 new right of way permits issues and 3 new service requests. 12 inspections on private development projects were completed.
- Bids were opened at the INDOT letting for the roundabouts at 116th and College and 116th and Guilford Road roundabouts and they were within budget so they are ready to move forward with Late Summer / Early Fall construction.

### **Fire Department**

- CFD run information for Thursday May 7
- Total runs: 20
- Fire calls: 12
- EMS: 8 (1difficulty breathing, 1sick person)

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

- The GIS group has been working on imagery caches, trail updates, forms, system's work, and continued work on existing projects.
- The Network & Comm's group has been working on public safety radios, network equipment, work on AED, City fiber project, fiber project in downtown, tower building project, network configurations, fiber locates, and continued work on existing projects.
- The Systems group has been working on new ticketing system, continued work on debugging insurance app', continuing to setup new hardware, working with user's issues, and continued work on existing projects.

## **Legal Department**

- Yesterday, my Department reviewed record requests, reviewed and signed record request responses, reviewed and edited a Credit Card Processing Agreement;
- Drafted a lease termination letter responded to discovery requests and subpoenas
- Addressed franchise fee and utilities relocation issues, addressed skip tracing issues, addressed a First Amendment issue
- Prepared for mediation, advised Mayor/Department Directors, and responded to emails and calls.

## **Human Resources**

- Following up on the "re-opening City Hall" meeting yesterday and drafting policies to guide the process. We will discuss and refine them at our meeting next week.

## **Office of the Controller**

- The Controller's Office is working on documentation for the auditors.

## **Parks Department**

- The Monon Greenway remains open, except for the center section between Main Street and Gradle Drive, which is closed
  - Trail usage continues to be closely correlated with the weather. The busiest day so far in May was Saturday, May 2nd with approximately 3,400 users reported at both the 96th Street and Rohrer Road trailheads.

- 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.
- A snapshot of CCPR's resumption of operations plan has been released, with a phased reopening of parks, programs, and facilities beginning on May 24th.
  - The full plan and other updates are available on CCPR's website in the COVID-19 Information section.
- CCPR is assisting the Indiana Park and Recreation Association in summarize findings of a recent survey that identified the economic impact of COVID-19 on park systems throughout the state.

### **Police Department**

- CPD conducted 168 school, park, business checks and had officers dedicated to Monon bicycle patrol.
- Officers responded to two complaints of social distancing. Both complaints originated from the same complainant.
- Investigated report of theft of jewelry from a home on Oak Ridge Rd.
- Investigating theft of Motor Vehicle on Arbor Drive.

### **Street Department**

- Today duties:
  - Clean Goose "droppings" at the fountains
  - Patching
  - Sweeping
  - Water sod and flowers adding fertilizer
  - Trash on mains
  - Make hand sanitizer
  - Inspector with contracted milling
  - Clean filters on fountains
  - Daily Claims
  - Daily Zoom call with all managers
- Yesterday:
  - 91 line locates
  - 26 phone calls
  - 5 new service requests
  - 8 service requests closed

- 8 new work orders
- 28 work orders closed
- Processed Daily Claims to pay vendors

## **Utilities**

- I have spoken with Biobot about doing more frequent sampling. They are able to do two samples per week and will have results back within five days. This is the best they can do given the volume that they are currently dealing with. They want to improve turn - around time but five days is what they can commit to for now.
- We have also spoken with Notre Dame. The Notre Dame study is being done primarily with PHD students but nevertheless I think may be a better option for us long term. Again, I will send a separate summary of the call – great information but very technical.
- All of our test results have come back negative this week. The masks we received from FEMA have been distributed, and I think in general are more comfortable than the masks we were using which is good.