

DAILY UPDATE – Tuesday, May 19, 2020

CITY DEPARTMENT UPDATES

Brookshire Golf Club

- 2 days of rain have made activity around the course slow. No new Covid updates.

Community Relations and Economic Development

- Releases:
 - Issued Memorial Day media advisory
 - Carmel to begin testing city employees for COVID-19 antibodies
 - Drafting CFD 'parade' release
 - First draft of Range Line Rd project
- Media Inquiries and Responses:
 - Russian RV interview with Henry M.
 - WICR interview
 - IBJ request
- Carmel Cares:
 - #CarmelCares Group Members: 2,531. Carmel Cares FB Page Followers: 1,840. Likes (both pages: 1,615)
 - Posting and monitoring of Facebook pages (daily)
- Advertising:
 - Found & compiled photos for Carmel Cares in Action page of Current 2 page spread
 - Sent art direction to graphic designers for ad
 - Met with internally to discuss TravelIN 2 page spread due 6/1
- Events:
 - Met with internally to discuss Music on the Monon re: notes and thoughts on if event can be held
 - Compiled Music on the Monon notes for meeting tomorrow
 - Continue to update event spreadsheet
 - Internal meeting for Ice at Carter Green contract and end of year wrap up
- COVID-19 and/or special projects:
 - Sent direction for hand sanitizer station signs and wraps to graphic designers
 - Working on Vendor Pledge wording and design
 - Finalizing Carter Green plaque wording
 - Discuss and edit Temporary Outdoor Seating document

- Received approval for grants for studies in TIF and roundabouts
- Conducted research for Mayor in unemployment numbers
- Street Juice delivery (internal)
- Compile email spreadsheets to import into Salesforce
- General:
 - Carmel TV and Youtube page management
 - Nextdoor, Facebook page monitoring (daily)
 - Compiled City wide Daily Reports (daily)
 - Website Updates/Management (daily)
 - Adding news links as we get them (daily)
 - Budget
 - Input claims in system and sent for approval
 - Updated COVID-19 cost tracking and Omni Payment History spreadsheets

Department of Community Services

- Today in DOCS there are 14 building inspections scheduled - 3 commercial building, 1 institutional, and 10 residential.
- Yesterday there were 8 building permits issued:
 - 4 residential permits
 - 1 commercial permit
 - 3 fence permits
- Tonight the Plan Commission will hold a remote meeting, which can be viewed on the cable channel or streamed live.
 - The Epcon PUD proposal (the Courtyards) is the petition garnering the most attention from the public, with many emails being submitted from nearby residents upset about this proposal.
- MyCarmel intake for last 7 days:
 - 6 new code enforcement cases – four (4) property maintenance and two (2) tall grass

Engineering

- Engineering Department remains healthy and fully staffed.
- On Monday one of our inspectors was notified that a crew member at the Carmel Drive and Range Line Road project had COVID -19 symptoms over the weekend and underwent testing on Saturday. Another crew member on the site was feeling ill with a stomachache on Monday as well. City staff working on the project promptly scheduled testing and information was passed along to the contractors regarding free testing that is available to the crew members at Grand Park.
- Overall, 13 private development inspections were completed on Monday and 4 new service requests were received.

- 6 new right of way permits were processed and 15 inspections were completed on existing right of way permits.

Fire Department

- No update today

Information & Technology (ICS)

- The GIS group has been working on restaurant updates for re-openings, addressing issues, trail updates, water meter project, fiber location mapping, and continued work on existing projects.
- The Network & Comm's group has been working on phone reconfiguration for DOCS, work on physical access system, City fiber project, fiber locates, and continued work on existing projects.
- The Systems group has been working on the email system, new ticketing system, certificate project, continued work on debugging insurance app', continuing to setup new hardware, working with user's issues, and continued work on existing projects.

Legal Department

- No report today.

Human Resources

- Our Aria invoice for the seventh week of testing is \$60,480, which reflects the new lower cost of \$135. To date we have done 2,885 tests at a total cost of \$418,680.
- We have received results on only two of the 15 antibody tests conducted on Saturday—both positive.
- We (HR, Police, Fire) are meeting with Jennifer Gleckman this afternoon to discuss the details of the antibody testing.
- We continue developing plans for City Hall re-opening, presumably sometime in June.

Office of the Controller

- No update today.

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.
- 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, which will reopen on 5/24/2020.
 - The Monon Community Center, Central Park Dog Park, Central Park Skate Park remain closed until 5/24/2020.
- Allowing members to continue suspending their pass until 6/14/2020 or 7/4/2020. Membership Billing Suspension Form must be submitted to continue to defer payments. To date, 130 members have elected to suspend their passes.
- 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.
- All employees working on site are completing self-health screening before reporting to work.
 - To date, 180 employees have received required COVID-19 test before returning to work in CCPR facilities.
 - Training beginning the week of 5/18 for Monon Community Center and summer camp employees. CCPR is taking advantage of our remote learning system to provide training for information that does not require on-site training.

Police Department

- CPD conducted 116 school, park, business checks and had officers dedicated to Monon bicycle patrol.
- Stolen vehicle recovery – a stolen vehicle from Carmel was located and recovered in Bloomington, IN. A suspect was located with the vehicle and was taken into custody.
- Officers located a stolen vehicle out of IMPD's jurisdiction. The vehicle fled from officers and two suspects ran on foot. No suspects were apprehended. Investigation is in progress.

Street Department

- Today duties for the Street Dept. crews are:
 - Move planters to east salt barn that are being stored
 - Work on street sign work orders
 - Emptying trash & recycling cans downtown clean goose poop
 - Hang Goose Deterrent tape
 - Clean filters on fountains
- Daily Claims

- Daily Zoom call with all managers
- Yesterday the Street Dept. did:
 - 62 Line Locates
 - 29 Phone Calls
 - 4 My Carmel App request for service
 - 5 new Service Request
 - 2 service request closed
 - 8 New Work Orders
 - 10 Work Orders closed
- Processed Daily Claims to pay vendors

Utilities

- No health issues to report, everyone is good. Employees are being tested and we should be through this cycle by the end of this week.
- Biobot has called asking a few questions about our flows on the days we pulled samples. So they are getting close to issuing us our first report. We contact them daily and stress the sense of urgency we have in getting a report. We are also working on getting Notre Dame finalized.
- The Home Place project continues to move along. The rain has made things more challenging, but the contractor shows up daily and continues to stay ahead of schedule.
- We need things to dry out so we can get restoration taken care of.
- Water production remains slightly over where we were last year. New meter installation remains steady, with no apparent fall off due to the virus.