

## **DAILY UPDATE – Wednesday, May 20, 2020**

### **CITY DEPARTMENT UPDATES**

#### **Brookshire Golf Club**

- Test results for new hires are coming more slowly, but results for antibodies are back.
- Food and beverage contractor has plans for an expanded menu and possible grill outside for the weekend.
- Bathrooms and common areas continue to be cleaned and disinfected on a regular basis, but the Pro Shop remains closed.

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

- Releases:
  - Edited Midtown and Monon Opening release
  - Drafted 46280 zip code change release
  - Issued CFD Parade for Wellbrooke
- Media Inquiries and Responses:
  - WTHR
  - Current
  - IBJ
- Carmel Cares:
  - #CarmelCares Group Members: 2,535. Carmel Cares FB Page Followers: 1,844. Likes (both pages: 1,619)
  - Posting and monitoring of Facebook pages (daily)
- Advertising:
  - Coordinated review of Current 2 page spread
  - Approved ad
  - Carmel Monthly ad follow up
- Events:
  - Finalized Music on the Monon notes & questions document for events meeting
  - Meeting to discuss potential of hosting events
  - Continue to update event plans spreadsheet
  - MLK check-in, phone call
  - Gazebo Concert internal discussion
  - ICG wrap up power point
- COVID-19 and/or special projects:
  - Work with graphic designers and ordered signs for hand sanitizing stations

- Finalized draft of sponsorship for Carmel Music and Film Festival
- Coordinated link for smartsheets data to criteria on Reconnecting Carmel page on website
- CMYC member final selection
- Help Carmel Community Players at the CAT
- 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)
  - Printed, prepared and delivered claims to City Hall
  - Salesforce training and test runs
  - Worked on e-newsletter topics and print newsletter content

### **Department of Community Services**

- Today in DOCS there are 25 building inspections scheduled - 2 commercial and 23 residential.
- At last night's Plan Commission meeting there were four projects on the docket, all were sent to June committee meetings for further review.
- Yesterday I attended an MPO meeting regarding Regional Centers. The discussion was focused on how/if Regional Centers should be factored into the rating criteria for transportation project funding.
- Tomorrow I will be a panelist at a ULI 'Breakfast' to discuss how strong development rules lead to strong economies

### **Engineering**

- Engineering Department remains healthy and fully staffed.
- On Tuesday the Department performed 13 new private development inspections and 5 new right of way permits were issued.
- Private development reviews continue and staff was getting back into work after some PTO was taken last week.
- Construction remains on track at both Carmel Drive and Pennsylvania Street and at Carmel Drive and Range Line Road.

### **Fire Department**

- No update today

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

- The ICS GIS group has been working on trail updates, printer server, image server, fiber location mapping, and continued work on existing projects.
- The ICS Network & Comm's group has been working on repairing vendor Internet connection for Brookshire, microphones in Council chambers, phone replacement, CFD HQ meetings, work on physical access system, City fiber project, fiber locates, and continued work on existing projects.
- The ICS 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**

- 13 of 21 City employees who tested for positive for COVID-19 between March 17 and April 26 have the antibodies. Of the other eight, five tested negative and three haven't tested yet.
- It may still be a matter of time for those who tested negative. Four of the five tested positive for the virus on or after April 13. These are among the last we tested, date-wise. The fifth one tested positive back on March 26, so time doesn't seem to be an issue there. We will test all these negatives again through AHN when our program starts in June.
- We are holding at 26 total positives for COVID-19, which is 4.41% of our population

### **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.
  - Preparing with Street Department and Community Relations for opening of Midtown/City Center section of Monon Greenway and Midtown Plaza for Memorial Day weekend.

- 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.
  - 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 96 school, park, business checks and had officers dedicated to Monon bicycle patrol.
- Officers arrested a juvenile on charges of possession and dealing marijuana vaping cartridges.
- Officers responded to a juvenile complaint. The juvenile was determined to be in need of a mental health evaluation and taken to the hospital.

### **Street Department**

- Today duties for the Street Dept. crews are:
  - Picking up trash on Keystone
  - Work on street sign work orders
  - Watering flowers adding fertilizer
  - Help Water Dept. with a main break next to a storm inlet
  - Working on making a pad at 106th st water plant
  - Clean filters on fountains
- Daily Claims
- Daily Zoom call with all managers
- Yesterday the Street Dept. did:
  - 71 Line Locates
  - 17 Phone Calls
  - 1 My Carmel App request for service

- 1 new Service Request
- 7 service requests closed
- 13 New Work Orders
- Processed Daily Claims to pay vendors

### **Utilities**

- No update today.