

DAILY UPDATE – Tuesday, May 26, 2020

CITY DEPARTMENT UPDATES

Brookshire Golf Club

No update

Community Relations and Economic Development

- **Releases:**
 - None to report today.
- **Media Inquiries and Responses:**
 - None to report today.
- **Carmel Cares/COVID-19 Response or Special Projects:**
 - Posting and monitoring of Facebook pages (daily)
 - Signage:
 - Continued to work on wraps for larger hand sanitizing stations
 - Pledge:
 - Finalizing plans for merchant pledge, online fillable form and autofill on webpage – still discovering what is possible. Mask availability
 - Ice at Center Green:
 - Discussing plans for upcoming season regarding management, accounting and vendors after Christkindlmarkt closes
- **Advertising:**
 - Internal meeting for June 2 Current issue
 - Compiled information that Melanie sent + additional copy and photos needed
 - E-mailed with Kate re: wording for Reconnecting Carmel section
 - Sent information to graphic designers
 - Gallery Guide
 - Adjustments to go from 4-page to 2-page in Travel IN
- **Events:**
 - Virtual Memorial Day Ceremony took place on Friday
 - Movies at Midtown took place on Monday
 - Planning Bike Carmel
 - Self-guided ride for May 30th – June 7th for Midtown Loop
 - June 13 – 21 for the White River Loop
 - We will still have prizes for some selected from social media posts
- **General**
 - Carmel TV and YouTube page management
 - CRED staff meeting
 - Nextdoor, Facebook page monitoring (daily)
 - Compiled City wide Daily reports (daily)
 - Website Updates/Management (daily)

- Adding news links as we get them (daily)
- Newsletters
 - Discussed e-newsletter content
 - Print newsletter – discussed content and editing
 - Continued work on spring printed newsletter
- Budget
 - Internal meeting – budget updates and discussion
 - Received and saved invoices
- Correspondence regarding virtual concert examples and photography rates

Department of Community Services

- Today DOCS has 25 building inspections scheduled – 2 commercial and 23 residential
- DOCS Permit/construction activity for last week, 5/18 – 5/22:
 - Conducted 96 construction inspections
 - Performed 88 plans reviewed and re-reviewed
 - Issued 39 building permits:
 - 3 commercial building permits
 - 32 residential building permits, including 5 new houses
 - 3 fence permits
 - 1 Temporary Use permit
 - Issued 2 sign permits
- Tonight is the Board of Zoning Appeals Hearing Officer and regular BZA meetings
 - The Carmel Public Library expansion is one of three petitions to be heard at the regular meeting
 - The temporary Library proposed for the Marsh building at Merchant's Square is on the Hearing Officer agenda.

Engineering

- The Engineering Department completed the week entirely healthy with 4 more tests coming back negative.
- For the week, the Department finished with 57 private development inspections and 11 new service requests.
- The roundabout at Carmel Drive and Range Line Road was reopened upon finishing the installation of raised crosswalks.
 - Minor lane restrictions will continue while sidewalk installation is completed.
- Work on the Monon Boulevard also reached substantial completion allowing the median and the roadway network to open between Walnut Street and Elm Street.

- The County's project at Range Line Road and Lowes Way also opened the roundabout with the final Lowes Way connection set to open around the 4th of July.

Fire Department

- No report for today.

Information & Technology

- The ICS Department has 14 FTE and 1 PTE
 - 6 FTE employees are working from home
 - 1 PTE employee is working from vehicles
 - No reports of sickness at this time
- The ICS GIS group has been working on zip code maps, system training, fiber location mapping and continued to work on existing projects.
- The ICS Network and Comm's group has been working on AV systems or Midtown and Carter Green, office moves in City Hall, phone setups, Fire HQ planning, City fiber project, fiber locates and continued work on existing projects.
- The ICS Systems group has been working on the email 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 for today.

Human Resources

- No report for today.

Office of the Controller

- No report for today.

Parks Department

- Monon Community Center
 - Open for members only by reservation and by reservation only.
- The Waterpark
 - Closed per Indiana Executive Order 20-28
 - Reevaluating the feasibility of opening on June 14th due to concerns implementing stringent ISDH guidelines
- Central Dog Park
 - All sections open

- Parks & Trails
 - Carey Grove Park and Flowing Well Park are closed due to construction
 - All other parks and trails are open, including sections of the Monon Greenway
- Playgrounds & Splashpads
 - Closed per Indiana Executive Order 20-28
- Restrooms
 - Open in the following parks:
 - Central Park (dog park and east woods latrine); Westermeier Commons restrooms remain closed
 - Hazel Landing Park (portable toilet and hand washing station)
 - Meadowlark Park (portable toilet and hand washing station)
 - West Park (core area); Jill Perelman Pavilion restrooms remain closed
 - Restrooms that support playgrounds remain closed
- Water fountains
 - Closed in compliance with CDC and Indiana State Department of Health (ISDH) guidelines
- A snapshot of CCPR’s resumption of operations plan is available at carmelclayparks.com. The full resumption of operations plan and other COVID-19 related updates are available on CCPR’s website in the COVID-19 Information section.
- Key Highlights from the Memorial Day weekend operations:
 - Reopened on Sunday, May 24th with minimal issues.
 - All members are required to reserve a 1.5 hour time slot to help reduce attendance and provide the ability for contact tracing, in the even a member or employee is diagnosed with COVID-19.
 - While group fitness participation is the lowers, classes are being recorded and broadcast on social media. Total reservations by day compared with available spots are identified below

| • Sunday – 5/24/2020 | Available Spots | Total Reservations | % of Spots Taken |
|---------------------------------|-----------------|--------------------|------------------|
| Fitness Center | 350 | 304 | 87% |
| Group Fitness Classes | 39 | 120 | 33% |
| Lap Swimming | 30 | 30 | 100% |
| Monday – 5/25/2020 | Available Spots | Total Reservations | % of Spots Taken |
| Fitness Center | 420 | 325 | 77% |
| Group Fitness Classes | 68 | 144 | 47% |

| | | | |
|--------------|----|----|-----|
| Lap Swimming | 35 | 36 | 97% |
|--------------|----|----|-----|

- Preparing for the start of summer camps on June 1st.
- Before the pandemic, CCPR was prepared to serve 720 kids per day, with most day at or close to capacity.
 - In compliance with Indiana Executive Order 20-28, as well as CDC and ISDH guidelines, the structure of camps have been adjusted to both minimize the number of kids per camp group and reduce opportunities contact between campers and staff in other groups.
 - This reduced CCPR's capacity to 300 for this summer. With many parents/guardians continuing to work from home, along with some concerns about sending kids to camps, demand for camps has dropped significantly from our pre-COVID registrations.
- Following is a summary of registration per week for the 9-week program:

| Week of | Number Enrolled | Remaining Spots | % of Spots Taken |
|---------|-----------------|-----------------|------------------|
| June 1 | 256 | 44 | 85% |
| June 8 | 270 | 30 | 90% |
| June 15 | 278 | 22 | 93% |
| June 22 | 265 | 35 | 88% |
| June 29 | 279 | 21 | 93% |
| July 6 | 294 | 6 | 98% |
| July 13 | 300 | 0 | 100% |
| July 20 | 300 | 0 | 100% |
| July 27 | 295 | 5 | 98% |

Police Department

- CPD conducted 235 school, park, business checks and had officers dedicated to Monon bicycle patrol.
- Stolen vehicle recovery – a stolen vehicle from Indianapolis was located and recovered in Carmel. A suspect was located with the vehicle and was taken into custody.
- Officers responded to four reports of theft. Three arrests were made.
- Officers arrested two drivers for OWI.
- Officers responded to a domestic battery on East 107th St. A male was arrested.
- Officers arrested a female for outstanding warrants during a traffic stop.
- Officers responded to two mental/emotional health calls. Both subjects were transported to the hospital for evaluation and treatment.

Street Department

- All crews are back to the same daily schedule and reporting to different locations

- Today's duties for the Street Department crews are:
 1. Sweeping
 2. Patching
 3. Inspectors with contract milling and paving
 4. Getting open work orders completed
 5. Pulling concrete forms and adding dirt and seed.
 6. Install speed humps on Milano Dr
 7. Worked on opened street sign work orders.
 8. Tractor Mowing on Keystone
 9. Trash and recycling cans emptied around town and goose poop cleaned
 10. Water hanging baskets adding fertilizer
 11. Clean filters on fountains
 12. Daily Claims
 13. Zoom meetings with managers as needed

- Yesterday the Street Department did:
 1. 46 Line Locates
 2. 12 Phone Calls
 3. 0 My Carmel App request for service
 4. 3 new Service Request
 5. 1 service request closed
 6. 14 New Work Orders
 7. 3 Work Orders closed
 8. Processed Daily Claims to pay vendors

Utilities

- We got a dozen test results back, all negative.
- We are nearing the point of having to cross Illinois Street for the 36" water main project which will require at least lane restrictions.
 - We are discussing this with the IU Health Hospital to do the work at a time that has the least impact on their operation.
 - We have coordinated this with the Street Department, and their paving contractor will be paving Illinois after we are done.
- Water production over the weekend was 10.5 million gallons each day.
- I have signed off on IDEM forms for several projects over the last week.
 - North End, Gramercy section 2 & 3, Firehouse Townhomes and the new town homes at 116th and College.
- Development work had been delayed a little, but it never really stopped and has picked up more so in the last few weeks.