

DAILY UPDATE – Tuesday, April 28, 2020

CITY DEPARTMENT UPDATES

Brookshire Golf Club

- The golf course began allowing carts yesterday, with the result being a very busy day.
- The following best management practices are in place for all courses in Carmel:
 - Clubhouse and Buildings
 - Clubhouses are to remain closed.
 - Food and beverage may be served as carry out or curbside only, following state mandate.
 - Outside restrooms are to remain closed.
 - Signage reminding patrons to follow physical distancing and CDC protocols.
 - Outside seating areas, including benches are to remain closed and blocked
 - Pro shop
 - All tee times made online or via phone.
 - No entry into pro shop or building.
 - All payment made online or via phone/Must have tee time.
 - No cash payment accepted.
 - Tee times spaced at 10 minutes.
 - Outside clubhouse
 - Hand washing and hand sanitizer station provided for customers.
 - Signage for physical distancing shall be placed at cart staging areas and high traffic areas.
 - Signage recommending face masks.
 - Benches and bag stands blocked off to public.
 - Public restrooms closed.
 - Golf Cars
 - Available to single riders only, except children from same household.
 - Staged at least 6 feet apart.
 - Bunker rakes on cart, if available. One per for individual use.
 - Disinfected before usage in staging area. If this cannot be accomplished, all staff must wear gloves and masks while in contact with the cart.
 - Cart return separate from staging area.
 - Cleaned with soap and water after use.
 - Disinfected after use.

- Video made by staff of sanitization process available on website
- Golf Course
 - Flagsticks. Allow use of flagsticks. Follow best practices with a pool noodle, cup upside down or EZ Lyft or similar device. Every effort must be made to keep golfers from touching the flagstick.
 - Tee markers placed on course as they are rarely touched by golfers.
 - Bunker rakes off of course, unless they can be placed on carts for individual use and included in cart sanitization.
 - No water coolers on the course.
 - Divot bottles and buckets removed from the golf course.
- Driving Range
 - Balls placed on range by staff only.
 - Ball machine not in use.
 - Players spaced 10 feet apart.
 - A maximum number of people shall be established on range tee to promote physical distancing.
- Employees
 - Outside staff wears gloves.
 - Outside staff wears mask.
 - Inside staff wears mask when talking to customers outside.

Community Relations and Economic Development

- No report/

Department of Community Services

- Today in DOCS there are 29 building inspections scheduled - 7 commercial and 22 residential.
- At BZA last night, the Hearing Officer approved two sign variances; for new entry signs for Village of West Clay, and an off premise sign for Aria Apartments.
- CODE ENFORCEMENT (week of 4/20 to 4/24):
- Closed Cases- 16, including four foreclosure cases w/ new owners now present
- New Cases- 36
- Inspections and re-Inspections- 68
- Seeing increases in tall grass and property maintenance complaints

Engineering

- On Monday the Engineering Department received back two new negative COVID-19 tests so the entire Department remains healthy.

- 19 inspections were performed on private development projects consisting of 18 general inspections and 1 BMP inspections.
- We also received 1 new drainage concern and 1 maintenance bond expiration request.
- 6 new right of way permits were opened
- 23 right of way permit inspections were completed.
- Monday also saw the beginning of closures at Guilford and Main to complete the work on the roundabout and the beginning of the closure at Carmel Drive and Pennsylvania Street.

Fire Department

- No update today.

Information & Technology (ICS)

- The GIS group has been working on 46280 zip code update, water meters, addressing updates, system's work, and continued work on existing projects.
- The Network & Comm's group has been working on two tornado sirens, communications for Utility water plant, public safety communications, fiber locates, and continued work on existing projects.
- The Systems group has been working on systems work, form for Council, 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

- No report today.

Human Resources

- Out of 591 full-time City employees, 535 (90.5%) have been tested at least once so far; 13 have tested positive (2.5%). (This does not include those who tested prior to our current testing program at Aria, so the percentage will go higher when I get that information).
- Another firefighter has tested positive.
- I met with my staff on Zoom this morning, and everyone is healthy and busy.

Office of the Controller

- The Controller's Office is preparing and approving bond payments.

Parks Department

- The Monon Greenway remains open, expect for the center section between Main Street and Gradle Drive,
 - Closely monitoring traffic on the north and south segments of the Monon Greenway that remain open.
 - Trail usage continues to be closely correlated with the weather with peak usage between 2:30 pm and 6:15 pm. There were just over 2,000 trail users at the 96th Street trailhead and slightly under 1,900 users at the Rohrer Road trailhead.
 - 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.
 - Registration for summer programs will not open until 5/4/2020 at the earliest.
 - Continuing to prepare and post virtual programs for #CarmelCares initiative in coordination with City, Carmel Clay Schools, and other local entities.
 - Leading a statewide survey on the financial impact of COVID-19 on park systems on behalf of the Indiana Park and Recreation Association on statewide.

Police Department

- CPD conducted 238 school, park, business checks and had officers dedicated to Monon bicycle patrol.
- Officers responded to several complaints regarding people gathering and social distancing.
- Officers responded to numerous calls at Carmel Clay Schools athletic fields to disperse people holding impromptu practices and playing games. Please remember that all CCS properties are closed, including athletic fields.
- Officers completed one immediate health detention.

Street Department

- Today duties for the Street Dept. crews are:
 - Pull concrete forms and replace dirt and grass.

- Picking up trash on 31 so we can mow
- Clean filters on fountains
- Daily Claims
- Daily Zoom call with all managers

Yesterday the Street Dept. did:

- 123 Line Locates
- 24 Phone Calls
- 3 My Carmel App requests for service
- 8 new Service Requests
- 13 service requests closed
- 9 New Work Orders
- 28 Work Orders closed
- Processed Daily Claims to pay vendors

Utilities

- I have reached out to a resident of Home Place area to discuss how we can structure payments to make hook up more affordable.
- Water production was 9.7 million yesterday about 1 million more than the same date last year. New meter installations have been averaging about 10 per week, and overall home construction is steady.
- Construction at the wastewater plant is going along well, with the new clarifier and two new aeration tanks well underway.
- Making plans to seek summer help starting in May. We use summer help to help restore property where we had excavations, clean/paint fire hydrants and do other miscellaneous tasks. They will be tested for COVID-19 before starting.