



Memorandum

To: Honorable Mayor and City Council

Date: September 04, 2020

From: Albert P. Childress, City Manager

Subject: **Weekly Council Update/ August 30 - September 05, 2020**

City Manager's Office

City Manager held weekly Directors Staff Meeting via Microsoft Teams along with Deputy City Manager, City Clerk Diaz and City Attorney Figueredo. The following items were discussed:

- 1) Recap of the weekend
- 2) Meeting in December
- 3) Monday - Holiday Closure of City Hall
- 4) WiFi in the Park
- 5) COVID-19 - Testing Employees
- 6) COVID-19 - Testing Residents
- 7) Food Distribution on Thursday
- 8) City Council Meeting Agenda Items
- 9) Child Care Survey
- 10) Top of Game

- City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez.
- Deputy City Manager held weekly meeting with Economic Developer, Mr. Manuel Pila.
- City Manager and Deputy City Manager held Bi-weekly meeting with Planning and Zoning Director Economic Developer, Mr. Manuel Pila, Mr. Kevin Crowder and Ms. Alicia Alleyne from Business Flare Solutions.
- City Manager and Deputy City Manager attended Security Awareness Training held by the Information Technology Department.
- City Manager and Deputy City Manager along with Parks & Recreation Director, Ms. Erin Weislow attended meeting with Human Resources Director, Mr. John Prats regarding Child Care Survey.
- City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez and Information Technology Assistant Director, Mr. Carlos Olivares.
- City Manager and Deputy City Manager along with City Clerk Diaz, City Attorney Figueredo held Agenda Review meeting with Mayor Bermudez for the Council Meeting on September 9, 2020.

- Deputy City Manager attended 2nd Floor Leadership Team Meeting held by Assistant Building Director, Ms. Jane Decker.
- City Manager and Deputy City Manager attended Miami Dade City And County Management Association (MDCCMA) Board installation and City Managers' Zoom Call.
- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- Deputy City Manager along with Information Technology Director, Ms. Gladys Gonzalez, Finance Director, Ms. Matilde Menendez and Economic Developer, Mr. Manuel Pila attended ZoomGrants Demo - City of Doral Small Business Grant Program.
- Deputy City Manager held weekly meeting with Planning and Zoning Director, Mr. Alexander Adams.
- Deputy City Manager along with Communications & Protocol Manager Maggie Santos held PGA Tour Meeting with Mr. Camilo Garcia.
- Deputy City Manager held weekly meeting with Assistant Planning and Zoning Director, Mr. Javier Gonzalez.
- Deputy City Manager along with Information Technology Director, Ms. Gladys Gonzalez, Finance Director, Ms. Matilde Menendez and Economic Developer, Mr. Manuel Pila attended WizeHive Demonstration meeting.
- City Manager and Deputy City Manager held meeting with Human Resources Director, Mr. John Prats and Building Official/Director, Mr. Rene Velazco regarding International Travel.
- City Manager held weekly meeting with Chief of Police, Mr. Hernan Organvidez.
- City Manager and Deputy City Manager held individual Agenda Review meetings with City Councilmembers regarding Council Meeting on September 9, 2020.
- Deputy City Manager held weekly meeting with Building Official/Director, Mr. Rene Velazco.
- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- City Manager held weekly meeting with Communications & Protocol Manager, Ms. Maggie Santos.
- City Manager and Deputy City Manager held Bond Meeting Process regarding Construction Management with City and AECOM staff members.
- Deputy City Manager along with Information Technology Director, Ms. Gladys Gonzalez, Finance Director, Ms. Matilde Menendez, Procurement Manager, Ms. Tanya Donigan, Fixed Asset / Purchasing Coordinator, Ms. Johana Castellanos and Economic Developer, Mr. Manuel Pila attended Coastal Cloud/City of Doral Grants Management Demo.

- Deputy City Manager along with Finance Director, Ms. Matilde Menendez, Fixed Asset/ Purchasing Coordinator, Ms. Johana Castellanos and Economic Developer, Mr. Manuel Pila attended Grants Administration Management meeting.
- Deputy City Manager held weekly meeting with Parks and Recreation Director, Ms. Erin Weislow.
- Departments have been enforcing Miami-Dade County Executive Order 20-20, requiring all persons throughout Miami-Dade County to wear a mask or other face covering when in public. Last week the City issued verbal warnings and handed-out masks to 53 people who were observed in public without masks.

Capital Improvement Project Manager

Doral Cultural Arts Center:

- ITB 2020-21 Contractor recommendation for September Council.
- Ground-breaking on scheduled for late October.
- PMT prepared a breakdown of furniture needed and started coordination with Parks for furniture selection.
- Coordination with IT Department is on-going.

Morgan Levy:

- PMT participated on Project Unveiling and Photo-op on August 28th.
- Received Contract fully executed on September 2nd.
- Coordination with IT is on-going.
- Contractor gathered submittals for A/E review.

White Course:

- RFP draft in progress.
- Project will be advertised as an RFP by Mid-September.
- PMT met with Procurement to discuss the RFP on September 2nd.
- Meeting to address Park's and IT's comments held on September 3rd.
- Received playground design approval from Parks and Recreation.

Doral Meadow:

- General construction ongoing.
- Storefront for Flex space due on-site mid-September.
- PMT provided paint color on exterior wall for Park's final decision.
- Fire alarm permit is on-going.
- Awaiting Signed Alarm Monitoring Contract from consultant.
- Received Signed Purchase Orders for IT components.

Doral Central Park:

- A/E is working on City comments responses.
- Design Team sent preliminary skate park/ pump track design.
- PMT, A/E, Park's and Irrigation Concept met on site visit on August 31st.
- PMT and A/E visited trees donated by Developer on August 31st.
- PMT and A/E participated on weekly meeting for the status of project.
- PMT and P&R participated on Signage and Wayfinding presentation by A/E.

Doral Boulevard Pedestrian Bridge:

- FDOT is preparing to send Final Package to State for formal review and approval.

Trail Network:

- Project Design is on-going.
- Sharrows Interlocal Agreement for maintenance will go to September Council Meeting.
- PMT identified 4 Bike Lanes project; PM will perform field verification.

Lighting of Trails:

- Project Design on-going.

Trails and Tails Park:

- Received Lighting Improvement Design Comments from Park and Recreation; Meeting to discuss Park's comments is scheduled for September 4th.
- Consultant is coordinating with FPL to obtain approval letter.

Additional Items:

- The PMT met on Tuesday and Thursday for weekly coordination/status of projects.
- Weekly Bond Meeting Process and Construction Management.

Building Department

- Bluebeam users training continued throughout the week.
- Director attended House of Horror meeting to evaluate the new drive thru experience.
- Review Part-time mechanical inspector candidates' applications.
- Director and required staff attended Citywide Awareness Training.
- Director attended Geotab training.
- Director attended regular weekly Bond Meeting regarding Construction Management.
- Director attended ARM 360 (Damage Software Training).
- Street closing of Paseo Blvd continues. Second Phase of Paseo Blvd. was submitted for preliminary review.
- COVID 19: Continue to practice safety measures and continue monitor activities at constructions sites. Testing of employees continues. Building personnel continue to test negative.
- EnerGov Conversion-Permit Type. Team members continue participating in the implementation process and training for EnerGov and BlueBeam. Review Doral Prof License.
- Director attended BOAF virtual monthly meeting.
- Director attended regular weekly meeting with DCM addressing issues with the Paseo extension.
- Director attended with staff to the Jackson medical campus inspection.
- Director attended CC Homes meeting.
- Director attended to FL Tyler Cashiering Configuration training.
Issued TCO for Phase II for Baptist Urgent Care Downtown Doral.
- PHONES: Data available: 574 Inbound call count for week; 3:00m Ave time per call; 32hr+ total time for week.
- INSPECTIONS: 127 Average Daily Inspections, 636 total Inspections Completed (week).
- PLANS REVIEWS: 323 Plan Reviews (Quantity), 4% Expedite, 7% Walk-Thru, 30% Rework, 58% Drop-off/Electronic.
- Average plan review time per plan per trade = 39mins.
- LOBBY DATA (DORALQ): 96 Total Building Dept Customers; 19 Lobby Daily Average, 10.2 mins Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 22 mins.
- VELARO CHAT PORTAL: No Data This Week - Total online visitors, NA total engagements at 0m per call.

Code Compliance

- Assistant Director attended virtual meeting along with Building and Planning & Zoning department to discuss the annual House of Horror event with their representative.
- Director attended onsite meeting with P&Z Assistant Director and business owner to discuss areas of concern surrounding a commercial property.
- Director met with IT to finalize EnerGov reports.
- Assistant Director and Field Supervisor met with business owner to discuss ongoing parking issues at his property.

Finance Department

- Accounts Payable: Processed 57 invoices; 106 checks and 9 wire transfers were issued for a total of \$555,655.
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Processed the City-wide payroll for the period of August 17 – August 30, 2020.

PROCUREMENT

1. A total of 46 PO's were created for a total value of \$5,461,889.58.
2. Please see attached Cone of Silence Report for the week of 09/02/2020

CITY OF DORAL

PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 09/02/2020

Bid #	Broadcast Date	Due Date	Bid Name	Dept
RFP No. 2020-16 and Project FN	06/05/2020	07/20/2020	Disaster Cost Recovery and Related Grant	
Pre-Bid meeting 06/24/2020, 22 firms attended 6 Submittals received; bids are being evaluated.			Management Services	
RFP No. 2020-18 FN	06/05/2020	07/17/2020	Insurance and Risk Management Services	
Pre-Bid Meeting 06/25/2020, 7 firms attended 3 Submittals received; Award Recommendation made.				
RFP No. 2020-19 FN	06/19/2020	07/21/2020	Deferred Compensation Plan	
Pre-Bid Meeting 06/30/2020, 11 firms attended 6 Submittals received; bids are being evaluated.				
ITB No. 2020-21 PW	07/10/2020	08/21/2020	Doral Cultural Arts Center Construction	
Pre- Bid Meeting 07/24/2020, 3 firms attended 3 Submittals received; bids are being evaluated.				
RFQ No. 2020-22 Architectural PW	06/25/2020	08/07/2020	Professional General Engineering and Services	
Pre-Bid Meeting 07/09/20, 84 firms attended 25 Submittals received; bids are being evaluated.				

ITB No. 2020-23 06/17/2020 07/30/2020 Canal Bank Stabilization Program: Year 5A
Phase II PW
Pre-Bid meeting 07/07/2020, 15 firms attended
4 Submittals received; Award Recommendation made.

ITB No. 2020-24 06/18/2020 07/31/2020 Stormwater Improvements: Sub Basin A-2
PW
Pre-Bid meeting 07/08/2020, 14 firms attended
9 Submittals received; Award Recommendation made.

RFP No. 2020-28 08/28/2020 09/29/2020 Collision Repair and Body Work Services PD
Pre-Bid meeting 09/08/2020

Human Resources

- HR METRICS: This week, HR received a total of 36 employee inquiries and completed 13 PAFs, as follows:

HR Inquiries: 36

- o Family Medical Leave 1
- o Open Enrollment Insurance 7
- o ID Badges 1
- o Backgrounds for Police Officer, PSA, 6
- o Resignation Inquiries 3
- o Kronos 15
- o Pre-Employment Legislative Analyst – 1
- o Job Offers 2

PAF Tracker: 13

- o Performance Merit Increase 6
- o Temporary service out of rank -2
- o Address Change 1
- o Verification of Employment 4

- COVID-19 TESTING: In an effort to sustain operational efficiencies and care for the welfare of our workforce, the Human Resources Department continues to work with the City Manager's Office to facilitate weekly onsite COVID-19 testing of essential personnel/first responders at City Hall. On Thursday, September 3, 2020, 30 essential personnel/first responders were tested at City Hall. To date, Human Resources has received and filed 564 COVID-19 test results. The Human Resources Department continues to closely monitor COVID-19 related cases to ensure that proper protocols are met before allowing affected employees to return to work.

- STEP CHALLENGE: Human Resources prepared a flyer to send to all employees for the upcoming step challenge that will run from September 7 through September 14.

- OPEN ENROLLMENT: The 2020 Open enrollment period is currently underway from Monday, August 31, 2020, through Friday, September 11, 2020, at 11:59 p.m.

- CURRENT JOB POSTINGS

- Full-time Structural Plan Examiner (Building Department) – (Posting extended 2 more weeks)

- Auto Maintenance Technician (Public Works Department) – (Open Continuous)
- Police Officer (Police Department) - (Open Continuous)

Information Technology

- Police Support:
- Began yearly Inventory.
- Completed card access rights for users.
- Entered new State Statues to RMS.
- Pushed State Statues to Mobile users.
- Fixed EOC to be email to O365 users.
- PD is now on Windows 10 only.

Systems Administration.

- Review and Keep the backups 100% operational.
- Change the External DNS to accept emails from MailChimp.
- Weekly Team meeting.
- Reconfigure SQL Monitor to DBA, increase memory and restart after updates.
- Created Group Policy to allow access to RDP for EnerGov remote users.
- Worked with the consultant to create connectors to send emails directly from Office 365 in PD.
- Worked with the DBA to create the Last reboot Dashboard.
- Increase disk in Veritas city hall server.

Network Administration

- Monitored City's Network and performed actions based on incidents.
- Participated in internal and external meetings.
- Supported the PD and City Hall Help Desk during network/systems troubleshooting.
- Onsite visited the Morgan Levy Park and troubleshot the Fire Alarm Analog Line.
- Worked with the Security Partner on the Security Scanning Project.
- Supported the Systems Admin during the final phase of the migration of PD emailing services.
- Modified the phone system as per users' requests.
- Continued to work on the Integration of the Network Access Controller.
- Closed 90% of support tickets
- Physical Inventory of IT equipment (in progress)
- Configure and troubleshoot Scan to Folder on Ricoh printers (in progress)
- FY1920 Replacement desktops at CH (in progress)
- Setup and assist users for Bluebeam Training sessions (in progress)
- Setup and assist users for Security Awareness Training (in progress)
- Clearance administration for access control system (in progress)
- Configuration of holiday schedule for access control system (in progress)
- Morgan Levy Park Site walk through with ADT (completed)

Systems Analyst

- IT Access Control Upgrade Server Room ELECTRICAL Work COMPLETED
- IT Pay Guarding POS Connectivity Issues COMPLETED
- IT EnerGov GL Accounts-Charge Code Configuration COMPLETED
- IT BlueBeam ToolSets-License-Profile-Stamps COMPLETED
- IT EnerGov FEE-Change Code Mapping IN PROGRESS
- IT Tyler FORMS Migration Forms/Reports MUNIS Audit IN PROGRESS
- IT CD-PLUS EnerGov User Table Auditing IN PROGRESS
- IT Tyler Forms Migration in PROGRESS

- IT Software House Clearance Groups and Access Configuration IN PROGRESS
- IT EnerGov Intelligent Objects Configuration IN PROGRESS

Security Manager

- Analyzed 24 emails reported by City users
- Assisted PD with their email migration
- Conducted Citywide Security Awareness Training

Assistant IT Director

- Decommissioning Session
- Microsoft Account Team meeting
- VDI for Field iPad-Code
- Security Assessment Progress Meeting
- Doral Database Training (Geotab)
- Crown Castle Renewal Discussion
- MX record Configuration troubleshooting
- Motorola / Central Square-One Solution Interface Discussion
- MyCivic: Kick-Off Meeting

GIS Administration:

- Conducted EnerGov - GeoRules , geo query, intelligent object for exempt.
- Conducted Tyler311 for geocoding.
- As per public works dept's request, assisted ArcGIS pro geoprocessing tool from CAD to GIS.
- Researched new ESRI products.
- Followed up with police dept about GIS school map.
- Followed up with public works dept about GIS trees and stormwater map.

Citywide Projects

- 2018-2019 BD - DEVELOPMENT SERVICES SOFTWARE
- All users are performing unit testing on Professional licenses setups/updating changes of configurations while testing all user processes. IT team continues testing and troubleshooting all
- IAA and IO missing and will be testing these this week as we wait for Conversion data. We completed list of reports/letters from our inventory of all forms. Now waiting for Tyler to develop the 22 forms in accordance to contract and then plan a testing time for these. We are still creating maps and testing for exempt records requirement.
- Project overall is 39% completed
- 2019-2020 Tyler 311
- We are coordinating Tyler311 testing for September. We are waiting for API development completion by October. IT team is still waiting for access to the SRSS portal for reporting.
- Project overall is 40% completed
- 2019-2020 Integration to Bluebeam Revu (Electronic Document Review) Project
- Users testing plan with training has started and should be completed without the EnerGov plug-in by next week. we have installed all documentation and files provided from Bluebeam and users are learning how to use with real cases. We met to address test scripts which have been completed this week during training.
- Project overall is 77% completed
- 2019-2020 MyCivic
- We had Kick-off meeting for MyCivic application and coordinating a configuration training to implement MyCivic starting planning in September.
- Project overall is 10% completed
- 2020-2021 IGinspect and IGenforce applications
- Testing with Building department SME and Code SME has been performed, issues with timing of response has been informed, we are waiting new forms and reports development created by

- Tyler to finalize Unit testing.
- Project overall is 45% completed
- 2020-2021 CSS Citizen Self Service
- We are having issues with new upgrade on user testing and waiting on Tyler to resolve.
- Project overall is 70% completed
- 2020-2021 Accounts Receivable System
- We are having implementation/configuration/unit testing during this month. Finance has decided reporting requirements and inventory was updated
- Project overall is 17% complete
- 2019-2020 EnerGov Integration to Laserfiche (Document Retention Software) Project
- Council meeting approval was obtained, preparing PO and will start planning week of September.
- Project overall is 10% completed
- 2020-2021 EnerGov Cashiering Project
- We are waiting for system configuration to see what forms/reports for Cashiering requirements will be required while entering all GL codes . We are updating Project plan/implementation plan with all requirements and dates for configuration.
- Project overall is 7 % completed
- Database Administrator:
- Working on a New IT Internal Dashboard to measure the Last Reboot on Servers and workstations, it will contain metrics showing when a computer or workstation was rebooted for the last time, in periods of less than 30 days, 30 to 60 days, and greater than 60 days by domain and Entity. This dashboard helps the System Administrator to follow up that the latest path for
 - Windows Update has been installed on each server in a period of fewer than 60 days, and will help the Help Desk Supervisors to control inventory in Kace.
 - Refreshing the Internal and External Dashboards as usual at the beginning of each month, running the manual processes that together with the automated ones populate the graphs.
 - Applied Windows Update on the NAPSQLCLUNET-01 Cluster production servers: NAPSQL2012C1 (194.168.34.70) and NAPSQL2012C2 (194.168.34.71).
- Application Development:
- Set up and deployed HR iPad with HR Inquiries app.
- Created View in CRM for Covid-19 Food assistance program.
- Set up EnerGov IAA on Permit, Plan and Inspection modules to run Geo Rule that maps confidential flag.
- Set up Mailchimp/Mandrill for CD-Plus email service.
- Assisted PZ and BD with properties.
- Assisted to EnerGov meetings.
- Website Projects
- FPL 2 LPR Poles:
 - Horsepower engineer is back updating plans with requirements for MDC permits requested changes and now waiting for MDC to approve permits of site 26 and 30.
 - Project is 39 % completed.
- WCCD 37122- New Smart City Certification Project
- We called but they ask us for another 3 weeks for new reviser to complete work with us; we should have results by September and then we will have meeting for final auditor approval.
- Project is 95% completed
- Intersection LPR's & CCTV
- Maintenance and monitoring of License Plate Readers to include field repairs.
- Maintenance and monitoring of Traffic surveillance cameras to include field repairs.

- Continued working with Miami-Dade PW, City of Doral and HP Electrical engineer on the design/permit of Site I, Site 26, and Site 30 LPR camera installation.
- Continued installation of Axis 360 degree cameras to replace out dated Trafcam at LPR Sites.

Parks and Recreation

- Held Core Admin Staff meeting
- Doral Central Park Irrigation Pump System visit
- Staff attended Citywide Security Awareness Training
- Director attended FRPA annual conference
- Discussion with BA and RSM Design about Doral Central Park signage and wayfinding
- COVID-19 Weekly Meeting
- Special Needs Specialist held weekly virtual classes for Doral Special Olympics Group

Planning and Zoning

- The department submitted all items to the City Clerk for the September 22, 2020 Council Zoning Meeting. All notices have been delivered to the City Attorney for review.
- This week staff participated in Bluebeam Revu Training.
- This week staff completed the Security Awareness Virtual Training

Occupational Licensing

23 New BTR/CU licenses approved this week.

1 Temporary Outdoor Dining permits approved this week. (47 total approved permits)

2. Planning and Zoning

29 Building Permits reviewed this week.

32 Inspections performed this week.

4 New Addresses/Units created in CD-PLUS.

1 Special Event Permits received this week.

- PZ Director participated in EnerGov meeting to discuss EnerGov zoning applications process.
- PZ Director participated in City of Doral database training (Geotab)
- PZ Director met with consultants to discuss Doral Décor District action Plan and Code updates.
- PZ Director as Assistant Director participated in meeting to discuss variance for minimum standards for outdoor recreation playground and play areas for a proposed school located at 4005 NW 79 AVE.
- PZ Director and Assistant Director and Economic Developer participated in State of the City discussion to review department accomplishments for the last 4 years.
- PZ Director and Assistant Director participated in leadership teams meeting.

Economic Development

- Participated as featured panelist in national Dell/Carahsoft Future Cities panel discussion focusing on Smart City strategies for Economic Development.
- Met with Doral Bar Association re: logistics of panel discussion at monthly meeting on September 30.
- Met with CAMACOL Doral re: Virtual Town Hall Meeting and 3-month webinar series focused on specific business sectors in Doral.
- Participated in follow-up demos for directors with ZoomGrants and WiseHive and scheduled Coastal Cloud demo re: business assistance grant and rental assistance grant application intake portal proposals.

- Met with Urban3 and Business Flare re: project presentation review.
- Met with Miami Dade County Economic Development re: site for manufacturing business seeking 16,000 sq. ft. for possible new business with 150 jobs.
- Coordinated with Outdoor Media and Public Affairs to activate Doral messaging on digital billboard on SR826.
- Finalized logistics and met with supporting panelists for 'Grow with Google' webinar series for September-December.
- Met with Doral Decor District committee members re: implementation of branding banners and wayfinding signage.
- Supported BTR mailing with Spend Local business registration flyer.
- Provided State of the City accomplishments to Public Affairs.
- Accepted invitation to participate in Costa Rican Chamber 5 Year Anniversary event.
- Provided business assistance information, technical support, B2B and support organization referrals, site selection orientation and data to Doral businesses.

Police Department

Arrests

- Felonies: 13
- Misdemeanors: 7
- Traffic: 4
- Warrants: 5
- DUI: 2

Traffic Citations

- Hazardous Moving Violations: 227
- Non-Hazardous Moving Violations: 326

Notable Arrests & Incidents

Aggravated Battery

Doral Police arrested a woman who stabbed her husband in the arm during a domestic dispute. Officers were summoned to the Kendall Regional Hospital Emergency Room located in the 10900 Block of NW 41 Street regarding a patient who was being treated for a stab wound and other lacerations. The male was reluctant to cooperate with police and only advised that he and his wife had consumed a considerable number of alcoholic beverages and he did not remember how he received his injuries. Police responded to the address on his driver's license and found the man's wife who advised that her husband woke her up with the injuries. The wife advised that she had no knowledge of how her husband received the injuries. She advised that she disposed of bed sheets that were stained with blood and cleaned up the interior of one of the elevators in her building that was also stained by her husband's blood. A review of a telephone call that was placed to the Miami-Dade Police Department's 9-1-1 Center revealed that the call was made by the husband (victim) using the wife's (subject) telephone. In the call the husband states that his wife is armed with a knife and threatening him. In addition, the wife granted the officers on the scene access to the couple's apartment where it was clear that an altercation had taken place due to the visible disarray and condition of the interior of the apartment. Based on the aforementioned evidence, the subject was charged accordingly and taken to TGK.

Possession of Cocaine with Intent to Distribute

Possession of LSD with Intent to Distribute

Possession of THC with Intent to Distribute

Possession of Marijuana with Intent to Distribute

Possession of Heroin with Intent to Distribute

Possession of Methamphetamine with Intent to Distribute

Possession of Drug Paraphernalia

Doral Police officers were patrolling the parking lot of the gas station located in the NW corner of 107 Avenue and 58 Street when they noticed the strong smell of marijuana emanating from a vehicle that was parked at the gas pumps with its right front door open. The officers went to investigate and observed a man sitting in the front passenger seat rolling marijuana cigarettes in plain view. The officer inquired if there were any other narcotics inside the vehicle and the male answered that there was not. The officer asked about the whereabouts of the driver of the vehicle and the passenger advised that he was inside the gas station. One of the officers conducted a cursory check of the interior of the store and did not locate him. The officer returned to the vehicle and asked the passenger to call the driver / owner of the vehicle. The passenger texted the driver but did not notice that the driver had left his phone inside the car plainly visible to the officers. One of the officers noticed when the driver's phone alerted to an incoming text message from the driver alerting him about the police presence. The owner of the vehicle was located a short while later in a nearby shopping center, taken into custody and brought back to the scene. A search of the vehicle incident to arrest revealed large quantities of cocaine, LSD, methamphetamine, THC, marijuana, heroin, as well as assorted items of drug paraphernalia. The subjects were also in possession of items commonly utilized in the distribution and street level sales of narcotics such as a scale and plastic baggies. The subjects were charged accordingly and transported to TGK.

Public Information Office

- The PIO handled inquiries from the media on matters involving the Doral Police Department.
- The PIO managed the department's Twitter and Instagram accounts on a daily basis and posted on matters of public safety and community affairs that may be of interest to our community.
- As chairperson of the Awards Committee, the PIO reviews and maintains all commendations and nominations of departmental employees for future consideration.
- The PIO compiled the statistical data and arrest reports, and prepared the Weekly Highlights Summary which is sent to the City Manager's Office.
- The PIO handled other tasks assigned by the Chief's Office.

Neighborhood Resource Unit

- Doral Central Park Food Drive
- RB Cycle-bike unit vendor
- Sam's-business contact
- DPD case 14795 RW
- COVID Tent at Main Station
- COVID Tent at International Mall
- Divine Savior school assignment
- Downtown Doral Charter Elementary school assignment
- Downtown Doral Charter Middle/Upper School assignment
- Apex-gate code-property manager
- Summit-gate code-property manager
- Village of Doral Oaks-Calling Police Dept. pool damage
- Mansions DPD Case 14776

- SFSG-DPD case 14776 Mansion
- Wingate/Quality Inn-f/u on Off duty permit
- Ronald Reagan High-met with principal
- JCB/JIS Middle High met w/district
- Fast Signs-business contact
- Graziano's Bike-vendor
- Baptist urgent-Heroes food delivery
- RB Cycles-bike vendor
- COVID Tent at Main Station
- COVID Tent at International Mall
- Divine Savior school assignment
- Downtown Doral Charter Elementary school assignment
- Downtown Doral Charter Middle/Upper School assignment
- Initiate Safecam and 27 of garbage cans/and HOA update list project for bike unit
- Winsor met w/property manager and updated gate code
- All Import-business contact vehicle accident
- Schools in Doral Safecam email
- COVID Tent at Main Station
- COVID Tent at International Mall
- Divine Savior school assignment
- Downtown Doral Charter Elementary school assignment
- Downtown Doral Charter Middle/Upper School assignment
- IT training-web security
- Windsor-gate code met w/property manager & follow-up package theft cases
- Safecam program-Doral Schools
- 27 of garbage cans-Safecam –communities
- Sam's-business contact
- All import-business contact-vehicle accident
- COVID Tent at Main Station
- COVID Tent at International Mall
- Divine Savior school assignment
- Downtown Doral Charter Elementary school assignment
- Downtown Doral Charter Middle/Upper School assignment
- Logistics-grocery deliveries
- Publix-Doral Commons-
- 4 communities-grocery drive
- Mandatory Training
- Meet Domino's Pizza new General Manager
- COVID Tent at Main Station
- COVID Tent at International Mall
- Divine Savior school assignment
- Downtown Doral Charter Elementary school assignment
- Downtown Doral Charter Middle/Upper School assignment

Training Section

- Annual Rifle Qualifications – Medley Firearms Range
 - o Patrol Officers
 - o Motor Units
- New Hires Police Academy
 - o Victim & Witness Assistance Program
 - o Body Worn Camera Training
 - o Taser 7 Certification

- o Firearm Qualification and Issuance
- o Defensive Tactics – Handcuffing and Hobble Restraint
- o CPR
- o Traffic Laws/Employee Traffic Crashes
- o Discriminatory Profiling/Professional Traffic Stops
- o Photographic Line-ups and Show Ups
- o Scene Management
- o Office Safety Scenarios (with BWC)
 - Scheduled make-up dates for Taser 7 certifications
- o September 7 & 10, 2020 – Doral Police Training Center
 - Completed Schedule for Managing Change and Stress in the 21st Century
- o September – November 2020 at the Doral Police Training Center

The Training Section disseminated the following training bulletins:

- Legal Tip of the Day – Indoor Dining Permitted
- September is National Prevention and Awareness Month
- Young People and Suicide

Office of Emergency Management

- Attended NWS Miami weekly weather briefing.
- Attended FEMA Mitigation Grant Webinars on Building Resilient Infrastructure and Communities (BRIC) and Flood Mitigation Assistance (FMA) on avoiding application pitfalls.
- Review information sent by the County OEM Mitigation section in reference to new requirement for municipalities to adopt the Local Mitigation Strategy (LMS) prior to September 15, 2020 and provided wording for resolution.
- Distributed rapid assessment information provided by County OEM for ARM360 additional training.
- Conducted monthly EOC inspection.
- Attended FEMA webinar on Effective ACCESSIBLE Communications Part 2
- Created daily reports on Doral COVID-19 cases number information with data provided by the Florida Department of Health, and shared COVID-19 and other information with Directors. New data includes daily number of positive cases in Doral.
- Attended National COVID-19 briefing call with new testing capability and guidelines for vaccine distribution.
- Distributed Miami-Dade County daily COVID-19 Dashboard.
- Coordinated delivery of N95 masks pending balance.
- Continue providing daily Situational Awareness reports to City Directors.
- Continued outreach on COVID-19 prevention and mitigation on website and social media platforms including information provided by the CDC, the Florida Department of Health, Miami-Dade County Fire Rescue, and the City's Public Affairs Office. Information also included testing sites.

Public Works

- Conducted survey of all banners and empty brackets on display citywide to create a map and it also includes potential new City light pole locations.
- Attended the 2021 Street Tree Matching Grant informational webinar.
- Conducted planting of over 400 orchids at Doral Glades Park as part of The Million Orchid Project in partnership with Fairchild Tropical Botanical Garden.
- Made updates to the monthly report, the Capital Projects Dashboard and the Current Projects section on the City of Doral website to reflect August 2020

- Participated in the evaluation committee for RFQ 2020-22 General Engineering Consultant services for the City.
- ITB 2020-08 “Stormwater Improvement at NW 114 Ave & NW 50 Street”: Phase I along NW 114th Avenue between NW 50th Street and NW 58th Street was completed by Saturday, August 14th with final lift of asphalt. The Contractor has moved to Phase II along NW 50th Street between NW 114th Avenue and NW 112th Avenue and have closed the roadway to begin drainage installation next week. Construction along Phase II continues. All connections but one has been completed. A conflict was found with an existing Water Main that the Engineer of Record is coordinating with the County on modifications. Contractor will continue to work on subgrade in the meantime.
- ITB 2019-36 “Canal Bank Stabilization Project Year 7”: Project is complete. Only pending item is to sod the FAA property along NW 25th Street as the Sod Farm is not harvesting at this time due to bad weather. An inspection was scheduled for Thursday, September 3rd with Miami-Dade County Public Works Division to review the Launch Pad area. Another walkthrough is scheduled for Tuesday, September 8th for project closeout.
- NW 82 Ave. Roadway Construction between NW 27 St. and NW 33 St. (9/3) No activity. This project is in closeout phase.
- NW 74 St. Traffic Signals at NW 97 Ave. and at NW 102 Ave. (9/3) Contractor has installed thermoplastic striping at all cross walks for both intersections. Contractor is working on punch list items and preparing for Final inspection with MDC next week.
- Citywide Sidewalk Improvements: (9/3) Contractor is waiting on asphalt cure time to install thermo striping.
- NW 41 St. Roadway Construction between NW 87 Ave. and NW 79 Ave. (9/3) Contractor has completed structural asphalt course for Phase I from 79th to 82nd avenue. Contractor has installed temporary string on Phase I from 79th to 82nd avenue. Meeting was held with CC homes regarding turnout of phase IB. Meeting was held with Atrium regarding harmonization of guard railing and cubing.
- NW 112 Ave. (25 - 34 St.) Roadway Construction Improvements: (9/3) Contractor is now working day and night to complete NW 27th street and 112th avenue from 25th to 27th street in anticipation to school opening back up.
- Received Quality Assurance Audit Closure Memo Miami-Dade County for the American Recovery and Reinvestment Act of 2009 (ARRA) Shelters