



Memorandum

To: Honorable Mayor and City Council

Date: October 09, 2020

From: Albert P. Childress, City Manager

Subject: **Weekly Council Update/October 4 - October 10, 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) Wearing of Masks - COVID-19
- 3) Storms - PW
- 4) HR - Executive Physical
- 5) Election Day - Tuesday, November 3rd
- 6) City Council Meeting - Number of Items
- 7) November Election - Change in Vice-Mayor
- 8) Doral CARES Grants Program
- 9) Phase III - Parks

- 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 City Deputy Manager along with Councilwoman Cabral, Legislative Analyst, Mr. Christian Contreras, Code Compliance Director, Mr. Edgard K. Estrada, Building Official/Director, Mr. Rene Velazco and Assistant Building Director, Ms. Jane Decker met with Mr. Bill Watts, Ms. Carmen Caldas and Mr. Carlos Tirado Tirado regarding Camera issues within Condo 7 at Las Brisas at Doral.
- Deputy City Manager held along with Economic Developer, Mr. Manuel Pila, held training for Doral CARES backend users.
- Deputy City Manager along with Communications Director, Ms. Maggie Santos held meeting with Ms. Christine Boldt, Executive Vice President for Association of Floral Importers of Florida (AFIF) regarding Food Distribution Event on November 10, 2020.
- Deputy City Manager held staff meeting with Building Official/Director, Mr. Rene Velazco.
- City Manager held weekly meeting with Information Technology Assistant Director, Mr. Carlos Olivares.

- City Manager and Deputy City Manager held meeting with Public Works Director, Mr. Carlos Arroyo and Facilities Manager, Mr. Luis Sanchez regarding Doral Government Center Garage Repairs.
- Deputy City Manager held weekly meeting with Planning & Zoning Director, Mr. Alexander Adams.
- City Manager and Deputy City Manager along with City Clerk Diaz and City Attorney Figueredo held meeting with Mayor Bermudez to review the Agenda for Council Meeting scheduled October 14.
- City Manager and Deputy City Manager held individual meetings with each department to talk about the Fiscal Year 2020-2021 budget (Health Insurance, Cost of Living, Merits).
- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- Deputy City Manager held weekly meeting with Parks & Recreation Director, Ms. Erin Weislow.
- Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, Procurement Manager, Ms. Tanya Donigan, and Economic Developer, Mr. Manuel Pila regarding Doral Cares Grant process.
- Deputy City Manager held weekly meeting with Assistant Planning & Zoning Director, Mr. Javier Gonzalez.
- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- Deputy City Manager held weekly meeting with Building Official/Director, Mr. Rene Velazco and Assistant Building Director, Ms. Jane Decker.
- City Manager and Deputy City Manager held individual meetings with City Councilmembers to review the Agenda for Council Meeting scheduled October 14.
- City Manager held weekly meeting with Chief of Police, Mr. Hernan Organvidez.
- City Manager held weekly meeting with Human Resources Director, Mr. John Prats.
- City Manager held weekly meeting with Communications Director, 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 attended virtual State of Florida Acquisition and Restoration Council Meeting with Parks and Recreation Director.
- 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 50 people who were observed in public without masks.

Capital Improvement Project Manager

Doral Cultural Arts Center:

- Ground-breaking Ceremony to be rescheduled, per Public Affairs.
- PMT and IT Department met on October 7th to discuss IT required components for the project.
- Construction sign/banner sent to Public Affairs for their review and approval.
- Contract comments received from KVC on October 6th, PMT is addressing them.

Morgan Levy:

- Contractor is gathering submittals for A/E review.
- PMT prepared Notice to Proceed to start Construction by October 14th.

White Course:

- RFP Advertisement will to be published on October 9th.
- Consultant is completing final Design Package for permitting.
- City Departments review of Revised Permit Set due October 9th.

Doral Meadow:

- General construction on-going.
 - o Multipurpose interior paint completed.
 - o All new doors installed and poured completed.
 - o Mechanical insulation installation and inspection passed.
 - o Epoxy flooring for the restroom completed.
 - o Restroom interior paint completed.
 - o Restroom plumbing fixtures completed.
- PM working on project progress presentation to be presented on the Bond Meeting.

Doral Central Park:

- A/E addressed Parks and Recreation comments for Schematic Design Package.
- Schematic Design comments closed.
- Design Development Package due October 9th.
- Received approval from Parks and Recreation for the final floor layout for the Recreational Center and Aquatic Facility.
- Park Site Visit to discuss trees root-pruning process, impact and schedule with consultants held on October 6th.
- PMT and A/E participated on weekly meeting of the status of project.
- PMT, A/E and IT Department participated on weekly on-going coordination.
- PMT met on October 6th with Parks and Recreation and A/E to discuss pool systems.
- Waste Management and Trash Collection meeting with consultants and Parks and Recreations held on October 7th.

Doral Boulevard Pedestrian Bridge:

- RFP to be advertised early November.
- Awaiting final approval from the State.

Trail Network:

- Project Design is on-going.
- PM is performing luminance testing of glowstone samples (Green; Aqua Blue; & Deep Blue) – (testing at 10 min, 30 min, 60 min, & 120 min).
- Material tested after eight (8) weeks of daily sunlight exposure is ongoing.

Lighting of Trails:

- Project Design on-going.

Trails and Tails Park:

- 100% Construction Documents set sent to Parks and Recreation and IT Departments for review.
- ITB Draft is in progress to be advertised mid-October.

Additional Items:

- The PMT participated on weekly meeting for coordination/status of projects.
- Weekly Bond Meeting Process and Construction Management.
- PMT met with City Attorney and Procurement to discuss Accounting Records Contract Language Related to Cultural Arts Center.

Building Department

- Director and Assistant Director attended the Miami-Dade County Building Officials meeting via Microsoft Teams. Current and future procedures to process permits applications during the Covid-19, Phase III were discussed.
- Reviews and inspections of the Park Bond projects by the City departments and the County agencies continue to take place on schedule. Building personnel continues to work closely with other departments and the County entities to process applications.
- Director and Assistant Director attended the weekly meeting with the Deputy City Manager. The final recommendations and corrections that must be discussed with the consultant, PMG, were clearly determined.
- Assistant Director, Jane Decker, and Building Development Services Coordinator, Carlos Diaz worked on the final details for the PMG Fees and Utilization reports. Mrs. Decker is currently working on accurately organizing and presenting the data and results of the study.
- Building continues to work with IT and other departments on the process for the implementation of Energov. Train the Trainer seminars were conducted throughout the week to prepare the Subject Matter Experts for proper training and mentoring of all members from the different departments.
- COVID 19: Continue to practice safety measures and continue monitor activities at constructions sites, and the Solutions Center. Testing of employees continues. The Building department is working with Code Enforcement and Zoning to properly manage the County's new food establishments measures for Phase III.
- The Building Department continues to work closely with the teams for the Jackson Hospital and Baptist Hospital projects to assist in the completion of the construction phase. The Baptist Urgent Care project in Downtown Doral is already operating under a TCO, Temporary Certificate of Occupancy, from the City and the Fire Department.
- PHONES: Data available: 692 Inbound call count for week; 3:00m average time per call; 42hr+ total time for week
- INSPECTIONS: 89 Average Daily Inspections, 444 total Inspections Completed (week)
- PLANS REVIEWS: 343 Plan Reviews (Quantity), 2% Expedite, 6% Walk-Thru, 34% Rework, 58% Drop-off/Electronic
- Average plan review time per plan per trade = 19 mins
- LOBBY DATA (DORALQ): 147 Total Building Dept Customers; 29 Lobby Daily Average, 10.2 mins Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 16 mins

- VELARO CHAT PORTAL: No data this week.

Code Compliance

Field Supervisor coordinated virtual meeting with members of the building department, licensing, and local gym owners to resolve pending case from 2018.

Department participated in FY 20-21 Budget meeting with City Manager's Office.

Jean Avenia was promoted to Code Compliance Field Supervisor and start date was October 5, 2020.

Pending \$16,000 citation was paid for high rise banner violations.

Finance

- Accounts Payable: Processed 280 invoices; 54 checks and 16 wire transfers were issued for a total of \$1,118,289.
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- FY 2021 Adopted Budget posted on the City's website
- The Fiscal Year 2020 Financial Audit has commenced

PROCUREMENT

1. Below Cone of Silence Report for the week of 10/08/20
2. A total of 71 PO's were created for a total value of \$2,354,352.

PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 10/8/2020

- Solicitation No. and Title: RFP No. 2020-16 - Disaster Cost Recovery and Related Grant and Project Management Services

Dept: Finance

Broadcast Date: 06/05/2020

Due Date/ Bid Opening Date: 07/20/2020

Status: Award Recommendation has been made.

- Solicitation No. and Title: RFQ No. 2020-22 - Professional General Engineering and Architectural Services

Dept: Public Works

Broadcast Date: 06/25/2020

Due Date/ Bid Opening Date: 08/07/2020

Status: Award Recommendation has been made.

- Solicitation No. and Title: RFP No. 2020-26 – Investment Management Services

Dept: Finance

Broadcast Date: 09/08/2020

Due Date/ Bid Opening Date: 10/13/2020

Status: 11 Firms attended the Pre-Bid Meeting.

- Solicitation No. and Title: RFP No. 2020-28 - Collision Repair and Body Work Services

Dept: Police/ Public Works

Broadcast Date: 08/28/2020

Due Date/ Bid Opening Date: 09/29/2020

Status: 2 Submittals received; bids are being reviewed.

Human Resources

COVID-19 Testing for Doral Residents

- COVID-19 testing for City of Doral residents began on September 14, 2020, and is programmed to run through December 4, 2020, as a drive-thru service at the Police Training Center on 97th Avenue. As of September 30, 276 City of Doral residents have been tested. The testing is being conducted from 9 a.m. to 1 p.m. on Mondays, Wednesdays, and Fridays. Seventy (70) appointments are made available each day via a link provided by Biotech Clinical Laboratory, which residents access through the City's website. The City does not see the information and does not retain any information entered by residents through the Biotech link. Not all residents that make the appointment show-up. The average is 34 residents getting tested each day.

COVID-19 TESTING for City Employees:

- 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, October 8, 2020, (27) essential personnel/first responders were tested at City Hall. To date, Human Resources has received and filed 737 COVID-19 test results. To date, 434 tests have been administered at City Hall. 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.

CURRENT JOB POSTINGS

JOB TITLE POSTING DATE CLOSING DATE

Police Officer

6/13/18 Open Continuous

Auto Maintenance Technician

09/27/19 Open Continuous

Mechanical Inspector/

Plans Examiner 08/15/20 Open Continuous

Auto Maintenance Helper 10/07/2020 10/21/2020

Structural Plans Examiner 08/15/2020 Open Continuous

Special Projects

- HR continues working with University of Miami and St. Thomas University to promote the City of Doral's Executive Internship Program. The 12-week program is aimed at college level students that are currently enrolled in an accredited university with a GPA of 3.0 or higher. Students will earn \$15 per hour and work 15 hours per week. This amazing opportunity will provide students with practical hands-on knowledge and experience in dealing with the many aspects and complex relationships that are essential in producing and implementing a multitude of diverse community services and greater awareness and understanding of the day-to-day duties and responsibilities of elected officials. The posting has been made available through the university's Hand Shake portal.

- HR is also working with Miami-Dade College and St. Thomas University to find Information Technology students interested in being part of a non-paid internship program with the City's IT Department. Students will gain experience in government and learn how to deliver IT Help Desk services.

- HR completed 135 Personal Action Forms and 135 corresponding memorandums to reflect the implementation of the new pay step plan for sworn members of the Police Department, as outlined in the collective bargaining agreement with the Police Benevolent Association.

Interviews

- HR participated in interviews with the Public Works Department in the selection process for Auto Maintenance Technician vacancy.

Information Technology

- Public Safety Support - Includes management and support of technical operations and public safety technology need. Monitoring, troubleshooting and operation of CCTV cameras, license plate reader systems, crime analysis systems, video management systems, traffic management systems, crime mapping technologies, public safety applications and other technologies. Assists public safety and other city personnel with data and video analytics requests (incidents, traffic engineering, events.) This week, the IT Department patched a security vulnerability with the RSA token login for officers. Due to a new card access upgrade, we moved all the old card access panels to CH for auction. IT fixed a payment issue that was affecting customers when making a payment for their alarms. To better serve the citizens of Doral, and keep them safe, the I along with other IT members attended a webinar to enquire more information about a drone system. The IT Department had a meeting with Miami-Dade County police, along with Cry Wolf and Motorola to come up with a solution to implement the Miami-Dade County CAD system.
- System Analyst works on citywide process improvement initiatives, and best practices to reduce waste and costs, solve problems, and improve efficiencies and quality of service. For our city to be smart, integration of city systems is essential in order to provide flexibility and access to real-time information for creation and delivery of efficient services. Our System Analyst is dedicated on working on the new Development Services Software to provide a next-generation replacement to its current permit system that will provide core tracking and workflow functionalities. This week, Resolving Issues with MUNIS TEST Environment. MUNIS Citywide Access Restriction/Enable for End of Fiscal Year. Testing DEMO a new SFTP Citywide Solution, Updated MUNIS Service Accounts and Updated All Windows Services. KRONOS Version Upgrade Request to Support [Pending Date], IO's and IAAs Testing, CSS TEST Issues, CASHIERING Implementation, FEE-Charge Code Mapping, Intelligent Objects Configuration, Scheduled MUNIS Support Session to Update System wide Passwords to avoid possible Security Breach.
- Network Administration supports and manages more than 200 networks connection and endpoint devices, that include all switches and routers for a diverse, multi-campus, multi-facility enterprise. This includes voice, data and video circuits, wireless and wired links, smart city IoT nodes and gateways, 911, fiber optics network, telephony systems, telecommunications towers, I.T. environmental, and facilities maintenance. The telephony Telecom supports a full call manager system across the enterprise with nearly 300 devices on the office desk throughout our service domain, ensuring call quality, voicemail service, and switchboard/call transfer, and conference call capabilities. This week discussed the scope of work and the Network Infrastructure of the Doral Cultural Arts Center with the Park Bonds' team and conferenced with Fortinet Vendor and talked about new security/networking features. Also, configured a ring Group on the Voice System for the intercom communication at the PD Training Center, provisioned the network due to a user moving at the police department and troubleshooting network connectivity at the intersections 8 and 19. Finally, continued to work on the Integration of the Network Access Controller and the existing Network Infrastructure.
- Systems Administration orchestrates and continually maintain hundreds of physical and virtual servers running mission critical applications for the enterprise and department-level programs vital to serving resident and business needs in Doral. These services include all the hardware, connectivity, and redundancy to support daily data backups, off-site storage, on-site and remote failover capability, disaster recovery and off-site implementation for critical operations staffing. This week, reviewed files to keep the backups 100% operational, attended the weekly change management meeting, completed the Active directory migration, decommissioned 7 servers with Windows 2008R2 and installed 6 servers with Windows 2019, worked with the archiving

company to fix index issues in our servers, worked with the support of our backup software to clean old snapshots to save space in our local storage, fixed DNS issues for the Police department, fixed DNS issues in our Vcenter, recreated manually Secondary zones for all domain controllers in Police department, migrated DHCP server in PD to new server and Attended several meetings with vendors.

- The IT Support Desk provides continual, on-demand customer support throughout the city's business units and operational periods. Our resourceful and informed Help Desk operation manages inbound calls and effectively resolves 90% of support tickets for service and successfully address issues, problems, data/video analysis needs, and service affecting events. We modified and created clearances for new access control system and updated users' credentials for CH and PD. We make sure all workstations at CH are complying and rebooted frequently to get the latest operating systems and software updates. In addition, we continue to work on projects; FY1920 Replacement desktops at CH, Physical Inventory of IT equipment, Setup and configure Code officers iPads to access workstations and Configuring and troubleshoot Scan to Folder on Ricoh printers.

- Supervised intercom installations/programming, and multiple cable runs need for access control at PD and parks facilities. Provided multiple bidding recordings to Finance Department. Provided AV support for Building Department and HR interviews, as well as multiple Teams meetings and multiple GoToMeetings for Finance Department, also helped the mayor with virtual interviews on different platforms. First draft of the new AV room SOP was written, and revisions were made. Assisted with camera installations for LPR/Street Cams. Scheduled vendor service rooms at City hall, while also performing quality control of overall AV systems at all rooms at city hall. Participated, provided options, and designed AV and CCTV systems for multiple bonds projects. Performed daily troubleshooting with city staff, while also researching multiple solutions for everyday problems.

The Assistant Director of Information Technology directs and supervises a staff of IT professionals and the management of IT functions and daily systems operations as well as the delivery of IT services. Also, works collaboratively with the City departments in planning and implementing overall business strategy to optimally provide maximum performance and availability to City users and residents. Serves as the primary IT liaison for the citywide construction and Bond projects. This week, we had several discussions regarding the status and accomplishments of the domain upgrade project, EnerGov project, and MDC and Doral Police implementation. Communicated with PW regarding ongoing and upcoming Bond projects for Meadow, Morgan Levy and the Cultural Arts Center. Additionally, coordinated with PW and AECOM regarding IT scope for the Cultural Arts Center. Met with the internal team to discuss overall troubleshooting options regarding certain components of our EnerGov project and GIS. We also worked together to turn in the annual Records Disposition package for FY 19/20. Also, attended the Doral CARES backend users meeting and a drone program presentation.

- GIS Administration:

GIS is an integrated cross-sectoral platform to collect, manage, compile, analyze and visualize spatio-temporal information for sustainable urban planning, development and management. We continue to work with departments to develop new maps, SDE, and shapefiles. This week, I made a minor change updated with Code Enforcement map by Code Compliance's request. Also, GIS has a primary role in the implementation of the Energov system and we are underway with virtual meeting, conducting and testing CSS and Energov maps. Also, followed up with Police's request for a school information map for their approval. Continue maintenance activity includes ArcGIS GIS server. In addition, we outreached to a few cities regarding to Citizen Self-Service portal GIS map. Also, communicated with e-Map International with their imagery base map quality issue.

- The new Development Services Software (WeB – We Build Doral!) will solve challenges like communication across electronic records, the ability to audit and track performance, consistency in data entry, compliance with statutory requirements and most importantly, outward-facing citizen engagement that is easy-to-use and intuitive. The goal is a streamlined process for an optimal customer experience for our residents and businesses.

Projected Go-Live Date: 2021

2018-2019 BD - DEVELOPMENT SERVICES SOFTWARE

Tyler security breach has impacted completing tasks and schedules as Tyler is not permitting upload or data transfers affecting Conversion and Forms proof dates. We had trained the trainer sessions for the Tyler311 and IG Inspectors applications this week. We continue debugging and performing changes to GIS maps for CSS and Energov including spatial collection map for Public works and troubleshooting/changes with Energov Shell Maps this week, while users are finalizing unit testing on Professional licenses setups/updating changes of configurations. We are waiting on Tyler to resolve issues of IAA and IO triggers. We are waiting results of Conversion data and Lookup report document. We are waiting on P/Z to complete testing to start with full system testing.

Project overall is 42% completed

2019-2020 Tyler 311

We had a user training of Tyler311 with users. We are meeting with users/SME and planning implementation of Tyler311 environment this week while waiting for Tyler modifications for data fields require for the transfer of data to the PW Mobile 311. We are waiting for API development completion by October. IT team is accessing the SRSS portal for reporting.

Project overall is 47% completed

2019-2020 Integration to Bluebeam Revu (Electronic Document Review) Project

We are supporting users which are using Bluebeam currently. We will have final testing next week to close this module with Energov to start with Laserfiche module.

Project overall is 97% completed

2019-2020 MyCivic

We received updates from PA, PW and Code to improve configuration. We are planning all activities this week for the implementation requirements of City of Doral mobile app. SME have given some recommendations which are being put in place, we will meet weekly to review system features while waiting completion of Tyler311.

Project overall is 54% completed

2020-2021 IGinspect and IGenforce applications

We continue testing with the Building department SME and Code SME as the permits move from the Energov Core solution to the IG mobile applications and backwards with updates. 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 47% completed

2020-2021 CSS Citizen Self Service

We continue testing and modifying system with help of Tyler consultant. We had scheduled our First Stakeholder introduction of the CSS Screens and Navigation and they were very excited.

Project overall is 77% completed

2020-2021 Accounts Receivable System

We continue implementation/configuration/unit testing during this month. Finance is updating accounts requirements.

Project overall is 37% complete

2019-2020 Energov Integration to Laserfiche (Document Retention Software) Project

Council meeting approval was obtained, preparing PO and will start planning first week in

October.

Project overall is 10% completed

2020-2021 Energov Cashiering Project

We continue performing 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 17 % completed

- Database Administration supports database and storage system infrastructure and high availability. This includes databases, data backup systems and processes, Smart City API's and data infrastructure. Underpinning the applications servers are nearly 100 databases running under Microsoft SQL licensing in a robust, high-capacity, high-availability to the data on the servers. These services include all the hardware, connectivity, and redundancy to support daily data backups, off-site storage, on-site and remote failover capability, disaster recovery and off-site implementation for critical operations staffing. Our DBA is part of the team working on the new Development Services Software to provide a next-generation replacement to its current permit system and is working on the data conversion portion of this project.

This week, I participated in the Bluebeam Revu Power Users Meetings. Refreshed 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. Worked on the Building Internal Dashboard finalizing the changes requested by the HR Director.

- Application Development focuses on new goals to improve and enhance the current portfolio of applications with off-the-shelf and internally developed systems to improve and expand digital services for constituents and employees. Our Sr Software Developer is part of the team working on the new Development Services Software to provide a next-generation replacement to its current permit system that will provide core tracking and workflow functionalities. This week, we continued working on the new Tyler 311 set up and integration. We helped with calendar RSS feed of MyCivic application. Additional City systems support include assisted PZ and BD with properties, helped with record disposition, investigated and assisted vendor resolving PD Alarms website issue and supported Energov with configuration and troubleshooting.

- We are implementing smart city projects with internet of things (IoT) sensors and platforms to increase real-time by developing application programming interfaces, and building collaboration with organizations, business and vendors. For our city to be smart, integration of city systems is essential in order to provide flexibility and access to real-time information for creation and delivery of efficient services. the following Smart City projects are underway:

- FPL 2 LPR Poles:

Horsepower informed that MDC reviewers has approved the plans. A second reviewer is now looking at them. We continue waiting for MDC to approve permits of site 26 and 30.

Project is 42 % completed.

- WCCD 37122- New Smart City Certification Project

Waiting 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

- HRIS New System Project

We are waiting on team to provide updated RFP with detail requirements for each module utilized in the HR department including payroll, time & attendance, performance, learning , core HR and e-forms.

Project is 2% completed

- Upgrade Facility Dude Project

PO is being prepared to start planning mode for the new upgrade for Public Works system including: Asset Essentials Professional, Facilities/Physical Plant Module, Storm Water Module and

Parks, Recreation and Forestry Module
Project is 9% completed

- Intersection Technology Support ensures resiliency of systems for LPR's & Security Cameras which includes 147 License Plate Readers and 53 Security Cameras located in 25 Intersections located in key intersections throughout the City of Doral. Leads and participates in all phases of intersection systems including network connectivity capacity planning, design, installation, configuration, management, and installation of hardware, network related software and computer peripherals. Administrating and maintaining a smart city with respect to intersection network connectivity, video storage, and security infrastructure architecture and working as liaison for vendors and Miami Dade County. This week performed maintenance and monitoring of License Plate Readers and 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 1, Site 26 and Site 30 LPR camera installation and completed first phase of Axis 360-degree cameras to replace outdated Trafcam at LPR intersections.

Parks and Recreation

- Director hosted a Community Workshop for Doral Central Park- LWCF & FRDAP Grant Applications to educate and inform the community on the grant opportunities available.
- Department worked to prepare the West side of Doral Legacy Park for the reopening on Saturday 10/10. The Playground, sand volleyball courts and event lawn will now be open for the community to enjoy while following safety guidelines. The department is also working with the Human Resources Department to hire additional Park Ambassadors to cover opening of additional amenities and increased park activity.
- Special Needs Coordinator completed Tier 3 Coaching Certification for Special Olympics Florida.
- Director attended virtual Parks & Police 4 Kids Foundation Board Meeting.
- Coordinators worked with Sports teams and providers to begin scheduling competitive games as now permitted by Miami Dade County.
- Special Needs Specialist held weekly virtual classes for Doral Special Olympics Group.
- Parks team worked with Public Works to decorate city monument welcome signs with Fall decorations.
- Events team hosted Hispanic Heritage photo contest on social media pages.

Planning and Zoning

- PZ Department submitted 13 items for the City Council meeting on October 14th, 2020.
- The Licensing Division begin the BTR renewal process for a total of approximately 10,937 licenses.
- Daily EnerGov testing by Licensing Chief and Senior Planner.
- Décor District banners were installed along 79th, 82nd, 33rd to market this area.
- Department received approximately 650 applications for the Doral Cares Grants.

Occupational Licensing

- 11 New BTR/CU licenses approved this week
- No new Temporary Outdoor Dining Permits (51 Temporary Outdoor Dining permits issued to date).

Planning and Zoning

- New addresses: 3

- Permits reviewed: 42
- Inspections conducted: 16
- PZ Director out of the office.
- PZ Assistant Director met with Deputy City Manager.
- PZ Director and Assistant Director participated in a kickoff meeting to discuss Décor District action plan and code updates.
- Department completed three professional Services Agreements (PSA) for the following items:
 - o Tindale Oliver Décor District - Res. No. 20-190 – September 22, 2020.
 - o ADA Eng. Low Impact Development Master Plan - Res. No. 20-72 – May 13, 2020.
 - o Iler PUD Moratorium Code Revisions - Res. No.20-102 – June 10, 2020.
- Staff participated in a meeting to discuss the Right-of-way vacation for Downtown Doral South NW 51 Terrace.

Economic Development

- Administered implementation of Doral CARES Grant application process and assisted applicants.
- Met with Beacon Council re: Doral CARES Grant application invitation to participate in Needs Assessment Survey and Miami-Dade Business Assistance Partners Program.
- Met with Elena Pereda, Fusco Management Co re: development information on Doral for new business.
- Met with Costa Rica Chamber of Commerce re: Accion Inmediata business aid program.
- Met with CAMACOL Doral re: logistics of Hospitality Industry Showcase webinar on October 13.
- Met with CBO Grant awardee Everlasting Dance Foundation re: reimbursement.
- Interviewed by Doral Family Journal for story on economic recovery of Doral.
- Completed Records Disposition.
- Participated in My Civic app configuration meeting.
- Coordinated meeting with Rally Karting re: site for business in Doral.
- Provided business assistance information, technical support, B2B and support organization referrals, site selection orientation and data to Doral businesses.

Police Department

Arrests

- Felonies: 12
- Misdemeanors: 8
- Traffic: 4
- Warrants: 1
- DUI: 1

Traffic Citations

- Hazardous Moving Violations: 236
- Non-Hazardous Moving Violations: 368

Notable Arrests & Incidents

Burglary (2 Counts)

Grand Theft (2 Counts)

Doral Police arrested two men who stole a motorcycle from the parking garage of an apartment building located in the 4400 Block of NW 87 Avenue. The men were captured on video as they entered the garage on foot and proceeded to jump a fence into the area where the motorcycle was parked. The men tampered with the motorcycle's ignition system and after starting it they

got on it and drove away. In a second theft committed by the same subjects, they were seen as they drove into a parking garage located in the 5200 Block of NW 84 Avenue.

For several minutes they tried to start a motorcycle that was parked. Unable to start the motorcycle, the subjects pushed the motorcycle down the parking lot's ramp. It was at this point that they were confronted by an officer who proceeded to take them into custody without incident. The men were charged and taken to TGK.

Battery

Police officers arrested a man who physically assaulted another man in the parking lot of a gasoline station located in the 9700 Block of NW 25 Street. The men had pulled into the gas station in their respective vehicles to get fuel. As they were leaving, they were involved in a minor traffic accident. The men got out of their vehicles and began arguing at which time the situation escalated and one of the men physically assaulted the other one. The incident was captured in the gas station's surveillance video system. The subject was charged accordingly and transported to TGK.

Carrying a Concealed Firearm

Police units were checking the area of NW 58 Street and 107 Avenue in response to someone who called and advised of shots fired. One of the officers searching the area found a vehicle occupied by two men parked in the middle of NW 114 Avenue. As the officer approached the vehicle the driver opened the door and got out. The officer observed a firearm in plain view located in the door's storage compartment. Officers found a second firearm in the possession of the passenger. In addition, a search of the vehicle's interior revealed the presence of several spent bullet casings. The men were charged accordingly and taken 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

Thursday-1

- Downtown Doral Charter Elementary-DR311-Food
- Doral West-DR food 311
- Greens @ Doral DR food 311
- Doral Isles Riviera-Doral food 311
- Astoria-DR food 311
- Grand Bay-DR food 311
- Menorca-DR food 311
- Publix-DR-food 311
- 1450 Professional Plaza F/u on homeless issue and Safecam

- Sabor Venezolano-Safecam

Friday-2

- Galapagos 2-BOD meeting –requesting criminal stats
- Bill Seidels Mitsubishi forth coming-planning and zoning meeting
- Windsor-follow up on recent cases
- Aloft-spoke with GM in reference to 28 to hotel window-report to be filed
- Walmart-meeting with regional in regards to Safecam

Monday-5

- FCIC/NCIC-test-recertification
- Galapagos 2-annual crime report for upcoming meeting
- Windsor-survey and F/U cases Motorcycle theft and cell phone case
- Doral Park Country Club-SafeCam

Tuesday-6

- Pepito's-Safecam & Pink car
- JIS Elementary-school re opening status
- Provident-trespass affidavit
- Sandoral-private tow 200930016897
- Devine Savior-Pink car
- SFC/Lopefra-business contacts
- Oasis International Realty Group-Pink Car

Wednesday-7

- Windsor f/u on case
- Milan HOA meeting
- 1450 Professional Plaza-homeless report follow-up case
- Pink car business follow-up
- 311 phone calls for deliveries

Training Section

- Managing Change and Stress in the 21st Century – Doral Police Training Center
 - o Tuesday, October 6, 2020
 - o Wednesday, October 7, 2020
- Sergeant Exam Orientation – Doral Police Training Center
 - o Tuesday, October 6, 2020
- PAC 136 Recruit Memo – Week 5 completed
- PSA Academy #8 Orientation – Doral Police Training Center
 - o Wednesday, October 7, 2020

The Training Unit disseminated the following bulletins:

- TB 2020-05 – New Laws (effective October 1st)

Office of Emergency Management

- Attended National Weather Service briefing on severe weather in the area for the weekend.
- Monitored NWS Miami social media feed for possible weather impact in South Florida and flood advisories and posted information on social media.
- Began 4-day course on FEMA K2300 Intermediate EOC Functions virtual training with Emergency Management Institute (EMI).
- With I.T., finalized new GIS maps for Smart City website and EOC map monitors.
- With Neighborhood Resource Unit (NRU) attended zoom meeting with Milan neighbors on Hurricane preparedness.
- 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. Data includes daily number increase of positive cases in Doral.
- Shared information with City Directors on new FEMA grant platform FEMA Go.
- Distributed Miami-Dade County daily COVID-19 Dashboard.
- Continued 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 new free testing site for Doral residents at the Police Training and Community Center and City of Doral Cares COVID-19 grants.

Public Affairs

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 57,739.
- Webpage updates related to Phase 3, Doral CARES, Smart City.
- Promoted multiple city events/initiatives including but not limited to: Census 2020 (extended), "Doral Did You Know" Campaign.
- Film Permit execution.
- Coordination of events/photo opportunities
CAMACOL
Manolo Valdez Public Art

- Videos:
 - Spend Local Video – Ohana Sushi
 - Pre-production on State of the City video
- Graphic Projects:
 - Chapter Amendments Educational Mailer
 - County COVID-19 Testing at Morgan Levy Park
 - Completed kickoff with new media monitoring vendor -- Cision

Public Works

- Held Teams meeting with APWA Accreditation Manager – Tracy Quintana and scheduled the Pre-site Evaluation Meeting, Site Evaluation Meeting and Evaluation to be held in the months of January and February of 2021.
- Reached out to all Adopt-a-Street program participants to engage in the cleaning activities with the volunteers from their groups or organizations.
- Attended training meeting for EnerGov / Tyler 311/My Civic. More training is needed, and software is update as we continue to move on with implementation training. Next training is schedule for 10/23/2020 and the plan is to go live on 11/01/2020.
- Attended meeting with Green Miami Events, whom are seeking to engage businesses and organization in Doral to increase environmental corporate social responsibility called “one tree for every...”which they plan to assist the City by planting trees and increasing canopy towards the City’s Street Tree Master Plan.

Transportation:

- ITB 2020-08 “Stormwater Improvement at NW 114 Ave & NW 50 Street”: Project is complete. Thermoplastic of stripping was completed last night, October 7th. Final punch list items have been addressed. Final Acceptance dated 09/25/2020.
- ITB 2019-36 “Year 7 of the Canal Bank Stabilization Program”: Project is complete. Only pending item is sod as the sod farm was unable to harvest the sod due to inclement weather and conditions of the field. Contractor advised that the farm has had no rain and may be able to harvest this week.
- Stormwater Master Plan Update: On Friday, October 9th a meeting was scheduled with BCC Engineering to discuss Task 5 of the scope of work. The update is currently on schedule.
- Doral Trolley service hours were extended on Monday, October 5 to coincide with the start of in-person learning for Miami-Dade County Public Schools
- Held a virtual training for the Remix Software
- Executed the one-year contract extension for Freebee
- NW 82 Ave. Roadway Construction between NW 27 St. and NW 33 St. (10/08) No activity. This project is in closeout phase. We established May 29th as the project acceptance date.
- NW 74 St. Traffic Signals at NW 97 Ave. and at NW 102 Ave. (10/08) Contractor continues working on punch list items.
- Citywide Sidewalk Improvements. (10/08) Contractor has completed the thermoplastic. This project is 100% completed and is now in closeout phase.

- NW 41 St. Roadway Construction between NW 87 Ave. and NW 79 Ave. (10/8) Contractor has installed 4 drainage structures and approximately 100 +/- of 24" French Drainpipe. Contractor has requested a 144-day time extension as a result of FPL's documented delays.
- NW 112 Ave. (25 - 34 St.) Roadway Construction Improvements. (10/08) Contractor has completed drainage construction and road restoration on NW 27th and NW 112th avenue from 25th to 27th street. Contractor working nights on Phase two of project north of NW 27th street.