



Memorandum.

To: Honorable Mayor and City Council

Date: August 06, 2021

From: Hernan M. Organvidez, Interim City Manager

Subject: Weekly Council Update/ August 1 - August 07, 2021

City Manager's Office

Interim City Manager, City Clerk Diaz, and City Attorney Figueredo held weekly Staff Meeting with Department Directors. The following items were discussed:

POLICE

83 years-old male deceased
Two vehicle burglary at Islands at Doral
2 new Covid cases

INFORMATION TECHNOLOGY

EnerGov not in test yet, will follow up with Jason
There are 33 outstanding items to correct on the EnerGov list
400 + have been resolved
The department is setting up free courses for the city on EnerGov
External drives updated with EnerGov data
One person with Covid

FINANCE

The Budget Binders are ready for council
5-year budget review

HUMAN RESOURCES

8 Covid cases
5 exposures
2 Presentations for agenda items (Evergreen and Health Insurance)
Police Certification audit

PLANNING & ZONNING

50 Testing schedule for EnerGov process
Zoning District and Doral Décor District workshop and Zoning Workshop - Orion Sixto Gas Station workshop with the public
Waiting final approval to send blast email to clarify the Business Tax Receipt invoice email mistakes.

PUBLIC WORKS

Paid Permit fees for AC units
Got permit water dispenser
Carpet removal and installation

PUBLIC AFFAIRS

Doral Cultural Arts Center Beam Signing ceremony
Special Presentation at Ocean Mazda for Doral PD Mounted Patrol Unit
Working on 911 event with the Police Department scheduled September 11

PARKS & RECREATION

National night out and Back to School Night
Final walkthrough with neighborhood
All backpacks have been reserved (800)
Interviews for Parks Ambassadors

BUILDING

Permit Clerk interviews
Structural Reviewer will commence in the next 2 weeks

CODE COMPLIANCE

Military advisory board
Last interview process

ECONOMIC DEVELOPMENT

Will participate in Greater Miami Convention and Visitors Bureau 2021 Sales and Marketing Workshop at InterContinental Hotel
Will participate as interview panelist for applicants of Goldman Sachs 10,000 Small Businesses at Miami Dade College's
Met with US DOT Office of Small Business SE Region and Eastern Engineering Group re: vendor registration and programs

- Interim City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez and Assistant Finance Director, Ms. Solangel Perez.
- Interim City Manager held meeting with Vice-Mayor Cabrera, Legislative Analyst to Vice Mayor Pete Cabrera, Mr. Gustavo Garagorry, Akerman's Mr. Gus Maxwell and Mr. Neisen Kasdin.
- Interim City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez and Assistant Information Technology Director, Mr. Carlos Olivares.
- Interim City Manager held introductory meeting with , Interim Chief of Police, Mr. Raul Ubieta, Command Staff and the Accreditation Unit.
- Interim City Manager attended Mayor Agenda Review with Mayor Bermudez, City Clerk Diaz, and City Attorney Figueredo.
- Interim City Manager along Councilmembers attended Doral Cultural Arts Center Beam Signing Ceremony.
- Interim City Manager along Councilmembers attended Special Presentation at Ocean Mazda for Doral Police Department Mounted Patrol Unit.
- Interim City Manager held meeting with Councilwoman Cabral, Legislative Analyst to Councilwoman Cabral, Mr. Christian Contreras and Mr. Ruben Consa regarding Doral City of Flowers.

- Interim City Manager held meeting with Chief of Staff, Mr. Jean Carlo Canabal, City Attorney Figueredo, Building Department Director, Ms. Jane Decker and Mr. Eduardo Muhina regarding Sothys at 1500 NW 94th Ave, Doral, FL 33172.
- Interim City Manager held weekly meeting with Interim Chief of Police, Mr. Raul Ubieta and Interim Deputy Chief of Police, Mr. Daniel Borrego.
- Interim City Manager held weekly meeting with Communications Director, Ms. Maggie Santos.
- Interim City Manager held individual meeting with Council Members and Finance Director, Ms. Matilde Menendez and Assistant Finance Director, Ms. Solangel Perez and Budget and Grant Administrator, Ms. Michelle Guillen to review Fiscal Year 2021-2022 Proposed Budget.
- Interim City Manager held meeting with Chief of Staff, Mr. Jean Carlo Canabal, Building Director, Ms. Jane Decker and The Pinecrest Bakery Team from 8398 NW 58th St, Doral, FL 33166 to discuss open permits.
- Interim City Manager held meeting City Attorney Figueredo.
- Interim City Manager held Bond Meeting Process with AECOM staff members regarding Construction Management.

Capital Improvement Project Manager

Doral Cultural Arts Center:

- General Construction Activities:
 - o Drainage installation/excavation
 - Drainage system installation on north and west portions of the site is on-going.
 - Manholes, inlets, and HDPE piping on-going.
 - o Contractor smoothing the building address letters and correcting any pour flaws.
 - Pending architect inspection and approval.
 - Construction of segments drainage system is on-going.
 - o Grade beam and Column foundations excavations, reinforcement placement and formwork are on-going.
 - o KVC submitted four week lookahead on July 19th. The following activities will be performed in the upcoming weeks:
 - Form and pour slab on grade completed on the building interior.
 - Shoring and precast joist installation are on-going.
 - Roof level deck formwork completed.
 - Roof level beams and slab rebar install completed.
 - MEP deck rough-in.
 - Roof Level pour.
 - Roof Level form release.
 - o KVC will begin tree root pruning/tree protection in the park in August.
 - Four (4) Live Oaks are to be relocated.
 - o KVC is working on the irrigation line relocation is on-going coordination with the sub-consultants.
 - o Contractor silt fence installation for construction parking area is on-going.
- On-going construction submittals/RFI's.

- IT Department coordination is on-going.
 - o Access Control contract agreement to be routed for execution.
 - o Conduit and Junction boxes identified for cameras to be mounted to light poles. Must coordinate with Codina on running wires up through the light poles.
 - o Interactive Display elevation and section is pending confirmation by AVI-SPL.
- AT&T pull box relocation on-going.
- Art in Public Places:
 - o Hearing postponed to mid-August as some of the elements included on the package were disqualified by Planning and Zoning.
 - o Coordination call with Planning and Zoning was held on July 29th.
 - o Pending confirmation of approval elements from Planning and Zoning Department.
- Weekly OAC Meetings are held bi-weekly.
- Beam signing ceremony was held August 3rd.

Morgan Levy Park:

- Project completed.
- Financial closeout.
- MDC DERM Grease Trap permit in review.
 - o Comments received from DERM on July 23rd.
 - o Grease trap consultant prepared responses July 28th.
 - Coordination call with DERM was held August 3rd.
 - Grease trap installation is in review to be compliant with current code.

White Course Park:

- Permitting process is on-going:
 - o Miami Dade WASD permit is on-going.
 - Currently working on the opinion of Title/Unity of Title with City's Attorney and outside council.
- General construction activities:
 - o Wall electrical rough-in is on-going.
 - o Building door frames infill is on-going.
 - Trusses to arrive Mid-August.
 - o Electrical conduit layout on north-east quadrant incomplete due to delay on sewage extension permit approval.
 - o Sewer extension construction on the North-east side portion of the site is on-going.
 - o Sewer lateral construction (from Building to proposed manhole) is on-going.
 - o Site flat work is on-going.
 - Compacting delays due to moisture saturation.
 - o Irrigation sleeves installation is on-going.
 - o Driveway/parking lot limerock top layer graded.
 - Compaction on hold due to moisture saturation.
 - Density testing schedule for the week of August 9th depending on weather conditions.
 - o Contractor shall provide quote and corrections to carriers in order to provide proper maintenance access to carrier in walls on August 2nd.
- General activities:
 - o RFI's Submittals are on-going.
 - On site meeting held on July 28th to discuss RFI 29 with Chen Moore and come to a solution on the installation and maintenance for the toilet carriers.
 - Waypoint submitted solution to CMA August 2nd.

- o Art in Public Places coordination is on-going.
 - Pending approval from Planning and Zoning Department on selected elements.
 - PMT Coordination meeting scheduled for August 11th.
- o Coordination with IT Department is on-going.
 - IT Department to provide Vendor's quotes/proposals:
 - Purchase Order for CWD quote for equipment and WAPs requested.
 - IT included Crown Castle Contract Proposal to be discussed during August's Council meeting.

Doral Meadow Park:

- Pergola lap joints warranty work:
 - o Warranty work completed on July 14th.
 - City approval provided on July 28th.
 - Final invoice and Lien release and provided to the City to complete the financial closeout of the project.

Doral Central Park:

- Permitting Process is on-going:
 - o CLOMR application was submitted to FEMA.
 - Currently under review by FEMA.
 - o Phase I Soil Improvements:
 - City of Doral Building Department has been cleared.
 - Check requested to pay permit fees.
 - CRA submitted WASD Permit is in concurrent review.
 - City executed Class V Dewatering Permit Application.
 - o Phase IV Recreational Center/Lake Wall Foundation:
 - City of Doral Building Department rework review completed.
 - Bermello-Ajamil addressing comments.
 - MDC DERM under review.
 - Bermello-Ajamil addressing comments.
 - MDC Fire waiting for resubmittal (WASD permit).
 - MDC CORE waiting for resubmittal (WASD permit).
 - Department of Health Pool Permit Applications in review.
 - Geothermal well permit application submitted currently under review.
 - Received the approval letter for Doral Central Park Phase IV Site Plan Review.
 - Hard copy of the complete set of plans signed and sealed delivered to Planning and Zoning Department on August 6th.
 - o Phase II & III Amphitheater, Ballfields and Skate Park:
 - City of Doral Building Department review completed.
 - Bermello-Ajamil addressing comments.
 - Plans to meet the temporary irrigation needs of Phase 2/3 on turnover are being finalized.
 - Bermello-Ajamil addressing questions about the Amphitheater inspection.
 - Intertek - PSI will do Amphitheater canopy structure inspection. Form was sent on July 27th.
 - Kaufman Lynn is finalizing temporary dumpster placement during Phase 2/3 turn over to the city (before the completion of Phase 4).
 - A gated located in the new south road will provide access.
 - Bermello-Ajamil is agree with the location

- General Activities:
 - o Weekly OAC meetings are on-going.
 - o IT Department coordination:
 - Updated Telecom sheets received from Osborn Engineering, which shows conduit layout/termination, and routed to City IT Department for Security 101 to provide panel requirements.
 - Access control is being reviewed by the Program Management Team, Bermello-Ajamil and IT Department to ensure properly system.
 - o Art in Public Places approved for Council Recommendation.
 - Design Team addressing/implementing committee comments.
 - o FF&E coordination is on-going.
 - o Electrical Temporary FLP easement is on-going.
 - o Park and Recreation's shipping container site relocation completed.
 - o Kaufman Lynn is finalizing field change temporary parking for 2021 voting election.
 - o Kaufman Lynn, Bermello-Ajamil and the PMT conducting a final review of the Ball Field drainage grading plans.
 - o The extension for the delivery of GMP phase 4 (Rec/Aquatic Center, etc.) is extended to September 13, 2021.
 - o Kaufman Lynn, Bermello-Ajamil and the PMT/City began negotiation on GMP phase 2 and 3.
 - o Kaufman Lynn received a Notice to Proceed for Phase 4 Sheet Pile work on August 5th.

Doral Boulevard Pedestrian Bridge:

- RFP #2021-09:
 - o City Engineer Alternative Technical Concepts (ATC's) review changed to August 13th.

Trail Network:

- Sharrows Interlocal Agreement submitted to MDC on-going.
- Amendment to H&J contract accepted by the City's Attorney.
 - o H&J reviewing quantity take off provided by the City in order to come to an agreement of pricing.

Trails and Tails Park (Lighting Improvements):

- Permitting:
 - o Master Permit issued August 2nd.
- Lighting poles and bollards shop drawing submittals completed.
- Coordination with Public Affairs for horizontal banner and A-Frame Design completed.
 - o Site visit to coordinate for the location of the banner and A frame placement was held on August 5th.
- IT Department coordination is on-going.
- Notice to proceed to Horsepower Electric issued August 5th.

Additional Items:

- PMT weekly Status of Projects held every Wednesday.
- Quarterly Park Bond Projects Report submitted for August Council Meeting will be presented by Victor Herrera.
- Preparing Annual Staffing Work Plan PMT.

Planning and Zoning

Occupational Licensing

- 27 Business Tax Receipt renewal for FY 2020-2021 processed this week.
- 9 Business Tax Receipt applications for new businesses have been received this week.
- 508 Total Business Tax Receipt renewal for FY 2021-2022 processed.
- 1 Alcohol Packet has been signed
- 0 new Temporary Outdoor Dining Permits (58 Temporary Outdoor Dining permits issued to date).

Planning and Zoning

- Addresses issued: 18
- Building Permits reviewed: 32
- Zoning Inspections conducted: 13
- Site plans reviewed/approved: 1
- The Planning and Zoning Director participated in a Pre-Application Meeting: Chick-Fil-A Redevelopment at 8705 NW 35 LN.
- The Planning and Zoning Director participated in the Bonds Meeting Process Re: Construction Management.
- The Planning and Zoning Director attended a meeting with Plante Moran (Energov Consultant) to discuss the Final Energov Report.
- The Planning and Zoning Director participated in an Energov Testing Environment to test the new system login and report any issues.
- The Planning and Zoning Director participated in the weekly Staff Meeting.
- The Planning and Zoning Director participated in a weekly P&Z Department Staff Meeting.
- The Planning and Zoning Department Staff participated in the weekly Doral/EnerGov Review meeting.
- The Planning and Zoning Department Staff conducted the Stakeholders Workshop- Revision to PUD, DMU and CMU Zoning Districts.
- The Planning and Zoning Department Staff conducted the Stakeholders Workshop- Doral Décor District Action Plan.
- The Planning and Zoning Department Staff conducted the Council Workshop- Revision to PUD, DMU and CMU Zoning Districts.

- The Planning and Zoning Department Staff conducted the Council Workshop- Doral Décor District Action Plan.
- The Planning and Zoning Director participated in a meeting to discuss the Special Council Meeting- Proposed Mileage Rate 21-22.
- The Planning and Zoning Director attended a meeting with the City Attorney to discuss the review of MDAs received.
- The Planning and Zoning Director participated in the bi-weekly 2nd Floor Leadership Team meeting.
- The Planning and Zoning Director participated in a meeting to discuss an update on BTR expired and renewal notices with Kenia Palau, Chief Licensing Officer.
- The Planning and Zoning Director attended a meeting with the City Attorney, Public Works, and Codina Partners to discuss Site Plan Review.
- The Planning and Zoning Director participated in a meeting to discuss the Chick-fil-A Doral permit #2021011619 with Miami Dade County Public Works and Bowman.
- The Planning and Zoning Department Staff conducted a Zoning Workshop- Orion Sixto Gas Station on August 5, 2021.

- The Planning and Zoning Department Staff participated in the Energov test environment to test plans/permit submittals and reviews.

Economic Development

- Participated in Greater Miami Convention and Visitors Bureau 2021 Partner Sales and Marketing Workshop at InterContinental Hotel.
- Participated as interview panelist for applicants of Goldman Sachs 10,000 Small Businesses at Miami Dade College's next cohort.
- Participated in Aspen Latinos and Society's City Learning and Action Lab programmatic procedures for Miami Entrepreneurial Ecosystem Steering Committee members.
- Attended Planning and Zoning PUD/DMU and Décor District workshops for stakeholders and Doral officials.
- Coordinated business consultations for Prospera 'Stand Up Doral for Small Business' program.
- Coordinated participation of Beacon Council Foundation and Miami Community Ventures in 'Help Wanted: Hiring Solutions in the 305' workshop on October 14.
- Coordinated SBDC @ FIU workshop series 'Step Up Your Start-Up' sessions on September 29 (English) and December 7 (Spanish).
- Coordinated participation of FIU Metropolitan Center in Doral Business Forum on February 24, 2022.
- Met with Keyes Commercial realtor Lisa Kennedy re: economic data.
- Met with US DOT Office of Small Business SE Region and Eastern Engineering Group re: vendor registration and programs.
- Provided economic development content for Mayor and Council interviews.
- Gathered data and wrote content for Q2 Quarterly Economic Report.
- Coordinated school supplies purchase and delivery.
- Assisted Licensing Division with completion of Pop-Up Application Form.
- Administered ongoing 2020 CBO Grants, Façade Grants, PTSA Grants.

Building Department

- ADMIN: Director attended weekly staff meeting via Teams, Special Council Meeting on Millage Rate; Director & BO attended 2nd Floor Leadership Team Meeting; BO meeting with ICM, City Attorney; Director w/ City Attorney for 1500 NW 94th Ave Violation; CAP Government Services Meeting; Chiefs Meeting w/ Staff Parks Bond Meeting.
- EnerGov Update: Team attended meetings with EnerGov Consultant and Tyler Team; Director scheduled Lessons 1, 2 & 3 for EnerGov 2021.1 Testing and shared with 2nd Floor Directors; IC Consultant Training on EReviews with Senior Permit Clerks & Alex Garcia; August Webinar Hosted; External User Testing Meeting w/ IT/Public Affairs;
- HUMAN RESOURCES ACTIVITIES: Permit Clerk interviews conducted Friday 7/30 were not successful and position was re-opened for two weeks.
- PROJECTS: BO Meeting w/ CCHomes/Private Provider, Doral Central Park Phasing Meeting, Elite Centre NOVs, Pinecrest Bakery, AM Best Roofing, Stanley Steamer,
Week ending 7/30/21 Stats:
- APPLICATIONS: 112 (dn) Online Applications Received (all departments)
- PERMIT & PLANS REVIEWS: 133 (dn) Plan Reviews (all departments incl clerical)

- PERMITS ISSUED: 98 (dn) Permits Issued (all departments) with a construction value of \$3.2 million (dn) and \$84,744 permit fees collected (up)
- INSPECTIONS: 459 (up) Total Inspections Completed (all departments)
- PHONE CALLS: 1,022 (up) total for 36+ hours (up); 1,449 total calls (dn) to all department extensions with 853 (58.8%) no answer (dn)
- LOBBY DATA (DORALQ): 227 (up) Total Building Dept Customers; 45 Lobby Daily Average, 22 mins (up) Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 13 mins (up))
- VELARO CHAT PORTAL: 3,904 (up) Online Visitors, 2 of 8 chats completed, Handle time 1:50m

Active files in Review Coordinator as of 8/2/21:

- Review Coordinator numbers not valid until fix verified in test environment and upgraded (New: 260; Approved: 112, Failed: 16)
- Permit Status (FEES DUE): 438 (up) permits with payments pending* (See previous accomplishments for caveat)
- Permit Status (ISSUED, INSPECT): 2,592 (dn) active permits (1033,1559)
- Permit Status (SUBMITTED – ONLINE): 401 applications (dn) (Backlog April (6), May (8), June (95), July (286), August (6)) - *Backlog files may include items already touched or workflow has been abandoned; working on status change updates.
- Item Review Status (BLUEBEAM QUEUED): 746 (dn) item reviews pending in all depts/trades

Code Compliance

- Department wide testing commenced for 2021 Energov version.
- Director and Assistant Director met with local business owner to discuss on going noise violations at their property.
- Code Compliance Officers participated in the National Night Out back to school event.
- Director and Assistant Director completed 2021-2022 Budget Workshop presentation.
- Director attended monthly Military Advisory Board meeting.

Finance Department

- Accounts Payable: Processed 117 invoices;
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Continued working on FY22 Budget.
- Processed the payroll for staff for pay period ending August 1, 2021.

PROCUREMENT

- A total of 20 PO's were created for a total value of \$56,315.27.

CITY OF DORAL PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 08/04/2021

- Solicitation No. and Title: RFP No. 2021-06 – HRIS and Payroll Software
Dept: Human Resource
Broadcast Date: 03/25/2021
Due Date / Bid Opening Date: 05/20/2021
Status: Phase II Evaluation Committee Scheduled for 08/09/2021.
- Solicitation No. and Title: RFP No. 2021-09 – Construction of Pedestrian Bridge - FDOT
Dept: Public Works
Broadcast Date: 04/01/2021
Due Date / Bid Opening Date: 05/05/2021
Status: 3 Shortlisted Firms; City Engineer completes review of ATCs and notifies Design-Build Firms scheduled on 08/06/21.
- Solicitation No. and Title: RFP No. 2021-11 – Design-Build Adaptive Re-Use Infrastructure Development
Dept: Public Works
Broadcast Date: 04/15/2021
Due Date / Bid Opening Date: 05/14/2021
Status: 2 Technical Proposals Received; Question and Answer written responses due on 8/17/21.
- Solicitation No. and Title: RFP No. 2021-12 – Legislative Lobbying Services
Dept: City Manager’s Office
Broadcast Date: 04/22/2021
Due Date / Bid Opening Date: 05/25/2021
Status: Award Recommendation made.
- Solicitation No. and Title: RFP No. 2021-13 – Towing and Wrecker Services
Dept: Police
Broadcast Date: 05/13/2021
Due Date / Bid Opening Date: 06/16/2021
Status: Award Recommendation Made.
- Solicitation No. and Title: RFP No. 2021-15 – Recreational Programming
Dept: Parks & Recreation
Broadcast Date: 07/09/2021
Due Date / Bid Opening Date: 08/12/2021
Status: 6 Firms attending the Pre-Bid Meeting.
- Solicitation No. and Title: RFQ No. 2021-16 – Transportation Master Plan Update
Dept: Public Works
Broadcast Date: 08/06/2021
Due Date / Bid Opening Date: 09/10/2021
Status: Pre-Bid Meeting Scheduled for 8/24/21.

Human Resources

CURRENT JOB POSTINGS

- Assistant Park Manager, Parks & Recreation, Closes on 08/16/2021
Building Inspector, Building Department, Open Continuous

- Laborer I, Public Works Department, Open Continuous
- Mechanical Inspector (PT), Building Department, Open Continuous
- Park Ambassadors (Temporary), Parks & Recreation Department, Open Continuous
- Permit Clerk, Building Department, Closes on 08/16/2021
- Planner, Planning & Zoning Department, Open Continuous
- Plans Examiner (Building), Building Department, Open Continuous
- Plans Reviewer (PW), Public Works Department, Open Continuous
- Plumbing Inspector, Building Department, Open Continuous
- Police Officer, Police Department, Open Continuous
- Project Inspector, Public Works Department, Open Continuous
- Structural Plans Examiner, Building Department, Open Continuous
- Transit Road Supervisor, Public Works Department, Open continuous

SPECIAL PROJECTS

- The Human Resources Department worked with the City's insurance broker of record, National Marketing Group Services (NMGS), to prepare for the upcoming Budget Workshop
- The Human Resources Department worked with Evergreen Solutions, LLC., to prepare for for the upcoming Budget Workshop
- HR continues to manage and coordinate COVID-19 related exposures and quarantine periods
- HR continues to work with the Crowe internal Auditors, providing requested documents.

NEW EMPLOYEES

- Alfred Pereira, Accountant, Finance Department, start date 8/9/21

Information Technology

- AV Team conducted AV system maintenance at EOC & Glades Park
- AV Team setup/supported Webinar trainings for multiple Departments
- AV Team assisted Solution Center with Energov users
- AV Team provided AV support for Finance, PW, PD, PA, and HR Department
- AV Team assisted Help Desk with user issues/tickets
- AV Team Provided pre-bid/bidding recordings to Finance Department
- Resolved 90 % support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events.
- Met with vendor's technician to replace a card reader at Glades Park.
- Upgraded some older OptiPlex models to newer models.
- Setup 6 new tablets for Code Compliance.
- Modified door schedule for night events.
- Continue to work on reconciliation of physical inventory of IT equipment.
- Smart City projects are underway:
- FPL 2 LPR Poles/Public Safety Project:
We are performing the activities for the installation of enclosures and camera. Vendor informed they applied for the permits from Miami-Dade after performing corrections, but they haven't been approved. We continue the process to start construction and ensure all paperwork for approval of MOT is obtained. We are also preparing requirements and coordinating installation of enclosures and camera at site 13.
Project is 68 % completed.
- WCCD 37122- New Smart City Certification Project
We are the first American City who has obtain this WCCD ISO 37122 Early Adopter Certification. This second level Smart City certification focuses on Sustainable Cities and Communities.
Project is 100% completed

- HRIS New System Project

Evaluation committee will meet tomorrow for RFP evaluations. We had bid opening May 20 after answering some vendors questions of the pre-bid sessions related to detail requirements for each module utilized in the HR department including payroll, time & attendance, performance, learning, core HR and e-forms. Team will continue waiting for RFP answers from vendors. Evaluation Committee will meet June 23rd.

Project is 21% completed

- Upgrade Facility Dude Project

We completed first session of trainings and Parks/Facilities and Storm water team are updating data that will be converted. We had one on one sessions with consultant, vendor have been preparing new environment for testing. Our City of Doral team have performed many tasks to perform Clean up on excel sheets including users, assets, locations, GIS layers and data required.

Project is 24% completed

- WCCD 37120- Yearly Smart City Certification Project

Auditors have submitted comments, we are updating information for our workbook. We just received from Department of Agriculture food security environmental information. This week we completed all the review for information. We will re-submit workbook for review next week when we receive some pending answers.

Project is 92% completed

- Development Services Software (WeB – We Build Doral!)

We are resolving Energov post-Implementation issues with the support of the vendor's expert team. Creating new procedures also.

We are finishing user acceptance of second batch of forms, waiting on users to define third batch of forms.

We are doing tests of moving old permitting attachments to new enterprise system to facilitate users' process.

- Intersection Technology System Support-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 Electrical engineer on the design/permit of Site I, I3, 26, 27 and 30 LPR camera installation.

- Continued working with PM team and low voltage wiring contractor in the design/coordination/installation of all IT infrastructure/equipment at Morgan Levy, Cultural Center, White Course and Central Park.

- Completed Site I3 (NW 36 St & 79 Av) LPR installation with Trinity Innovative Solution.

- Network Administration

- Participated in external and internal meetings.

- Troubleshoot the phone system, configured and replaced multiple phones for users from the City Manager and City Clerk offices.

- Continued to monitor the Network and performed actions based on incidents.

- Provided support to the City and PD Help Desk.

- Continued to work on remediation's and following best practices as advised by a city's partner.

- Configured different phone reports and presented them to management.

- Security Manager

This week, over 114 emails were reported and analyzed for malicious intent. Continued remediation from security audit findings. Assisted the Help Desk Supervisor in removing licenses from users no longer with the City. Enabled Geo-Location Policy to strengthen the City's security posture.

- Public Safety Support - This week, the PD IT prepared the room for the CFA assessment. A crucial computer was fixed in the EOC. A meeting was held with our CAD vendor to discuss a few items. Assisted in putting back LPR system in 79/36. Fixed archiver issue on site 14. An issue brought up by a Doral resident regarding our crime mapping was corrected, and it now displaying the correct data. Meeting was held with our RTOC vendor to discuss camera integration.

- System Analyst- This week:

- Attended weekly support calls with Tyler support team and the different city departments
- Troubleshooted and created tickets with Tyler support for outstanding issues
- Assisted citizens with portal account registration and login issues
- Followed up on all opened tickets with Tyler support and City Hall respective departments
- Reviewed Release Documents and Testing Guide regarding upcoming system upgrade
- Coordinated meetings between Tyler support and city staff for different issues
- Attended Bi-Weekly EnerGov Stabilization Project Status Meeting
- Attended EReviews training with Tyler support and Building staff
- Attended meeting for Energov testing process implementation
- Started test of new system in terms of configuration and setup

- Database Administrator:

- 1.- 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.

- 2.- Assisted the Finance Accountant to refresh the SQL Cubes jobs and database for the Production Environment.

- 3.- Working on the migration of the Existing Power Bi Database to a new repository server.

- Application Development- This week:

- Modified Doral-Q menu.
- Created form for Finance Department PO request.
- Updated Intranet home page for Newsletters.
- Investigated GIS copy features for edit (PZ).
- Participated in EnerGov meetings.

Parks and Recreation

- Parks Director attended Xtreme Cheer Meeting.

- Parks staff held interviews for the Park Ambassador, Special Needs Coordinator, and Recreation Facility Supervisor positions.

- Parks Director attended weekly meeting with the Deputy City Manager to discuss ongoing department items.

- Parks & Recreation Department partnered with the Police Department to hold National Night Out & Back to School Night at the Doral Police Training Center with 1,000 guests in attendance. 800 Backpacks were also provided to Doral residents.

- Cultural Arts Specialist held virtual Art After Dark Workshop for Bali Candle making.

- Special Needs specialist held weekly Bowling practices at Bird Bowl with 36 participants.

- Special Needs specialist held weekly Basketball practices.

- Special Needs specialist held weekly Feel the Beat Dance classes.

- Parks staff attended Doral Cultural Arts Center Beam signing ceremony.

Police Department

Arrests 24

- Felonies: 8
- Misdemeanors: 4
- Traffic: 3
- Warrants: 8
- DUI: 1

Traffic Citations

- Hazardous Moving Violations: 351
- Non-Hazardous Moving Violations: 439
- Disabled Parking Violations: 10

Civil Citations

- Civil Citations: 3

Notable Arrests & Incidents

Human Trafficking/Coerce Comm Sex Activity
Prostitution/Derive Support from Proceeds of
Communication Device/ Unlawful Use
Controlled Substance/Possession

Doral Detectives from the Human Trafficking Task Force and Patrol units responded to the area of 1212 NW 82 Avenue regarding a disturbance. Upon officers' arrival, they met with the victim who told them that she had been beaten by a black female known as China. During the interview with the victim, officers learned that she had sent a text to a male, her pimp, saying that she had just trashed his room due to a prior argument. The victim further told officers that China, who is another working female, was upset that she had trashed the room and hit her with an unknown object causing injuries to her left eye. The victim also told officers that the pimp used coercion by threatening to use physical force against her. Additionally, the pimp provided her with narcotics as a form of coercion and control.

Officers also learned that the pimp solicited, recruited, harbored, enticed and maintained the victim for the purpose of exploitation for commercial sexual activities and to commit grand theft from clients with expensive Rolex watches. A search warrant was executed of the pimp's room and yielded multiple pills believed to be illegal drugs, drug paraphernalia, a firearm, 10 watches of numerous brands including Rolex watches and \$7,000 in US currency. The male subject was arrested and transported to TGK.

Assault/Aggravated/With a Fireman
Firearm/Weapon/Ammunition/Convicted Felon
Firearm/Discharge in Public

Doral Detectives and Patrol units responded to the area of 10407 NW 82 Street regarding shots fired in the area. Upon officers' arrival, they met with the witness who stated he heard a commotion outside of his apartment. The witness told officers he observed a black male and a black female in a physical altercation in the complex's parking lot. The witness stated that he then closed the door and heard three to four shots. He then opened the door again and both parties were gone. Officers obtained additional video footage from other witnesses depicting the incident. Officers located the female victim and the male subject.

The victim refused to speak to officers and the male subject was arrested and transported to TGK.

Public Information Office (PIO)

- 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 handled other tasks assigned by the Chief's Office.

Neighborhood Resource Unit

07/29/2021 to 08/04/2021

- Meeting with Tabatha Security Director of City Place 3450 NW 84 Ave.
- NRU Officer was contacted by Laura from Menorca (DRE-PTA) regarding 26V that occurred in Menorca and Corsica over the weekend. Videos and pictures were forwarded to GIU. 14259 & 14727, 14726 & 14808. Meeting request made with community through Laura and HOA president.
- Logistics @ DPD Training Center moving all of the equipment south behind the black gate for NN0B2S event.
- NRU Officer met with Javier Busuttill from Sol Prescribed Pediatric Extended Care (PPEC) they opened their office in Doral @ 2786 NW 79 Av. Care of Medically Fragile children. Discussed shop with a cop, Thanksgiving, Christmas Toy drive, and Santa with them.
- Follow up with Christian Irias Cub Scouts, Monica from Girl Scouts of America, Patricia Buitrago Girls Scouts pack 552, and Guillermo Boy Scouts pack 552, that all trailers will be moved.
- Mr. Oscar Becerra 11568 NW 84 St from Menorca forwarded a follow up email requesting a crime prevention meeting addressing recent vehicle burglaries in the community. We will discuss the See Something Say Something and Hide It lock it or lose it campaign. GIU will be invited-pending. DPD cases 14259 & 14727 & 14726.
- 10am Bus Detail from City Hall to Ocean Mazda, debut of DPD Mounted Patrol "Ocean".
- Follow up with Midnight Shift - Lt. Arazi regarding recent 26V's in Menorca & Corsica.
- Summit 10407 NW 82 St, regarding a shooting under DPD case 210804014881. Liaison between Ingrid the property and GIU. I also coordinated with Ingrid a community meeting next week tentatively the 11th or 12th @ 530pm.
- Follow-up in obtaining public friendly flyers for the upcoming meeting in the Menorca community regarding ongoing 26V's DPD cases 14259 & 14727 & 14726.
- 7570 NW 107th Ave. Business contact report.
- The Reserve East. Traffic concern.
- 5300 NW 102nd Ave. Morgan Levy Park check.
- 11645 NW 50th St. Trails and Tails Dog Park check.
- 11505 NW 58th St. Doral Meadow Park check.
- 11400 NW 82nd Ave. Legacy Park.
- National Night Out Event.
- Training Bureau Static Display.
- 10419 NW 82nd Ave Juvenile Follow up.
- 7600 NW 98th Pl. Glades Park check

Upcoming H.O.A. Meetings

- Doral Park Executive Board, 5001 NW 1005 Ave @ 7pm, Tuesday Aug 10, 2021.
- Cover City Hall from 10am-12pm, Council Meeting Wednesday, Aug 11, 2021.

- Highlands Community Meeting 104th Av & 88 Street, Aug 11 or 12, 2021 @ 530pm.
- Townhomes of Doral Oaks 5001 NW 104th Av, Thursday, Aug 12, 2021 @ 7pm.
- Doral Greens 5001 NW 104th Av Thursday, Aug 12, 2021 @ 7pm.
- Costa Verde 9780 NW 33rd St Clubhouse/pool area Thursday, Aug 12,2021 @ 7pm.
- Menorca Park on NW 88 St & 114 Ct, Tuesday, Aug 17, 2021 @ 7pm.
- Allegro 55, 4720 NW 85 Av, Tuesday, Aug 17, 2021 @ 630pm.
- Doral Lakes 5001 NW 104th Av, Thursday, Aug 19, 2021 @ 7pm.
- Doral Woods 5001 NW 104th Ave, Wednesday, Aug 25, 2021 @ 7pm.
- Village of Doral Oaks-Master HOA 5001 NW 104th Ave, Monday Aug 30, 2021 @ 7pm.

Training Unit

- PSA Academy schedule finalized.
- New Hired Police Officer Academy-preparation.
- Citizens Academy Preparation.
- Accreditation
- Orientation of new PSAs-in progress.
- Simulator training ongoing.

Public Affairs

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 63,244 63,183 (61 additional followers)
- SOCIAL MEDIA HIGHLIGHT: Instagram Reach is Up by 43% ; Instagram Content Interactions up 139% (2247 interactions)
- *TOP POST OF THE WEEK- Instagram post for Back to School/National Night Out recap reached 7900!
- Promoted multiple city events/initiatives including but not limited to: Best of the Best, Vaccines/Testing in Doral, Upcoming council meetings, Blood mobile, Miami Spice Doral Participants
- Media Outreach & Coordination for events
- Completed Budget 21-22 Workshop Presentation for PA Department
- Media Inquiry Responses for Tomas Regalado Interview (re: City-wide topics) and Miami Herald (re: budget)
- Design/Web Projects – web updates to Parks pages, Best of Doral creatives, banner/flyer for Beam Signing Ceremony
- Media Alert/Press Releases Disseminated: Beam Signing Ceremony, Ocean Mazda Presentation, Back to School/National Night Out
- Meeting with Economic Development and Consultant about Doral Décor and Doral Design web page design in progress.
- Event Execution/Coordination:

- o Beam Signing Ceremony for Cultural Center -8/3
- o Ocean Mazda Horse Presentation 8/3
- o 9/11 20th Anniversary Event – 9/11

- Event Coverage:

- o Cultural Arts Center – Beam Signing
- o Ocean Mazda Presentation
- o Back to School/ National Night Out

- Videos:

Published – Doral Parks Bond Update: Beaming Signing

Published – Inside Doral: Back to School/National Night Out

In Production – Doral Shines – Active and Healthy ENG

In Production – Doral Shines – Active and Healthy SPA

In Production – Council Back to School Messages

In Production – Virtual Opera Welcome Video

Public Works

- NW 41 St. (87-79 Ave.) - Contractor continues working on punch list item and now Final release of retainage invoice.
- Outfall Design - On 7/27/21 EAC advised that all information was received by the County in order to complete the final comments. Expected to be completed with the permit phase by August if there are no further delays.
- Stormwater Improvements (Sub Basin H-8 Phase II) - Maggoc is currently at the intersection of NW 53rd Street along NW 77th Court and is approaching NW 54th Street.
- Stormwater Improvements (NW 89th Place (NW 21 St- NW 25 St)) - Plans were approved by Miami Dade County RER and provided on 7/23/2021. Pending to process Review Fee payment to complete the design phase.