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**To:** Honorable Mayor and City Council

**Date:** June 28, 2021

**From:** Hernan M. Organvidez, Interim City Manager

**Subject:** **Weekly Council Update/ June 20 - June 26, 2021**

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## **City Manager's Office**

Interim City Manager along with Deputy City Manager, Special Assistant to the City Manager, Valdes, City Clerk Diaz, and City Attorney Figueredo held weekly Staff Meeting with Department Directors and Assistant Directors. The following items were discussed:

### **1. Police**

- Calls for service up 12% over same time last year.
- Units handled the attempted suicide of a 30-year-old woman at a residence in Modern Doral.
- Units handled a fight between six men at Los Parrilleros Restaurant.
- Units responded to a house fire at Costa Verde.
- Power lines down due to rain at NW 97 Avenue and 17 Street.

### **2. Information Technology**

- EnerGov Update.
- Testing on July 19.
- Implementation on August 20.
- Update to Munis in 2022 will address issues on Building Department list.
- Internal Dashboard Updates for Code Compliance and Planning and Zoning,

### **3. Finance**

- Work continues on budget for 2021-2022.
- The impact of the Evergreen Study is being factored into the budget process.
- Issues with EnerGov are delaying the process.
- Finance Department will be having an internal audit meeting.

### **4. Human Resources**

- Ongoing review of the Evergreen Study.
- Discussing Evergreen Study with Department Directors.
- Doral Policy concerning COVID-19 testing over prolonged periods of time conflicts with current CDC guidelines.
- Will consult with other cities and the county regarding their policies on the matter.

### **5. Communications**

- Launching of the “Best of Doral” campaign.
- Press release on the certification by the World City Council.

## **6. Public Works**

- Completion of work on NW 41 Street.
- Ribbon cutting ceremony at NW 112 Avenue between 25th and 33rd Streets.

## **7. Planning and Zoning**

- Completing the research on school's ordinance.
- Preparing for the Council Zoning Meeting.

## **8. Economic Development**

- Launching of the "Best of Doral" campaign.
- Council members attending several ribbon cutting ceremonies.

## **9. Parks Department**

- The Blacksmith Workshop over the Fathers' Day weekend was well attended.
- Summer Camp has commenced and was well attended.
- 4th of July event at the Trump Hotel is filled to capacity.

## **10. Building Department**

- The position for Chief Building Inspector is closed.
- Friday closures to the public are helping the staff to get current on the backlog of permits.

## **11. Code Compliance**

- The current Mayor's Citizens' Government Academy will hold its last session this week.
- The Department is addressing approximately 500 delinquent Business Tax Receipts (BTR).
- The Department received several complaints related to foul odor. The matter will be addressed with the affected facilities.

- Interim City Manager and Deputy City Manager attended last meeting with Finance staff members for 2nd Round Budget Review.

- Interim City Manager and Deputy City Manager held Zoning Agenda Review meetings with Councilmembers individually for the Council Zoning Meeting to be held June 23.

- Interim City Manager and Deputy City Manager held a meeting with In Rem Solutions to introduce the Interim City Manager.

- Deputy City Manager attended Bi-Weekly meeting regarding EnerGov Stabilization Project Status meeting.

- Interim City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez and Assistant Information Technology Director, Mr. Carlos Olivares.

- Deputy City Manager held weekly meeting with Planning and Zoning Director, Mr. Javier Gonzalez.

- Deputy City Manager held weekly meeting with Economic Developer, Mr. Manuel Pila.

- Deputy City Manager held weekly meeting with Parks and Recreation Director, Ms. Erin Weislow.

- Deputy City Manager held weekly meeting with Building Director,

- Interim City Manager and Deputy City Manager attended Council Zoning Meeting on June 23.
- Interim City Manager held weekly meeting with Interim Chief of Police, Mr. Raul Ubieta and Interim Deputy Chief of Police, Daniel Borrego.
- Interim City Manager held weekly meeting with Human Resources Director, Mr. John Prats and Assistant Human Resources Director, Ms. Rita Garcia.
- Interim City Manager held weekly meeting with Public Affairs Communication Director, Ms. Maggie Santos.
- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- Deputy City Manager held weekly meeting with Building Development Services Coordinator, Mr. Carlos Diaz.
- Interim City Manager and Deputy City Manager held Bond Meeting Process with AECOM staff members regarding Construction Management.

### **Capital Improvement Project Manager**

#### **Doral Cultural Arts Center:**

- Permitting process is on-going:
  - o KVC to submit precast joists and roof decking submitted June 8<sup>th</sup>.
    - Permit currently under review by City of Doral.
- General Construction Activities:
  - o Grade beam and Column foundations excavations, reinforcement placement and formwork are on-going (80%).
    - formwork for south side façade/courtyard/stepped terrace is on-going.
    - Main electrical room conduit installation is on-going.
    - On-going CMU wall construction (IT room, electrical room, catering room, mechanical room walls).
  - o On-going construction submittals/RFI's.
  - o KVC will begin tree root pruning/ tree protection in the park on the last week of June and first week of July.
    - Parks and Recreation was informed.
  - o Pending proposal from Codina to relocate irrigation line from under the building footprint.
    - Codina was instructed to request permission to enter the site directly to KVC.
- IT Department provided undated location of the cameras.
  - o Most of the camera locations have changed.
  - o A discussion meeting with the IT Department, PMT and Mr. Collings will be held on June 30<sup>th</sup>.
- AT&T pull box relocation on-going.
  - o Awaiting on the check.
- Art in Public Places Package submitted to Planning and Zoning Department on June 23<sup>rd</sup>.
  - o PZ will confirm date for the committee meeting.
- Weekly OAC Meetings.

### **Morgan Levy Park:**

- Project completed.
  - o Thermostat relocation completed on June 12<sup>th</sup>.
    - Project Manager visited sit and confirmed the relocation.
- Financial closeout.
  - o Waiting on Waypoint Invoice for the relocation of thermostat (\$500.00).
  - o IT Department provided backup for Change Order No. 2 to SCS for the extra fiber conduit on June 17<sup>th</sup>.
    - A discussion meeting with IT, PMT and SCS has been schedule for June 30<sup>th</sup>.

### **White Course Park:**

- Permitting process is on-going:
  - o Miami Dade WASD Sewer Extension permit resubmitted June 15<sup>th</sup>.
    - Currently under review.
  - o FPL inspection passed in order to provide electricity to the trailer.
  - o Public Works requested NPDES.
    - Waypoint had addressed Public Works comments.
- Changer Order No. 2 executed June 23<sup>rd</sup>.
- General Activities:
  - o 2" water main conduit installed and inspected.
  - o Pressure test schedule for June 28<sup>th</sup>.
  - o Concrete restroom slab was poured on June 21<sup>st</sup>.
  - o Concrete samples were collected, report is on the works.
  - o Sidewalk layout (partial) and compaction on going.
  - o Electrical conduit layout on going throughout the whole site.
  - o RFI's Submittals are on-going.
- Artificial turf submittal is on-going.
- Coordination with IT Department for required elements is on-going.
  - o Design Team working on additional services scope to include IT lighting poles and camera design changes.
    - Meeting with IT Department, Designer, PMT and the Contractor held on June 25<sup>th</sup>.
    - IT Department pending to provide Vendor's quotes/proposals.

### **Doral Meadow Park:**

- Pergola lap joints warranty work scheduled for June.
  - o Duo-Guard lap joint cover installation completed June 17<sup>th</sup>.
    - Partial installation to be re-done by the contractor.

### **Doral Central Park:**

- Permitting Process is on-going:
  - o Phase I Soil Improvements review III completed.
    - Received comments from Plumbing, Floodplain, Electrical, and Building.
      - Bermello-Ajamil addressing comments.
  - o Phase IV Recreational Center/ Lake Wall Foundation review II is on-going.
    - COD Building Department rework review completed.
      - Received comments from Structural, Plumbing, Floodplain, Electrical, and Building.
      - Bermello-Ajamil addressing comments.
    - MDC DERM under review.
      - Bermello-Ajamil addressing comments.

- MDC Fire under review.
      - Bermello-Ajamil addressing comments.
  - Phase II & III City of Doral Building Department review completed.
    - Received comments from Structural, Plumbing, Mechanical, Floodplain, Electrical, and Building.
      - Bermello-Ajamil addressing comments.
    - Irrigation system and WSAS water connected must be stand alone and permittable for phase 2/3 and then connected to Phase 4 for final Park turn over. Options are being considered with design team and the city.
    - MDC DERM approved.
    - MDC CORE and Fire is under review.
      - Fire is requesting Sprinkler and Alarm system in the Amphitheater.
  - Planning and Zoning Site Plan Review for Phase IV.
    - Bermello-Ajamil addressing City of Doral Public Works comments.
      - Planning and Zoning Department requested Green Parking information on June 24<sup>th</sup>.
      - Information sent to Planning and Zoning on June 25<sup>th</sup>.
    - Site Plan MDC Fire approved.
    - Site Plan MDC DERM approved
- General Activities:
  - Weekly OAC meetings on-going.
  - Art in Public Places approved for Council Recommendation.
    - Design Team addressing/implementing committee comments.
  - FF&E coordination is on-going.
  - Revised Notice to Proceed for GMP Phase 4 to release procurement activities related to steel issued June 17<sup>th</sup>.
  - Kaufman Lynn Phase II and III bid meeting was held June 25<sup>th</sup>.
  - Phase IV package sent to Kaufman Lynn for bidding preparation.

#### **Doral Boulevard Pedestrian Bridge:**

- RFP #2021-09
  - Final deadline for Design Exceptions or Design Variations scheduled for June 25<sup>th</sup>.

#### **Trail Network:**

- Sharrows Interlocal Agreement submitted to MDC on-going.
  - PMT weekly follow up.
- Public Works Department is preparing amendment to the contract with H & J in order to get the price on the bike lanes green pavement marking adjusted.

#### **Trails and Tails Park (Lighting Improvements):**

- Phasing Schedule and Diagram with pedestrian access rerouting is under review by Parks and Recreation Department.
- Lighting poles and bollards specs to be finalized by June 25<sup>th</sup> in order to expedite a partial order on poles.

#### **Additional Items:**

- PMT weekly Status of Projects held every Wednesday.
- Weekly participation on the Park Bond Meeting with City Management and City Staff.
- May Monthly Report submitted to City Manager Office on June 21<sup>st</sup>.
- Safety and QC Audit by AECOM passed June 24<sup>th</sup> with top ratings.

## **Planning and Zoning**

### Occupational Licensing

- 11 Business Tax Receipt renewal for FY 2020-2021 processed this week.
- 24 Business Tax Receipts applications for new businesses have been received this week.
- 0 new Temporary Outdoor Dining Permits (58 Temporary Outdoor Dining permits issued to date).

### Planning and Zoning

- Addresses issued: 30
- Building Permits reviewed: 69
- Zoning Inspections conducted: 16
- Site plans reviewed/approved: 3
- On June 23, 2021, the following zoning items were approved on 2nd reading during the Council Zoning Meeting:
  - Ordinance No. 2021-11 Public Charter Schools LDC Text Amendment Chapter 74
  - Ordinance No. 2021-12 Text Amendment to Comp Plan Schools
  - Ordinance No. 2021-17 Schools LDC Text Amendment Chapter 53
  - Ordinance No. 2021-13 Water Supply Plan
- Planning and Zoning Director participated in the zoning agenda briefing for the Council Zoning Meeting scheduled for June 23, 2021.
- Planning and Zoning Director in collaboration with Miami-Dade County Schools and existing Charter Schools located in the City of Doral prepared a matrix of the student enrollment and schools' capacity for all public and charter schools.
- Planning and Zoning staff has begun the adoption submittal process to the State Land Planning Agency in the Florida Department of Economic Opportunity for the Text Amendment to the City of Doral Comprehensive Plan relating to Private, Public, and Public Charter Schools approved by the Mayor and the City Council on June 23, 2021.
- Planning and Zoning Director participated in the Bond Meeting Process Re: Construction Management.
- Planning and Zoning staff participated in a meeting to discuss ENERGOV unresolved items.
- Planning and Zoning Director attended a meeting with City Manager's Office.
- Planning and Zoning Director participated in a meeting with the Building Department to discuss EnerGov licenses for zoning inspectors.
- Planning and Zoning Director participated in a pre-application meeting to discuss a new a university at 9000 NW 25 Street.
- Planning and Zoning Director attended a site tour for Jackson Health System West Campus.
- Planning and Zoning Director participated in a meeting to discuss site plan for the proposed Downtown Doral Public Library.

### **Economic Development**

- Met with Gerald Kock, Aruban Department of Economic Affairs, Commerce and Industry, chef Urvin Croes, and Oranjestad-Aruba Sister Cities Association's Ralph Romsom re: Aruban culinary event in Doral.
- Met with Busqueda re: job fair proposal.
- Met with Mike Mio, Imperial Freight Brokers re: 50-year anniversary celebration.
- Met with Invest: Miami and Public Affairs Director re: logistics for special Doral section.
- Prepared zoning percentage analysis for Mayor Bermudez.
- Met with Dario Mucci, Remax, and Councilwoman Mariaca re: paddle court location options in Doral.
- Distributed Façade Improvement Grant agreements to awardees for execution.

- Distributed executed contract to Kristi Kinard, New Times representative and Public Affairs Director re: Best of Doral campaign.
- Met with Marcelo Llobell, DORCAM and producer Julio Bogue re: music industry promotional opportunities.
- Participated in Sister Cities Committee meeting.
- Participated in Carrot Express ribbon-cutting event.
- Participated in SOL PPEC ribbon-cutting event.
- Met with representatives of Mayor of Armenia, Colombia re: follow-up on Sister Cities initiatives discussed last week.
- Participated in meeting with officials from Jundiai, Brazil with Councilwoman Mariaca.
- Attended CAMACOL Doral networker at Allegro.
- Met with Brian Van Hook, SBDC @ FIU director re: SBA business assistance grant.
- Administered ongoing 2020 CBO Grants, Façade Grants, PTSA Grants.

## **Building Department**

- EnerGov Project: Continued working with Tyler resources on critical ticket items; EnerGov Stabilization Effort interviews scheduled with SME's and Project Charter established. Webinar scheduled for June 29 to allow external stakeholders to ask any questions about the discontinuation of County Submittals. Doral will no longer submit to county on applicants' behalf starting July 2nd. This returns control of county processing to the customer.
- Meetings Attended: Director attended Staff Meeting, DCM Weekly Meeting, and Parks Bond Meeting; 2nd floor leadership meeting
- Project Meetings: TCO Inspections beginning for Jackson West; CCHomes progress meeting; Director meeting with AECOM PM
- Vacancies as of 6/21/21: Building/Roofing Inspector, Plumbing Inspector, PT Mechanical Inspector, Chief Mechanical Inspector, Structural Plans Examiner; Chief Building Inspector interviews completed on Friday 6/25 and candidate forward to HR/CM for approval.
- Operational Updates: Friday closures continue to be a success providing time for clerical team to get thru processes.
- Active applications/permits in backlog:
- Files in Review Coordinator:
- 91 Approved Submittals pending invoicing and permit issuance.
- 1 failed submittal requiring rework.
- 253 new files pending kick-off for review.
- APPLICATIONS: 204 (up) Online Applications Received (all departments)
- PLANS REVIEWS: 169 (down) Plan Reviews (all departments)
- PERMITS ISSUED: 121 (up) Permits Issued (all departments) with a construction value of \$11.7 million (down) and \$134,622 permit fees collected (up)
- INSPECTIONS: 477 (down) total Inspections Completed (all departments)

- PHONE CALLS: 812 (up) total for 32+ hours (up)
- LOBBY DATA (DORALQ): 296 (down) Total Building Dept Customers; 59 Lobby Daily Average, 22 mins (down) Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 14 mins (down))
- VELARO CHAT PORTAL: 3,791 (down) Online Visitors; 9 (down) missed engagements; 2 engagements Ave Handle Time: 6:28m

### **Code Compliance**

- Department began implementation of process to address delinquent BTRs throughout the City.
- Final session of the Mayor's Citizen Government Academy took place with a presentation from the Code Compliance Department.
- Assistant Director served as a panelist in Building Department Interviews for vacant Chief Building Inspector position.
- Department is working with Doral PD to enforce another batch of Final False Alarm notices.

### **Finance Department**

- Accounts Payable: Processed 301 invoices; 88 checks and 11 wire transfers were issued for a total of \$1,104,807.
- Journalized the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Continued working with the City Manager's Office and Department Heads on and department heads.
- Processed the City wide payroll for the pay period ending June 20th.

### **PROCUREMENT**

- A total of 29 PO's were created for a total value of \$459,792.

### **CITY OF DORAL PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 06/23/2021**

- 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: 4 Submittals received; Bids are being evaluated.

- Solicitation No. and Title: ITB No. 2021-08 – NW 82 Street and NW 114 Avenue Traffic Signal - FDOT

Dept: Public Works

Broadcast Date: 05/13/2021

Due Date / Bid Opening Date: 06/18/2021

Status: 2 Submittals received; Bids are being evaluated.

- 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; Final deadline for submission of requests for Design Exceptions or Design Variations scheduled on 6/25/21.

- Solicitation No. and Title: ITB No. 2021-10 – Citywide Sidewalk Improvements- FDOT  
Dept: Public Works  
Broadcast Date: 05/14/2021  
Due Date / Bid Opening Date: 06/30/2021  
Status: 6 Firms attended the Pre-Bid meeting.

- 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 Shortlisted Firms; Technical Proposals due 7/13/21.

- 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: Phase I Evaluation Committee scheduled for 06/24/21.

- 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: 8 Submittals received; Bids are being evaluated.

## **Human Resources**

### **CURRENT JOB POSTINGS**

- Assistant Public Works Director, Public Works Department, Closes on 07/02/2021
- Building Inspector, Building Department, Open Continuous
- Chief Mechanical Inspector, Building Department, Closes on 06/23/2021
- Laborer I, Public Works Department, Closes on 06/28/2021
- Mechanical Inspector (PT), Building Department, Closes on 06/23/2021
- Park Ambassadors (Temporary), Parks & Recreation Department, Open Continuous
- Planner, Planning & Zoning Department, Closes on 07/02/2021
- Plans Reviewer (PW), Public Works Department, Closes on 07/02/2021
- Plumbing Inspector, Building Department, Closes on 06/23/2021
- Police Officer, Police Department, Open Continuous
- Project Inspector, Public Works Department, Closes on 07/02/2021
- Structural Plans Examiner, Building Department, Open Continuous

### **SPECIAL PROJECTS**

- HR continues to manage and coordinate COVID-19 related exposures and quarantine periods.
- HR initiated and forwarded a survey to other Cities regarding COVID-19 best practices, to date 7 Cities have responded. HR will continue gathering and analyzing the data to support any updated COVID-19 practices.
- HR received responses from Evergreen related to most departmental comments. HR has communicated the responses to all City Directors. Currently all departmental issues have been addressed, pending Parks Department analysis. HR is awaiting the revised final draft report and solutions from Evergreen.
- The Human Resources Department drafted revisions to enhance the City’s interview and applicant selection process.

- HR is in the process of submitting the required documents for recognition by the American Heart Association for their Worksite Wellness awards.
- HR continues to work with the Crowe internal Auditor, providing requested documents.

#### NEW EMPLOYEES

- Megan Gonzalez, Permit Clerk, Building Department, start date 7/12
- Isabella Sanchez, Park Ambassador started 6/22
- Veronica Anez, Park Ambassador started 6/23
- Paul Zuniga, Park Ambassador started 6/23

#### PROMOTIONS

- Ingrys Farias – Assistant Floodplain Manager - Floodplain Manager
- Alexander Blanco – Plumbing Inspector to Plans Examiner
- Marquise West - Park Ambassador to Assistant Park Manager
- Lucas Vargas - Assistant Park Manager to Park Manager
- George Vega - Special Needs Coordinator to Recreation Administrator

#### PRE-EMPLOYMENT STATUS - JOB OFFERS HAVE BEEN EXTENDED

- Public Affairs Department – Administrative Assistant – (1)
- Parks and Recreation Department - Park Ambassadors (7)

### **Information Technology**

#### Support Desk

Resolved 93.4 % support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events.

- Upgraded Windows on the Laptops of: Legislative Analyst and Building Plans Examiner
- Modified door schedule for night events.
- Moved laptop, phone and monitors from BD Plans Examiner's desk to his new Desk.
- Continue to work on reconciliation of physical inventory of IT equipment.

- AV Team setup/supported/live broadcasted Council Meeting
- 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

• Public Safety Support - This week, the PD IT Patched all Microsoft server with the latest updates. PD IT is finalizing the final process for the FIBRS/NIBRS conversion. IAPro was upgraded to their latest version. Our CAD software was also upgraded to the latest version which fixed a few bugs. PD is 99% complete implementing the new mobile CAD.

• System Analyst- This week:

- Attended EnerGov support calls during the week
- 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
- Met with Tyler support to troubleshoot different case tickets
- Attended Bi-Weekly EnerGov Stabilization Project Status Meeting
- Met with MCCi to confirm project completion

• System Support

Review and Keep the backups if they are 100% operational

Extended the disk in the Laserfiche virtual server.

Removed unused servers from backup schedule to save space.  
Ran June's server windows update and restarted more servers on Saturday.  
Meeting with the team to improve the windows update process.  
Increased CPU in one of the domain controllers to have a better performance.  
Assist DBA to fix Rubrik issues in the PD server.  
Changed the servers windows update GPO to force to restart after 30 minutes.

- Network Administration
- Participated in external and internal meetings.
- Created custom detailed call reports for different departments.
- Continued to work on remediations and following best practices as advised by a city's partner.
- Visited Doral Legacy Parks and fixed VoIP issues. This included temporary routing of call flow and firewall troubleshooting.
- Performed research and configuration of a network application to control the AC system from Doral Glades Park.
- Continued to monitor the Network and actions taken based on incidents.
- Supported the CH and PD help desk during network services troubleshooting.
- Provisioned network switch to allow users connectivity due to relocation.

- Security Manager

This week, over 51 emails were reported and analyzed for malicious intent. Continued remediation from security audit findings. Attended several vendor meetings to discuss security solutions. Performed cleanup of Active Directory organization units.

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

We are continue resolving 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 to start working with all the changes and verification and IT team is updating design of dashboards.

We are doing tests of moving old permitting attachments to new enterprise system to facilitate user's process. We are also Testing Laserfiche implementation

- Database Administrator:

I.- Assisting the Building Department Director to run a report for Permit Types in the Legacy and the new system requested by Miami Dade.

II.- Updated the Public Works Internal Dashboard. The connections, queries, and tasks have been updated to populate the metrics from the new data source (EnerGov).

III.- Updated the Code Compliance External Dashboard. The connections, queries, and tasks have been updated to populate the metrics from the new data source (EnerGov).

IV.- Working on the Code Compliance Internal Dashboard, creating the connections and tasks to populate the metrics from the new legacy system.

- Application Development- This week:
- Created IAAs to fix expired permits.
- Created SQL script to clean up Item Reviews.
- Tested EnerGov GIS in test environment.
- Worked on BTR with PZ department: Created report of Pending Fee Licenses, Worked on Fees and Fee Templates, worked on mapping of description to Business Use field.
- Participated in EnerGov meetings.

- Smart City projects are underway:
- FPL 2 LPR Poles/Public Safety Project:

We are waiting approval for MDC permit approval and will be having meeting next week to update project schedule. With the help of our management working with MDC management approvals for sites were approved and now vendor submitted Public Works documentation for our City Manager approval as we continue the process to start construction and ensure all paperwork for approval of MOT is obtained.

Project is 65 % 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

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.

Project is 20% completed

- Upgrade Facility Dude Project

We are answering questionnaire for the planning kick-off meeting on July 9 and developing a schedule of tasks to perform of how the 3 current applications of Facilities Dude will be centralized in the upgrade. PW completed documentation for Council meeting in June after receiving updated proposal. We decided to just upgrade current Facility Dude software which is beneficial for City. PO was approved and we started planning 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 14% completed

- WCCD 37120- Yearly Smart City Certification Project

We are missing some last information from food security environmental information. This week we received /posted most of water and education information. We should be submitting workbook for review this week.

Project is 89% completed

- 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 1, 13, 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 Coarse and Central Park.
- Meet with Vetted Solution and Ocean Mazda team to discuss future installation and integration of LPR and surveillance cameras feed to our RTIC.
- Replaced cameras at poles 1 & 3 at PD sub parking lot to resolve connectivity issues.
- GIS Administration- This week:
- Continue to conduct systems and communicate with vendor and internal Information Tech team.
- Installed GIS enterprise staging environment.
- As per planning/zoning dept's request, updated & provided City Parks map in PDF.
- Updated Code Enforcement Zones web map app to GIS Portal for the smart city.
- Contacted city departments to update GIS maps from GIS portal.

- Test aerial imagery trial.
- Test GIS enterprise staging environment.
- Meeting with GIS vendor about Aerial Imagery.
- Transition GIS app from retired GIS app for planning/zoning dept tree inventory.
- Communicated users support.
- Continue to rebuild and test systems.
- Weekly GIS maintenance.

## **Parks and Recreation**

- Parks Director attended weekly meeting with the Deputy City Manager to discuss ongoing department items.
- Parks Assistant Director met with the Village of Virginia Gardens to discuss playground turf.
- Parks Director met with Events team to discuss the Independence Day event.
- Parks Director attended South Florida Parks Coalition Meeting.
- Parks Director, Programs Coordinator, and Recreation Facilities Supervisor met with Vermont Systems to begin creating tennis court reservations on the Parks Software System.
- Silver Club Virtual Bingo Night was held with 22 participants.
- Silver Club held Virtual Seminar with 20 participants to discuss Healthy Body and Brain.
- Special Needs specialist held weekly Bowling practices at Bird Bowl with 36 participants.
- Adult Basketball League continued spring season games at Doral Legacy Park.
- Broncos Cheer Clinics were held at Doral Meadow Park with 60 participants.
- Full Moon Yoga was held at Doral Glades Park on Thursday June 24th with 30 participants.
- Special Olympics Fall Parent Meeting was held at Doral Legacy Park to discuss upcoming Fall Sports.

## **Police Department**

Arrests: 21

- Felonies: 10
- Misdemeanors: 9
- Traffic: 1
- Warrants: 1
- DUI: 0

Traffic Citations

- Hazardous Moving Violations: 439
- Non-Hazardous Moving Violations: 384
- Disabled Parking Violations: 7

Civil Citations

- Civil Citations: 7

Notable Arrests & Incidents Strong Armed Robbery

Grand Theft

Criminal Mischief \$1000 or over

Doral Patrol units were summoned to 8901 NW 33rd Street regarding a male yelling for help.

Upon arrival, officers located the male victim yelling for help, who stated to them that he was involved in a traffic crash in the area of 8850 NW 33rd Street. The victim further explained that once he exited his vehicle to speak to the driver of the other vehicle, the male driver ripped the paper tag from his vehicle and fled the scene. The victim then chased the other male until they came to a stop at 8901 NW 33rd Street. The victim stated as he started to call 911, the male driver grabbed the victim's arm and forcefully removed the cellphone from the victim's hand, causing the victim to fall to the ground and sustain a minor abrasion to his left elbow. The subject then threw the victim's phone to the ground, picked it up, and threw it to the roof of 8901 NW 33rd Street. The subject then fled the scene and was later taken into custody by officers. The subject was arrested and transported to TGK.

#### Robbery by Sudden Snatching

##### Battery

##### Criminal Mischief \$1000 or over

Doral Patrol units were summoned to a business located at 10775 NW 41st Street, reference a physical altercation. Upon arrival, officers met with the victim who stated to the officers that he observed a female being hit by a male at the aforementioned location. The victim then dialed 911 to report the male hitting the female, while on the phone with 911, the victim was confronted by the male hitting the female and was asked if he had called the police. The male subject then snatched the phone from the victim's hand depriving the victim of communication with 911. The male subject also hit the victim in his face after snatching his phone away. The subject then threw the victim's phone to the ground and began stepping on it causing it to break. The subject was arrested and transported to TGK.

#### Shooting a Deadly Missile

##### Criminal Mischief \$1000 or Over

##### Using a BB Gun by Minor

Doral Patrol units were summoned to a business located at 10613 NW 12 Street in regard to a possible rock thrown through a window of the aforementioned location. Upon arrival, officers met with the reporting party who provided them with the description of the subject and the direction of travel. Officers began canvassing the area and located the subject a few blocks away from the incident matching the description provided by the reporting party. After questioning the subject, he confessed to officers to shooting the window with a BB gun. The subject was arrested and transported to the Juvenile Assessment Center (JAC).

#### 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

Thursday 6/10/2021

- Biarritz – NW 114 Avenue & 48 Street follow-up with HOA President Ms. Campos on Safecam program flyer.

- Follow up with Doral Gardens Community on gate code changes NW 109 Avenue & 52 Street & NW 112th Avenue & 52 Street.
- Super Autos re-sign new Trespass Affidavit 8470 NW 58 Street.
- Doral Park Country Club 5001 NW 104th Avenue July HOA meeting schedule.
- Meeting with Midtown Master Association President Nancy Pastor @7835 NW 107 Avenue # 305. Topics discussed: crime prevention services, cameras, parking systems, camera liabilities- private legal advice, See Something Say Something, Trespass, and Safecam.
- Peninsula Realty 5910/5930/5960 NW 99 Avenue, Peninsula Realty- Meeting with Najib Nicola & Mr. Rionda offered crime prevention, Trespass & Safecam.
- 9775 NW 12 Street Doral Toyota/Toyota of South Florida Collision, dropped of updated Trespass Affidavit.
- 10155 NW 12 Street Doral Kia/Hyundai updated new Trespass Affidavit form.
- Meeting with Ingrida Hazoury from Vesta Property regarding picking up the Safecam affidavits for Highland, Pinnacle & Summit.
- 4800 block NW 112th Avenue -Costa Bella- Follow-up on obtaining new gate code with Caribbean Property Management.
- Doral Atlantic Resident meeting- 10500 NW 74 Street -Hurricane Readiness
- 10540 NW 78th Street Vesada - meeting with property management. (Safecam follow up).
- 8935 NW 102nd Court Astoria (meeting w/HOA secretary).
- 5001 NW 104th Avenue Doral Lakes (HOA meeting).

#### Upcoming H.O.A. Meetings:

- June 22, 2021, Atlantic Doral 10500 NW 74 Street, 6:30 P.M.
- June 23 Wednesday @ 10:30am South Florida Crime Prevention Meeting-zoom

#### Training Section:

- SRO Firearms Training-6-21-2021 from 7-11 AM @ Medley Range.
- SRO Active Shooter & Tactical Training 6-22-2021 from 12-3PM @ Doral Elementary.
- Traffic Stops Training for two midnight squads 6-22-2021 from 9-1AM @ Training Unit.
- Accreditation Preparation
- Blue Theory Training will take place with dayshift and midnight FTO Squads on Tuesday, 6-29-2021 & Tuesday, July 6, 2021, from 4PM to 8PM.

#### Office of Emergency Management:

- WebEOC Training, Thursday, July 1, 2021, 2PM to 4 PM.
- Attended FEMA's virtual training on POD management as preparation for hurricane season.
- Continued coordination with County and I.T. Department for upcoming WebEOC training for EOC personnel.
- Created situation reports, and shared COVID-19 and other relevant news with Directors. Information also includes weekly data (new format) provided by the Florida Department of Health (FDOH), FEMA documents regarding COVID-19 Public Assistance, etc.
- Monitored and posted severe weather-related information on social media for possible urban flooding.
- Continued Hurricane Season preparation outreach on DPD social media platform.

### **Public Affairs**

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 62,373. (98 additional followers)
- SOCIAL MEDIA HIGHLIGHT: Page views on Facebook went up by 24% and post responsiveness time went down on Facebook.

\*TOP POST OF THE WEEK- Mayor's meeting and press conference regarding Nicaragua on Facebook; Reached 1,800 with 50 'likes' and 7 'loves'

- Promoted multiple city events/initiatives including but not limited to: Flood prevention/awareness (PPI), Building webinars, spend local card, freebee extension
- Media Inquiry: Doral Family Journal Re: Casinos/Gaming
- Contact of media outlets incorrectly reporting fraudulent business in Doral. Business is in unincorporated Miami Dade.
- Compiled and disseminated survey for Commission on the Status of Women Advisory Board
- Coordination Meeting for Miami Herald Special Feature
- Design/Web Projects – Ongoing Updates to PD page, several certificates, Building webinar flyers
- Events:
  - Coordination for NW 112th Ribbon Cutting Photo Opp
  - Videos:
    - Published – City Advisory Board Promo Vid
    - In Production – Mayor's 4th of July Virtual Message/Countdown
    - In Production – Spend Local: Sanitas

### **Public Works**

- Obtained final building inspection for the parapets repairs at the Government Center project.
- Met with City of Doral Directors to obtain facility needs for upcoming years. Plan will be presented to the City Manager Office the following week.

### **Transportation:**

- NW 41 St. (87-79 Ave.) - Contractor working on punch list items, thermoplastic expected to be installed on the last week of this month.
- NW 112 Ave. (25-34 St.) - FPL has installed meter for street lighting circuit; lights are on.
- ITB 2020-31 "Sub Basin H-8 Phase II Stormwater Improvements": Notice to proceed has been executed and dated April 26, 2021. The awarded Contractor, Maggoc Inc., began mobilizing to the site and delivering material to begin Phase I which is along NW 77th Court between NW 52nd Street and NW 56th Street. Maggoc, Inc has begun excavating the site and is installing Structure 2 and modifying Structure 1 at NW 52nd Street and NW 77th Court.
- Stormwater Division attended the annual Florida Stormwater Association (FSA) 2021 Virtual Conference on Thursday, June 24th and Friday, June 25th.