



Memorandum

To: Honorable Mayor and City Council

Date: June 21, 2021

From: Hernan M. Organvidez, Interim City Manager

Subject: **Weekly Council Update/ June 13 - June 19, 2021**

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:

I. POLICE

- 654 calls for service
- Police Department handled two traffic accidents where pedestrians were struck by vehicles. No serious injuries on either case.
- “Swatting” Call at a residence in Doral. Swatting is the term used when someone falsely calls the police on an unsuspecting person alleging that a serious crime is occurring in the unsuspecting person’s home. This is an ongoing investigation in which Doral Police has been involved for several months.
- The union representing janitors scheduled a labor protest for Monday, June 14, at noon at the corner of NW 87 Avenue and 36 Street. The protest took place without incident.

2. FINANCE

- The Finance Department staff will be conducting the second round of budget meetings.

3. PLANNING & ZONING

- The Department will have an Agenda Review Meeting with the Mayor.

4. HUMAN RESOURCES

- Three City employees are currently out of work recovering from COVID-19.
- The Evergreen Study was found to be incorrect and was sent back to Evergreen for revisions and corrections.
- Applications for employment will be screened for veterans, and if minimum qualifications are met, they will be guaranteed an interview.

5. PUBLIC WORKS

- U.S. flags will remain in place throughout the City until after the 4th of July.
- The air conditioning system at the Doral Government Center is being repaired.

6. ECONOMIC DEVELOPMENT

- The City will be hosting foreign dignitaries from Latin America this coming week.
- Meeting with the Greater Miami Visitors & Convention Bureau.
- Sister Cities Program scheduling committee.
- Meeting with other City departments to discuss the creation of panels to showcase the City.

7. COMMUNICATIONS

- Men's' Health Month Photo Opportunity for all City employees. The employees were asked to wear blue clothing items in recognition of National Men's' Health Month.
- Blood Drive on Tuesday, June 15.
- Public Awareness Campaign on pedestrian safety.

8. BUILDING DEPARTMENT

- Update on the progress of addressing the issues presented by Energov.
- The closing of the Department to the public on Fridays is allowing the staff to make significant progress on getting up to date on the processing of pending permit applications.

9. PARKS

- The City's Summer Camp program began on Monday, June 14.
- Men's' Health Seminar scheduled for this week.
- Registration for the City's 4th of July Event is at 68%.

10. CODE COMPLIANCE

- Hurricane Plan is set and ready to put in action if necessary.
 - Vehicles have been equipped with the necessary equipment for hurricane preparedness.
 - Food Truck Regulations have been established.
 - Special Magistrate session scheduled this week.
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- Deputy City Manager held weekly meeting with Economic Developer, Mr. Manuel Pila.
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- Interim City Manager and Deputy City Manager along with Special Assistant to the City Manager, Mr. Rey Valdes and the Finance Department staff held second round budget meetings with all department directors.
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- Special Assistant to the City Manager, Mr. Rey Valdes attended a meeting with the Chief of Staff, Mr. Jean Carlo Canabal, Communications Director, Ms. Maggie Santos, Parks and Recreation Director, Ms. Erin Weislow, Parks and Recreation Assistant Director, Mr. Lazaro Quintero, Information Technology Director, Ms. Gladys Gonzalez, Information Technology Assistant Director, Mr. Carlos Olivares and Economic Developer, Mr. Manuel Pila to discuss Developing Panels for a Small Seminar (Parks, Smart City, Businesses).
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- Interim City Manager, Deputy City Manager and Special Assistant to the City Manager, Mr. Rey Valdes held Agenda Briefing meeting with Planning and Zoning Director, Mr. Javier Gonzalez for Council Zoning Meeting to be held June 2.
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- Deputy City Manager held weekly meeting with Planning and Zoning Director, Mr. Javier Gonzalez.

- Interim City Manager, Deputy City Manager and Special Assistant to the City Manager, Mr. Rey Valdes along with Planning and Zoning Director, Mr. Javier Gonzalez held Agenda Review meeting with Mayor Bermudez for Council Zoning Meeting to be held June 23, 2021.
- Interim City Manager along with City Attorney Figueredo held meeting with Eugene Collings-Bonfill from EXP USA and Mr. Jacob Rinard, Project Manager from AECOM regarding AECOM Team.
- Interim City Manager along with City Attorney Figueredo held meeting with Human Resources Director, Mr. John Prats regarding Pre-Employment Drug Test.
- Deputy City Manager held weekly meeting with Parks & Recreation Director, Ms. Erin Weislow.
- Deputy City Manager held weekly staff meeting with Carlos Diaz, Building Department.
- Deputy City Manager held weekly meeting with Code Compliance Director, Edgard Estrada.
- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- Interim City Manager held meeting with Police Officer, Mr. Rafael Blanco to conduct an exit interview.
- Interim City Manager held meeting with City Attorney Figueredo and Mayor Bermudez regarding Trolley.
- 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 Water and Sewer permit application submitted on June 2nd to City of Doral Building Department.
 - Permit currently under review.
 - o KVC to submit precast joists and roof decking submitted June 8th.
 - Permit currently under review.
- General Construction Activities:
 - o Grade beam and Column foundations excavations, reinforcement placement and formwork are on-going (80%).
 - A total of 1,000 cubic yards of concrete have been poured to date. (+/- 1,300 cy total in the project).
 - 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.
 - PMT sent email to Parks and Recreation for their information.

- o Codina requested access to KVC site on behalf of Parks and Recreation Department on June 4th to performed trenching for the installation of a power conduit for a Downtown Doral Park project.
 - Parks and Recreation reported broken irrigation lines and wiring on June 7th.
 - Codina is working to finish the conduit installation (pull box) and repair the irrigation lines.
- AT&T pull box relocation on-going.
 - o Agreement signed.
 - o Awaiting on the check.
- Art in Public Places Package ready to be submitted.
 - o Routed to City Manager Office for signature.
- Change Order No. 3 to Bermello Ajamil executed June 17th.
- Weekly OAC Meetings.

Morgan Levy Park:

- Project completed.
 - o Thermostat relocation to be completed June 12th.
 - Project Manager will visit sit June 18th.
- Financial closeout.
 - o Waiting on Waypoint Invoice for the relocation of thermostat (\$500.00).
 - o IT Department provide backup for Change Order No. 2 to SCS for the extra fiber conduit on June 17th.
 - PMT reviewing Change Order.

White Course Park:

- Permitting process is on-going:
 - o Miami Dade WASD Sewer Extension permit resubmitted June 15th.
 - o Density test for building concrete pad completed and passed.
 - o Parking lot location layout and surveyed. Subgrade density test passed.
 - o Restroom building concrete slab rebar reinforcement installed, inspected, and passed.
 - o Public Works requested NPDES.
 - Waypoint addressing Public Works request.
- General Activities:
 - o Meeting with Parks and Recreation, PMT, and Waypoint for the selection of artificial turf was held June 15th.
 - o 2 days delay due to weather conditions.
 - o Termite treatment completed and submitted certificate to Parks and Recreation.
 - o Restroom concrete slab pour was rescheduled due to weather condition for the week of June 21st.
 - o Sidewalk and pavilion location layout and surveyed. Density testing schedule for the week of June 21st (partial).
 - o Lighting poles and monument sign Location layout and surveyed.
 - o Open trench work begins for electrical conduit schedule for the week of June 21st.
 - o Coordination with IT Department for required elements is on-going.
 - IT Department pending to provide Vendor's quotes/proposals.
 - o RFI's Submittals are on-going.

Doral Meadow Park:

- Pergola lap joints warranty work scheduled for June.
 - o Duo-Guard lap joint cover installation completed June 17th.
 - Project Manager reviewing installation on June 18th.

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.
 - MDC DERM approval received June 4th.
 - Early Start permit issued June 7th.
 - Notice to Proceed for GMP Phase I issued June 7th.
 - Onsite Work and protection of trees/demolition to start week of June 14th.
 - Utilities disconnected June 10th.
 - 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.
 - o 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.
 - o Planning and Zoning Site Plan Review for Phase IV.
 - Bermello-Ajamil addressing City of Doral Public Works comments.
 - Site Plan MDC Fire approved.
 - Site Plan MDC DERM approved
- General Activities:
 - o Weekly OAC meetings on-going.
 - o Art in Public Places approved for Council Recommendation.
 - Design Team addressing/implementing committee comments.
 - o FF&E coordination is on-going.
 - o Revised Notice to Proceed for GMP Phase 4 to release procurement activities related to steel issued June 17th.
 - o Kaufman Lynn Phase II and III bids due June 17th.
 - o Phase IV package sent to Kaufman Lynn for bidding preparation.
 - o Owners Direct Purchase sent back to Kaufman Lynn to address Mr. City Attorney comments on June 3rd.

Doral Boulevard Pedestrian Bridge:

- RFP #2021-09
 - o ATC meeting with the three (3) Design Build firms scheduled for June 18th.

Trail Network:

- Sharrows Interlocal Agreement submitted to MDC on-going.
 - o PMT weekly follow up.
- Public Works Department is preparing Work Order for City Manager's approval.

Trails and Tails Park (Lighting Improvements):

- Schedule and Phasing review meeting with Parks and Recreation, PMT and Horsepower Electric held June 16th.

Additional Items:

- PMT weekly Status of Projects held every Wednesday.
- Weekly participation on the Park Bond Meeting with City Management and City Staff.
- May Cost Budget Report in progress.
 - o Sent to Deputy City Manager for review and comments.

Planning and Zoning**Economic Development**

- Met with Rolando Aedo, Chief Operating Officer, Greater Miami Convention and Visitors Bureau, Deputy City Manager, Public Affairs Director and Chief of Staff.
- Met with Hector Duer, Doral 87th Group re: logistics of Doral 87 groundbreaking.
- Met with The Opportunity Exchange re: economic development software.
- Met with Invest: Miami and Public Affairs Director re: options for special Doral section.
- Participated in 2nd Budget Meeting for Planning and Zoning Department.
- Met with Patricia McCarney, World Council on City Data and IT department's Rosalind Ramirez re: ISO 37122 certification.
- Met with City of Miramar representatives and IT department's Rosalind Ramirez re: process for Smart City certifications.
- Met with Kristi Kinard, New Times representative and Public Affairs Director re: Best of Doral logistics.
- Met with Pauline Winick, Flor Mayoral and Marcelo of DORCAM re: grants and events.
- Participated in Economic Development Advisory Board meeting.
- Participated in meeting with Chief of Staff, Parks Director, Public Affairs Director and IT re: Developing Panels for Small Seminar.
- Participated in presentations and tour for Fundación Lideres Globales diplomatic group of Mayors and Council members from Honduras, Ecuador and Panama.
- Met with representatives of Mayor of Armenia, Colombia re: Sister Cities initiatives.
- Met with representatives of Aruban Department of Economic Affairs re: Aruban culinary event in Doral.
- Attended Doral Family Journal networker at Miami International Mall.
- Met with CQNS re: economic development consulting services.
- Met with Augusto Maxwell, Akerman LLP re: industrial project incentives inquiry.
- Met with James Kohnstamm, Beacon Council re: industrial project RFP.
- Met with Nubielena Medina re: logistics for Doral 87 groundbreaking.
- Met with Ribbon Cutting applicants Vesada Apartments and Andreina Zambrano.
- Provided development report to Macy's VP Store Manager Murray Tolkov.
- Provided Ribbon Cutting info to Olivia Bernal, Principal of Academir Charter School West.
- Administered ongoing 2020 CBO Grants, Façade Grants, PTSA Grants.

Occupational Licensing

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

Planning and Zoning

- Addresses issued: 7
- Building Permits reviewed: 72
- Zoning Inspections conducted: 21
- Site plans reviewed/approved: 1
- Planning and Zoning Department submitted items for the Council Zoning Meeting on June 23, 2021.
- Planning and Zoning Director participated in the zoning agenda briefing for the Council Zoning Meeting scheduled for June 23, 2021.
- Planning and Zoning Director participated in the Bond Meeting Process Re: Construction Management.
- Planning and Zoning Director participated in the Selection Committee Meeting for 2021-11 Design-Build Adaptive Reuse.
- Planning and Zoning Director attended a meeting to discuss temporary site locations for Shelton Academy.
- Planning and Zoning Director participated in a meeting with Midtown Representative Mr. Juan Mayol to discuss the Doral's Public Arts Program.
- City Planners participated in interdepartmental meeting to discuss ongoing development projects.
- Planning and Zoning Director participated in pre-application meeting for Flight way 10 located at 6175 NW 62 Ave.
- Planning and Zoning Director participated in the Staff Meeting - Directors & Assistant Directors Meeting.
- Planning and Zoning Director attended meeting with City Attorney's Office to discuss Midtown at Doral Phase 2A.
- Planning and Zoning Director attended meeting with Ms. Christina Miller, City Consultant, to discuss PUD Moratorium Code Revisions.
- Planning and Zoning Director attended 2nd budget meeting for FY 2021-2022.
- Planning and Zoning Director attended Mayor Agenda Review Meeting.
- Planning and Zoning director participated in a meeting with representatives from Midtown Doral PUD Phase 2A to discuss proposed modification and Amendment of Settlement Agreement.
- Planning and Zoning Director and City Consultants from ADA Engineering participated in a meeting to discuss Low Impact Development Implementation Project.
- Planning and Zoning Director participated in a meeting to discuss potential modifications and additions for the existing storage facility located at 5900 NW 102 Avenue.
- Planning and Zoning Director conducted interviews for the two (2) City Planner positions.
- Planning and Zoning Director participated in a meeting with the Information Technology Department to discuss EnerGov License Request and Business Tax Receipts.

Building Department

- EnerGov Project: Continued working with Tyler resources on critical ticket items; follow-up interviews with Chris Blough from Plante-Moran for the EnerGov Stabilization Effort.

- Meetings Attended: BDSC attended Staff Meeting, DCM Weekly Meeting, and CIP Liaison attended Parks Bond Meeting
- Project Meetings: Clerical team continues to schedule one-on-one meetings with major customers to get permits, processes, unstuck. Projects: Mansions and TCO Countdown for Jackson West; issued early start for Monat
- Vacancies as of 6/11/21: Chief Building Inspector, Building/Roofing Inspector, Plumbing Inspector, PT Mechanical Inspector, Chief Mechanical Inspector, Structural Plans Examiner; Chief Building Inspector has closed and candidates reviewed, selected for interview
- Operational Updates: The Building Department began closing the permit counter on Fridays for June 11, 2021. Staff have already reduced numbers and are working through backlog. 242 processes were worked on 6/11.
- Good News & Announcements: Permit Clerk Grettel gave birth to Baby Emma on June 16th.
- APPLICATIONS: 187 (up) Online Applications Received (all departments)
- PLANS REVIEWS: 230 (dn) Plan Reviews (all departments)
- PERMITS ISSUED: 118 (up) Permits Issued (all departments) with a construction value of \$17 million (dn) and \$97,400 permit fees collected (dn)
- INSPECTIONS: 553 (up) total Inspections Completed (all departments)
- PHONE CALLS: 744 (up) total for 31+ hours (up)
- LOBBY DATA (DORALQ): 347 (up) Total Building Dept Customers; 70 Lobby Daily Average, 24 mins (dn) Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 16 mins (dn))
- VELARO CHAT PORTAL: 4,198 (up) Online Visitors; 10 (dn) missed engagements; 5 engagements Ave Handle Time: 7:28m

Code Compliance

- Week 7 of the Mayor's Citizen Government Academy took place with a presentation by Parks & Recreation and Police Department.
- Department held monthly Special Magistrate hearing for the month of June, where 14 cases were successfully presented.
- Department is currently working with Crisis Intervention Officer from Doral PD on a possible hoarder case to offer best assistance to the individual and resolve the cleaning of the property.
- Department submitted Summary Section as part of the 2021-2022 Budgeting Process.

Finance Department

- Accounts Payable: Processed 162 invoices; 103 checks were issued for a total of \$945,020.
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Held second round of departmental budget meetings with the City Manager and department heads.

PROCUREMENT

- A total of 6 PO's were created for a total value of \$7,344.
- Hosted the 3rd Annual Procurement Workshop with City staff.

CITY OF DORAL PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 06/16/2021

- 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: 6 Firms attended the Pre-Bid meeting.
- 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; One-on-One Alternative Technical Concepts Discussion Meeting No. 1 scheduled on 6/18/21.
- 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, Continuous
- Laborer I, Public Works Department, closes on 06/28/2021
- Mechanical Inspector (PT), Building Department, Continuous
- Park Ambassadors (Temporary), Parks & Recreation Department, Open Continuous
- Plumbing Inspector, Building Department, Continuous
- Police Officer, Police Department, Open Continuous
- Structural Plans Examiner, Building Department, Open Continuous

SPECIAL PROJECTS

- HR continues to address and coordinate COVID-19 related exposures and monitoring necessary quarantine periods.
- On June 16, 2021, the Human Resources Department received a revised Compensation and Benefits draft report from Evergreen Solutions and is currently analyzing the proposed solutions to ensure that all Director comments have been addressed. HR is currently analyzing the impact of the proposals.
- HR worked on a special project as part of the ongoing budget process to determine the number of employees that have been recognized by their respective departments as having outstanding performance for 3 years in a row.
- On June 16, 2021, the Human Resources Department, in collaboration with the Parks Department hosted a special Lunch and Learn virtual health seminar to celebrate Men's Health Month. The seminar was presented by Lunan Ji, Urologist and covered many relevant and important health issues faced by men.

Information Technology

- 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 users' process.
- Smart City projects are underway:
- FPL 2 LPR Poles/Public Safety Project:
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 64 % 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 planning kick-off in July and developing a schedule of tasks to perform of how the 3 current applications of Facilities Dude will be centralized in the upgrade. PW are preparing 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 is on hold until approval is received then we can start 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 13% completed

- WCCD 37120- Yearly Smart City Certification Project

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

Project is 87% completed

- AV Team setup/supported Special Magistrate
- 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 93 % support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events.
- Changed Doors schedule for Doral Legacy Park and Doral Glades Park.
- Modified door schedule for night events.
- Video Call with Ricoh software team to troubleshoot and install Streamline in the Morgan Levy Park Printer.
- Installed new printer for Councilwoman Digna Cabral.
- Continue to work on reconciliation of physical inventory of IT equipment.

- Systems Administration. This Week:

Review and Keep the backups if they are 100% operational

Install 4 new servers to configure new GIS infrastructure

Deleted 3 virtual servers that were no longer in use from Network administrator.

Shutdown 4 virtual servers that were no longer in use from DBA and System Developer.

Increased space in the software developer virtual machine

Ran June's server windows update and restarted some servers.

Worked with the AV analyst to fix windows update in a server in the park.

Increased memory in 2 Domain Controllers in Police Department.

Fixed a server that windows update failed in Police department.

Fixed a server that windows update failed in City Hall.

Increased the volume size in the data storage and Vcenter to extend the Laserfiche virtual server disk

Ran June's server windows update and restarted more servers.
Ran Palo alto script to remove extended attribute from files in 3 servers.

- Network Administration
 - Participated in external and internal meetings.
 - Visited Doral Glades Park and physically connected the AC Controller to the Network. Also, provisioned the Network Switch and allowed remote access for control.
 - Supported the AV Analyst during troubleshooting of Video IP services.
 - Configured phone advanced features for users from the CM Office.
 - Continued to work on remediations and following best practices as advised by a city's partner.
 - Designed/Implemented Network Architecture to allow a communication flow for a new testing environment for GIS services. This included changes/configurations for external access, firewalls, and load balancers.
 - Provided phone support to users from the HR department.
 - Designed Network Architecture for integration of a wireless terminal and on-premises services. This included changes/configurations of the wireless controller and the Network Admission Controller.
 - Provided support for the organization (CH-PD) by monitoring and investigating suspicious emails.
 - Reviewed Network Design/Architecture for the BONDS Project (Doral Cultural Arts Center).
 - Continued to monitor the Network and actions taken based on incidents.
- 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 respective departments
 - Met with Tyler support to troubleshoot different case tickets
 - Met with Assistant Director and Help Desk Team to discuss all opened tickets
 - Completed troubleshooted of credit card processing issues
- Application Development- This week:
- Fixed Finance Department SharePoint issue uploading invoices.
 - Fixed Online Payments report for FN.
 - Provided 3 I I training to Building.
 - Fixed Download CRM data program (used in dashboards).
 - Set up Azure AD for GIS staging environment.
 - Set up and tested Energov test environment with GIS settings recommended from Tyler.
 - Set up website page with redirect to Citizen Self Service.
 - Worked on BTR with PZ department.
 - Monitored IAAs for Permit status: they did run and the permits are in the status they were before the auto workflow changed them to the incorrect status..
 - Participated in Energov meetings.
- Database Administrator:
- I.- Updated the Building Internal Dashboard. The connections, queries, and tasks have been updated to populate the metrics from the new data source (Energov).
 - II.- Updated the Public Works External Dashboard. The connections, queries, and tasks have been updated to populate the metrics from the new data source (Energov).
 - III.- Working on the Public Works Internal Dashboard, creating the connections and tasks to populate the metrics from the new legacy system.
 - IV.- Applied Windows Update on the Cluster SQL servers.

Smart City:

- GIS Administration- This week:
- Continue to conduct systems and communicate with vendor and internal Information Tech team.
- Installed GIS enterprise staging environment.
- Updated No Thru Truck web map app to GIS Portal for the smart city.
- Updated City Right of Way web map app to GIS Portal for the smart city.
- Contacted city departments to update GIS maps from GIS portal.
- Updated Traffic Signal web map app to GIS Portal for the smart city.
- Updated Bikeway Network web map app to GIS Portal for the smart city.
- Test GIS enterprise staging environment.
- Meeting with GIS vendor about enterprise.
- Communicated users support.
- Continue to rebuild and test systems.
- Weekly GIS maintenance.

- 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.
- Completed installation of PD substation parking lot cameras, still pending are poles 1 & 3 which have connectivity issues, will continue troubleshooting.

Parks and Recreation

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

Parks staff held Park Ambassador interviews.

Parks Director and Event Staff attended a walk-through at Trump National Doral for the Independence Day event.

Parks Director and Assistant Director met with the Project Management team to discuss lazy river island.

Parks Director and Assistant Director met with the project management team and Aecom to discuss Trails & Tails schedule & phasing.

Parks Director and Assistant Director met with the City Manager's office for the 2nd Budget Meeting.

Parks Director and Assistant Director met with Procurement and the Project Management team to discuss upcoming solicitations related to Doral Central Park.

Parks Director and Assistant Director met with Codina to discuss the 2021 Nutcracker performances.

Silver Club Virtual Bingo Night was held with 22 participants.

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

Events staff held Blacksmith Workshops for Father's Day at Doral Glades Park with 36 participants.

Broncos Cheer Clinics began at Doral Meadow Park with 60 participants.

Adult Basketball League continued spring season games at Doral Legacy Park.

Travel Basketball try-outs were held at Doral Legacy Park.

Men's Health Virtual Seminar was held in partnership with Baptist Health to discuss common health issues affecting men from a urologist's perspective with 25 participants.

Police Department

- Arrests: 21
- Felonies: 7
- Misdemeanors: 8
- Traffic: 3
- Warrants: 3
- DUI: 0

Traffic Citations

- Hazardous Moving Violations: 331
- Non-Hazardous Moving Violations: 281
- Disabled Parking Violations: 1

Civil Citations

- Civil Citations: 5

Notable Arrests & Incidents

Grand Theft

Organized Fraud

Fraudulent Use of Credit Card

Doral Patrol units were summoned to a business located at 8011 NW 14th Street regarding a fraud. Upon arrival, officers met with the business manager who informed officers of an HR employee who had committed a theft. Officers learned that the employee had used the business credit card without authorization to purchase orders and had them delivered to her house for a total of \$2,014.44. The employee also had unauthorized increased her hourly rate, giving herself a total of \$3,252.56 in over payment. The employee 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

Thursday 6/10/2021

- Meeting with South Florida Concrete & LOPEFRA-courtesy meeting.
- Following up and communicating with MDFR-Fire prevention and Investigation regarding the fireworks usage in the balconies of Midtown.
- Followed up on the services offered at Highland Community meeting.

- Meeting with Public Works Henry Martinez, and Valencia property manager regarding garbage bags falling from the roof of vehicles when exiting Valencia 10000 NW 45 St.
- Meeting with the Valencia Assistant Property Manager Mauricio Giraldo 10000 NW 45 Ter. regarding littering and offered our crime prevention programs.
- Follow up Las Vistas 8303 Lake Drive # 303 with Code Enforcement regarding possible Hoarding issue.
- Doral Gardens NW 112th Av & 54 ST. Mark Pinilla requested information on vehicles blocking Emergency Vehicle access.
- Allegro 55 HOA meeting 4750 NW 85 Av NRU discussed Hurricane Readiness, ID theft Prevention, Animal waste pick up and leash law. NRU provide code enforcement information.
- Safecam follow up with Ingrid from Vesta property Management for Summit at Central Park, Highland Neighborhood and Pinnacle at Park Central.
- Follow with Officer Sergio Fernandez on the location of the keypad location and access for the Flatts in City place.

Upcoming H.O.A. Meetings:

- June 17, 2021, Doral Lakes 5001 NW 104 Ave. 7:00 P.M.
- June 22, 2021, Atlantic Doral 10500 NW 74 St. 6:30 P.M.

Office of Emergency Management:

- Attended FEMA training on Integrating Section 406 Mitigation into the Public Assistance Grant Program.
- Continued coordination with County and I.T. Department for upcoming Divisional EOCs and County IT Network Communications Test.
- Continued working on EOC presentation for FFMA.
- Reviewed new FEMA-NIMS Incident Complexity Guide
- Reviewed new FEMA-NIMS Guideline for Resource Management Preparedness
- Created situation reports and shared COVID-19 relevant news with Directors. Information also includes weekly data (new format) provided by the Florida Department of Health (FDOH).
- 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 62,275. (86 additional followers)
- SOCIAL MEDIA HIGHLIGHT: Post engagement on Facebook went up by 33% and post reach increased 69%.
- *TOP POST OF THE WEEK- Post with highest engagement and reach was Spend Local Video promoting Extreme Woodworks business in Doral
- Promoted multiple city events/initiatives including but not limited to: #TBT, Building new hours, freebee extension
- Attended Commission on the Status of Women Advisory Board Meeting
- Coordination Meeting for Diario Las Americas Special Feature
- Completed interviews for Administrative Assistant (Public Affairs) position

- Design/Web Projects – Ongoing Updates to PD page, El Venezolano ad, Planning & Zoning flyer, “Best of Doral” graphics

- Events:

- o Coordination for Fundación Líderes Visit/Meeting
- o Coordination of Press conference for Nicaragua
- o Photo Opportunity for Men’s Health Week

- Videos:

Published – Inside Doral Parks Bond Virtual Tour DMP

Published – Spend Local – AC Hotels

Published – Spend Local – Home to Suites

Public Works

- Attended Departmental 2nd budget meeting with the Finance Department and the City Manager’s Office.
- Performed interviews for Chief of Engineering vacant position.
- Completed the most recent update of the department’s Hurricane Preparedness Plan.

Transportation:

- 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, Maggolo 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. There has been weather delays this week, but construction is scheduled to begin on Friday, June 18th weather permitting.
- Stormwater Division received the official notice from the Florida Department of Environmental Protection (FDEP) of the grant awarded by the 2021 Legislative Session for Stormwater Improvements NW 89th Pl (25-20 St.) & NW 24 (89-25). The process has begun in order to generate the grant agreement for this project to present to the Mayor and City Councilmembers at a later date.
- NW 41 St. (87-79 Ave.) - Last bridge (86th Ave) opened to traffic on Saturday. Contractor working on punch list items, thermoplastic expected to be installed on the last week of this month.
- NW 112 Ave. (25-34 St.) - Contractor is closing out electrical permit and remaining punch list items.
- Attended RFP 2021-11 Design-Build Adaptive Reuse Mandatory Pre-Bid Meeting for firms that provided Letter of Interest.
- Submitted the final LAP Grant reimbursement request in an amount of \$100,000 (total grant amount \$1,000,000) for the Citywide Sidewalks Project Phase I.