



Memorandum

To: Honorable Mayor and City Council

Date: August 28, 2020

From: Albert P. Childress, City Manager

Subject: **Weekly Council Update/August 23 - August 29, 2020**

City Manager's Office

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

- 1) Recap of the weekend
- 2) Survey – Child Care Service
- 3) Testing at City Hall
- 4) Charter Amendments in November
- 5) Zoning Meeting on Wednesday
- 6) Food Distribution on Thursday
- 7) City Council Meeting Agenda Items
- 8) Top of Game

- City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez.
- Deputy City Manager held weekly meeting with Economic Developer, Mr. Manuel Pila.
- City Manager and Deputy City Manager held individual Agenda Review meetings with City Councilmembers, Planning and Zoning Director, Mr. Alexander Adams, and Assistant Director Planning and Zoning, Mr. Javier Gonzalez regarding Local Planning Agency & Zoning Council Meeting on August 26th, 2020.
- Deputy City Manager held weekly meeting with Assistant Planning and Zoning Director, Mr. Javier Gonzalez.
- Deputy City Manager held meeting with Planning and Zoning Director, Mr. Alexander Adams, and Parks Director Erin Weislow regarding special event.
- City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez and Information Technology Assistant Director, Mr. Carlos Olivares.
- Deputy City Manager held weekly meeting with Planning and Zoning Director, Mr. Alexander Adams.
- Deputy City Manager attended Business Tech Webinar along with Mayor Bermudez, Economic Developer Manny Pila and IT Director Gladys Gonzalez and other IT staff.

- City Manager and Deputy City Manager held meeting with City Attorney Figueredo, Councilman Cabrera and Planning and Zoning Director, Mr. Alexander Adams regarding Shelton Academy.
- City Manager and Deputy City Manager along with Mayor Bermudez held meeting with Parks and Recreation Director, Erin Weislow, Assistant Parks and Recreation Director, Mr. Lazaro Quintero and Mr. Neelay Bhatt from Pros Consulting regarding Doral Central Park Business Plan.
- City Manager and Deputy City Manager along with Mayor Bermudez held meeting with Parks and Recreation Director, Erin Weislow, Assistant Parks and Recreation Director, Mr. Lazaro Quintero and Mr. Jack Kardys regarding Parks Operations Review.
- Deputy City Manager held weekly meeting with Parks and Recreation Director, Ms. Erin Weislow.
- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- City Manager and Deputy City Manager attended Virtual Local Planning Agency and Zoning Council Meetings on August 26, 2020.
- City Manager held weekly meeting with Chief of Police, Mr. Hernan Organvidez.
- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- City Manager and Deputy City Manager along with City Attorney Figueredo held meeting with Public Works Director, Mr. Carlos Arroyo and Facilities Manager, Mr. Luis Sanchez regarding Government Center 3rd Party Parapets Analysis.
- Deputy City Manager held weekly meeting with Building Official/Director, Mr. Rene Velazco.
- City Manager held weekly meeting with Human Resources Director, Mr. John Prats.
- City Manager and Deputy City Manager along with 60+ city staff volunteers and Police conducted a Feeding South Florida Food Distribution Event at Doral Central Park for 1000 households.
- City Manager and Deputy City Manager along with City Attorney held meeting with Public Works Director, Mr. Carlos Arroyo, Eugene Collings-Bonfill, Transportation Manager, and Ms. Rita Carbonell regarding Parking Ordinance.
- City Manager along with Mayor Bermudez and City Councilmembers, AECOM and City staff members attended Morgan Levy Park Bond Project Unveiling Photo-Op.
- City Employees participated in the Employee Appreciation BBQ sponsored by Christ Fellowship Church.
- City Manager held Bond Meeting Process regarding Construction Management with City and AECOM staff members.
- City Manager along with City Attorney attended COVID-19 Arm Band zoom meeting with Human Resources Director, Mr. John Prats, Chief of Police, Mr. Hernan Organvidez, Dr.

Gutierrez, Chief of Surgery from Mt. Sinai Medical Center, Dr. Wittels, and Dr. Juan Gonzalez from the University of Miami to discuss the benefits of participating in a trial study for a new COVID-19, non-invasive testing procedure for City employees.

- Departments have been enforcing Miami-Dade County Executive Order 20-20, requiring all persons throughout Miami-Dade County to wear a mask or other face covering when in public. Last week the City issued verbal warnings and handed-out masks to 52 people who were observed in public without masks.

Capital Improvement Project Manager

Doral Cultural Arts Center:

- ITB 2020-21 Contractor recommendation for September Council.
- Ground-breaking on scheduled for late October.
- PMT and Procurement participated on Descoping meeting with all three firms on August 24th.

Morgan Levy:

- Contractor installed construction fences on August 24th and 25th.
- Soft Groundbreaking scheduled for August 28th, 2020.
- PM and Public Affairs met on site for the project Banner installation on August 26th.
- Awaiting Waypoint Signed Contract.

White Course:

- RFP draft in progress.
- Project will be advertised as an RFP by Mid-September.
- A/E is revising drawings, meeting scheduled to address IT comments.
- Notice to Proceed Construction to be issued by October 2020.
- Resubmittal of playground design sent to Parks and Recreation for approval.
- PM is coordinating meeting with IT Department and Consultant to go over comments.

Doral Meadow:

- General construction ongoing.
- Ventilation Fan sent to Parks and Recreation for their approval.
- Storefront for Flex space due on-site mid-September.
- Conference room furniture selected and approved by Parks and Recreation.
- Electronic plumbing fixtures for the restroom selected and approved by Parks and Recreation.
- Exterior paint color selection – pending selection on various samples on walls.
- Fire alarm permit submitted to COD Building Department and MDC.
- Alarm Monitoring Contract routed to Legal Department for review.
- Received Signed Purchase Orders for IT components.
- SCS performed site visit on August 25th.

Doral Central Park:

- City comments for Schematic Design Package due 8/28.
- Design Team is working on skate park/ pump track design.
- Irrigation Concept will perform site visit on August 31st with PM and Parks and Recreation to evaluate the system.
- Final geotechnical report received August 27th.

- PMT, Design Team, P&R and IT participated on ongoing IT coordination on August 21st.
- PMT and P&R participated on the discussion of the Maintenance Building.
- PMT, P&R and Legal Department met with Miami-Dade Elections Department to discuss the parking issues.

Doral Boulevard Pedestrian Bridge:

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

Trail Network:

- Project Design is on-going.
- Bike Lanes – Opportunity to improve awareness at intersection conflict points.
- PMT will meet with Public Works on September 1st to discuss and select the most desirable conflict points (roadway intersections) to be improved.

Lighting of Trails:

- Project Design on-going.

Trails and Tails Park:

- Lighting Improvement Design Documents sent to Park and Recreation and IT Department for approval.
- Coordinated meeting with consultant and Parks and Recreation to go over comments.

Additional Items:

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

Building Department

- Bluebeam users meeting continued throughout the week for training purposes.
 - Director attended regular weekly Bond Meeting regarding Construction Management.
 - Damage Assessment, Field and Report with Mr. J. Seigel at PD
 - Street closing of Paseo Blvd continues.
 - COVID 19: Continue to practice safety measures and continue monitor activities at constructions sites. Testing of employees continues.
 - EnerGov Conversion-Permit Type. Team members continue participating in the implementation process and training for EnerGov and BlueBeam. Review Doral Prof License.
 - Rene Velazco, Director; Paul Madsen, Chief Electrical Inspector; John Berg, Plans Examiner and Alex Garcia, Plans Examiner participated in the City of Doral Food Drive
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- Attended Microsoft Teams Meeting Re: Prison Brewery
 - Director attended regular weekly meeting with DCM.
 - Attended virtual Local Planning Agency meeting
 - Attended Building Department weekly virtual meeting
 - Prof. Licensing and Certification Testing, EnerGov
 - GoToWebinar-Significant Changes to the 7th Ed (2020) FBC, Building I-7, free training
 - Meeting regarding 7801 N.W. 29 Street, Medical Building
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- PHONES: Data available: 569 Inbound call count for week; 3:25m average time per call; 32hr+ total time for week
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- INSPECTIONS: 114 Average Daily Inspections, 568 total Inspections Completed (week)

- PLANS REVIEWS: 323 Plan Reviews (Quantity), 2% Expedite, 7% Walk-Thru, 27% Rework, 64% Drop-off/Electronic
- Average plan review time per plan per trade = 39mins
- LOBBY DATA (DORALQ): 110 Total Building Dept Customers; 22 Lobby Daily Average, 11.6 mins Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 11 mins
- VELARO CHAT PORTAL: 3,062 Total online visitors, 1 total engagements at 3m per call

Code Compliance

- Reviewed required reports with IT to be used with new Energov system.
- Four members of the Code Compliance Department assisted in the city's food give-away at Doral Central Park.
- Director and Assistant Director hand delivered the Keep Doral Beautiful Award plaque to the September winners, Allied Universal Corporation.
- Department submitted yearly accomplishments for the State of the City Address.

Finance

- Accounts Payable: Processed 135 invoices. This week 26 checks were issued for a total of \$40,969.
- Journalized the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).

PROCUREMENT

Cone of Silence Report for the week of 08/26/20
 A total of 35 PO's were created for a total value of \$257,635

CITY OF DORAL PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 08/26/2020

Bid #	Broadcast Date	Due Date	Bid Name	Dept
RFP No. 2020-16	06/05/2020	07/20/2020	Disaster Cost Recovery and Related Grant and Project FN	
Pre-Bid meeting 06/24/2020, 22 firms attended Management Services				
6 Submittals, bids are being evaluated.				

RFP No. 2020-18	06/05/2020	07/17/2020	Insurance and Risk Management Services	FN
Pre-Bid Meeting 06/25/2020, 7 firms attended				
3 Submittals, Award Recommendation made.				

RFP No. 2020-19	06/19/2020	07/21/2020	Deferred Compensation Plan	FN
Pre-Bid Meeting 06/30/2020, 11 firms attended				
6 Submittals, bids are being evaluated.				

ITB No. 2020-21	07/10/2020	08/21/2020	Doral Cultural Arts Center Construction	PW
Pre- Bid Meeting 07/24/2020, 3 firms attended				
3 submittals, bids are being evaluated.				

RFQ No. 2020-22 06/25/2020 08/07/2020 Professional General Engineering and Architectural
PW
Pre-Bid Meeting 07/09/20, 84 firms attended Services
25 Submittals, bid are being evaluated.

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

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

Human Resources

- HR METRICS: Special thanks to the Information Technology Department for developing the new HR Inquiries and Personnel Action Form (PAF) program, which enables us to track detailed metrics pertaining to the number and types of requests made to HR, as well as the number and types of PAFs completed on a daily/weekly basis. This week, HR received a total of 41 employee inquiries and completed 18 PAFs, as follows:

HR Inquiries: 41

- o Employee Orientation 1
- o Family Medical Leave 2
- o Insurance 1
- o Retirement Account 1
- o ID Badges 3
- o Backgrounds 6
- o Resignation Inquiries 5
- o Loans 1
- o Kronos 18
- o Pre-Employment for Police Officer, PSA, and Building Permit Clerk - 3

PAF Tracker: 24

- o Performance Merit Increase 15
- o Temporary service out of rank -1
- o Retirement – 1
- o Address Change 1

- COVID-19 TESTING: In an effort to sustain operational efficiencies and care for the welfare of our workforce, the Human Resources Department continues to work with the City Manager's Office to facilitate weekly onsite COVID-19 testing of essential personnel/first responders at City Hall. On Thursday, August 27, 2020, 30 essential personnel/first responders were tested at City Hall. To date, Human Resources has received and filed 479 COVID-19 test results. The Human Resources Department continues to closely monitor COVID-19 related cases to ensure that proper protocols are met before allowing affected employees to return to work.

- COVID-19 INITIATIVES: On August 28, 2020, the City Manager, City Attorney, Police Chief, and Dr. Pete Gutierrez participated in a 1-hour ZOOM meeting with the Chief of Surgery from Mt. Sinai Medical Center, Dr. Wittels, and Dr. Juan Gonzalez from the University of Miami to

discuss the benefits of participating in a trial study for a new COVID-19, non-invasive testing procedure for City employees.

- MONTHLY NEWSLETTER: Human Resources is currently working on the design for the September monthly newsletter.
- OPEN ENROLLMENT: The 2020 Open enrollment period will run from Monday, August 31, 2020, through Friday, September 11, 2020, at 11:59 p.m.
 - o HR worked with the Communications and Protocol Manager, Ms. Maggie Santos and Mr. Michael Gonzalez, our insurance consultant to produce an informational video to be placed in Employee Navigator that will provide a qualitative informational guide that can be accessed by employees and their families at any time throughout the year.
- WELLNESS: HR is working on the design and logistics of a step challenge for September 2020 and purchased wellness kits for distribution during Open Enrollment in September.
- CURRENT JOB POSTINGS
 - o Part-time Mechanical Plans Inspector (Building Department)
 - o Full-time Structural Plan Examiner (Building Department) – (Posting extended 2 more weeks)
 - o Police Review Specialist (Police Department)
 - o Auto Maintenance Technician (Public Works Department) – (Open Continuous)
 - o Police Officer (Police Department) - (Open Continuous)
- INTERVIEWS: HR participated in the interviews conducted on Tuesday and Wednesday to fill the Administrative Assistant vacancy in the Public Works Department.
- NEW HIRES:
 - o Stephanie Puglia, Planning and Zoning Department, Licensing Clerk – August 24, 2020
 - o Danielle Brooks, Planning and Zoning Department, Administrative Assistant – Sept 8, 2020
 - o Marlon Barreto, Police Department, Police Officers-August 24, 2020
 - o Roylan Cruz, Police Department, Police Officers-August 24, 2020

Information Technology

- Public Safety Accomplishments:
 - Completed FDLE Audit, Compliance was met.
 - Fixed black sim card issue with emails.
 - Completed black sim card deployment.
 - Testing FirstNet sim card on iPad.
 - Applied Microsoft updates to all PD servers.
- Closed 92% of support tickets
- Deployment of new monitors for Energov project (in progress)
- Physical Inventory of IT equipment (in progress)
- Relocation of all monitors in the HR department (in progress)
- Configure and troubleshoot Scan to Folder on Ricoh printers (in progress)
- FY1920 Replacement desktops at CH (in progress)
- Prepare loaner laptops for Bluebeam Training sessions (in progress)
- Setup loaner laptops for Security Awareness Training (in progress)
- Systems Administration.
 - Review and Keep the backups 100% operational.
 - Fixed the SMTP in the HP printer in PD

Weekly change management Team meeting
Meeting to upgrade the Domain controllers with consultant.
Created user, group and Group Policy to run Nessus Scan for Police department
Create DNS entry for Briefcam.
Help the Assist Director to restore a file in the server.
Run Windows Update and restart some pending servers Sunday night.
Weekly Team meeting.
Fixed MS teams problem in PD.
completed Windows Update and restart all pending servers Monday night.
Assist DBA with Energov system.
Assist Helpdesk with Mailbox usage report and instruct the user how to check the status.
Assist the DBA to clean the database cluster.
Added IP in the connection filter in Office 365 to allow the phishing campaign in PD.

- Network Administration

Monitored City's Network and performed actions based on incidents.
Participated in internal and external meetings.
Supported the PD and City Hall Help Desk during network/systems troubleshooting.
Onsite visited the Morgan Levy Park and troubleshot the Fire Alarm Analog Line.
Began Network Design for the PD Real Time Information Center.
Implemented an automatic process to support configuration management on the Network Infrastructure.
Supported the Systems Analyst during the upgrade of the access control system.
Worked with the Data Base Administrator to leverage new monitoring features on servers for the PD.
Worked on faxing compatibility issues at City Hall.
Confectioned a quick guide with instructions for sending faxes.

- Security Manager

Analyzed 33 emails reported by City users
Conducted email security assessment
Addressed issue with Security Awareness emails that were going into quarantine
A panelist for City of Doral Business Tech Webinar

- Assistant IT Director

FLGISA Disaster Recovery Committee Panel Discussion
SMTP Relay Discussion
Dell follow-up on precision workstation support meeting
AD Upgrade meeting
Decommission Next Steps meeting
Business Tech Webinar
Meadow walkthrough with vendor
Lighting controls meeting
Various O365 troubleshooting sessions (Teams, SMTP, Stream, Mailbox size limitations)

- Systems Analyst

IT MUNIS Journal Approval Workflow Update COMPLETED
IT MUNIS User Defined Codes User Attributes Configuration COMPLETED
FN MUNIS Cubes Report DB Refresh/UPDATE COMPLETED
FN MUNIS Menu Configuration Access Modify COMPLETED
IT Tyler FORMS Migration Forms/Reports MUNIS Audit IN PROGRESS
IT CD-PLUS EnerGov User Table Auditing IN PROGRESS
IT Tyler Forms Migration in PROGRESS

IT SoftwareHouse Clearance Groups and Access Configuration IN PROGRESS

IT EnerGov Intelligent Objects Configuration IN PROGRESS

- Operated, supported, and live streamed Virtual LPA & Zoning Meeting
- Created and supported multiple GoToMeetings for Finance Department
- Supervised SCS install various cables for Doral PD servers
- Operated, Supported and live GoToWebinar at the EOC
- Supervised the Cable, AV and furniture installation at the RTIC

• Citywide Projects

2018-2019 BD - DEVELOPMENT SERVICES SOFTWARE

All users are testing and getting training on Professional licenses setups/updating changes of configurations while testing all user processes. IT team continues testing and troubleshooting all IAA and IO missing and will be testing these this week as we wait for Conversion data. We finalized changes to Conversion lookup tables sent by Tyler. We continue to compare list of reports/letters from our inventory of all forms versus standard Energov forms to evaluate process and start in-house generating these when IAA are completed and verified with all departments. We are still creating maps and testing for exempt records requirement.

Project overall is 39% completed

2019-2020 Tyler 311

We are coordinating TYler311 testing for September. We are waiting for API development completion by October. IT team is still waiting for access to the SRSS portal for reporting. .

Project overall is 40% completed

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

We are coordinating users testing plan with training that will start August 31, we have install all documentation and files provided from Bluebeam and users are learning how to use. This week we will meet to address test scripts they can perform during training.

Project overall is 67% completed

2019-2020 MyCivic

We sent PO for MyCivic application and coordinating a configuration training to implement MyCivic starting planning in September.

Project overall is 7% completed

2020-2021 IGinspect and IGenforce applications

Testing with Building department SME and Code SME has been performed waiting new forms and reports development created by Tyler to finalize Unit testing.

Project overall is 40% completed

2020-2021 CSS Citizen Self Service

Configuration and design has been updated, waiting for Tyler upgrade to ensure addresses are properly displayed.

Project overall is 70% completed

2020-2021 Accounts Receivable System

We had August 18 training and now planning implementation plan to start with configurations. Finance is deciding reporting requirements and any forms.

Project overall is 17% complete

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

Council meeting approval was obtained, preparing PO and will start planning week of September.

Project overall is 10% completed

2020-2021 Energov Cashiering Project

Team is deciding forms/reports for Cashiering requirements while entering all GL codes . We are updating Project plan/implementation plan with all requirements and dates for configuration.

Project overall is 7 % completed

- GIS Administration:
Conducted EnerGov.
Meeting with EnerGov.
Tested Route network service on iG inspect.
Investigated GIS property appraiser county data issue with python script, ArcGIS online, SDE, SQL with teams.
Troubleshoot task scheduler.
Upgraded ArcGIS pro.
As per city clerk's dept's request, public record request GIS zoning shapefile.
- Database Administrator:
 - Assist the Code Compliance Officer III to update the Actions Orders table in the database to clean up the process.
 - Working on the Data Conversion Energov Project on: the data lookup document was completed and sent to the Tyler Data Engineer.
 - Working on a New Dashboard for the IT Department, the dashboard will help the IT Security Manager and the Help Desk Supervisor to follow up on the Computers Status for the City Hall and PD domains.
- Application Development:
 - Assisted to GIS configuration.
 - Set up 311 for Covid-19 Food Assistant.
 - Fixed GIS script that update SDE database with Miami Dade GDB.
 - Set up for IO for 5 years improvement value on Energov.
 - Set up IAA for 5 years improvement value on Energov.
 - Tested 5 years improvement value on Energov.
 - Updated store procedure for Exempt records (Permits) on Energov.
 - Investigated and suggested possible solution for CD-Plus email service issue.
 - Assisted PZ and BD with properties.
- Website Projects
- FPL 2 LPR Poles:
Horsepower engineer is back updating plans with requirements for MDC permits requested changes and now waiting for MDC to approve permits of site 26 and 30.
Project is 39 % completed.
- WCCD 37122- New Smart City Certification Project
We are still waiting for review since WCCD lost reviser of workbook and has assign a new person to work with us this week; we should have results by end of month and then we will have meeting for final auditor approval.
Project is 95% completed
- Intersection LPR's & CCTV
- Maintenance and monitoring of License Plate Readers to include field repairs.
- Maintenance and monitoring of Traffic surveillance cameras to include field repairs.
- Continued working with Miami-Dade PW, City of Doral and HP Electrical engineer on the design/permit of Site I, Site 26 ,and Site 30 LPR camera installation.
- Continued installation of Axis 360 degree cameras to replace out dated Trafcam at LPR Sites.
- Assisted IT Technician with the installation of the computer monitors at the HR Dept.

Parks and Recreation

- Held Core Admin Staff meeting
- Meeting with Procurement to discuss drive-in movie

- Staff attended FFEA virtual conference
- Doral Central Park Business Plan meeting with the City Manager's and Mayor's office.
- Meeting to discuss progress at Doral Meadow Park
- Staff worked to prepare the bags for the drive-in movie event
- Staff worked to fill backpacks for back to school drive-thru backpack giveaway event
- Discussed the Department Organizational Assessment by JK Strategies with City Manager's and Mayor's Office.
- Director attended Parks & Police 4 Kids Meeting
- Director attended the weekly South Florida Parks Coalition meeting
- Special Needs Specialist held weekly virtual classes for Doral Special Olympics Group
- Virtual Art After Dark event
- Food Distribution Event at Doral Central Park
- Drive-in Movie event at Doral Central Park
- Back to School- Drive Thru Backpack giveaway

Planning and Zoning

- PZ Director participated in agenda briefings with council members for the Local Planning Agency and Council Zoning Meetings.

Occupational Licensing

17 New BTR/CU licenses approved this week.

5 Temporary Outdoor Dining permits approved this week. (46 total approved permits)

Planning and Zoning

17 Building Permits reviewed this week.

35 Inspections performed this week.

3 New Addresses/Units created in CD-PLUS.

4 Special Event Permits received this week.

1 Zoning Determination Letter received this week.

- PZ Director and staff performed a site visit to inspect Wild Forks monument sign 10015 N.W. 41 ST for compliance with the code.
- PZ Director and Assistant Director participated in a meeting to discuss a new preschool relocation to 3401 N.W. 82 Avenue.
- PZ Director and Assistant Director participated in water demand projection meeting.
- PZ Director participated in Atlas Property Management Services, Inc/ Costa Brava Homeowners Association meeting.
- PZ Director and staff reviewed updated application materials for Midtown Doral.
- PZ Director and Economic Developer participated in a meeting with the Décor District Board.
- PZ Department had an internal meeting to discuss short-term rental process.

Economic Development

- Hosted Business Tech Webinar with Mayor, IT, Public Affairs and panelists from Google, Clarium Managed Services and Miami Dade College.
- Revised draft of Rental and Mortgage Assistance Grant summary.
- Met with DEO director Mike DiNapoli, SBDC @ FIU director Brian Van Hook, In Rem Solutions, Coastal Cloud, WizeHive, and re: business assistance grant and rental assistance grant

support proposals.

- Biweekly meeting with Business Flare re: project presentation review.
- Consultant update meeting with Urban3 to review progress on mapping presentation.
- Met with Miami Dade County Economic Development re: site for manufacturing business seeking 16,000 sq. ft. for possible new business with 150 jobs.
- Met with Doral Bar Association re: invitation to speak at September 30 meeting.
- Scheduled 'Grow with Google' webinar series for September-December. Met with Google and Neo Broadband re: 'Grow with Google' panel discussion.
- Met with Pete de la Torre re: Camacol Doral webinar.

Police Department

Arrests

- Felonies: 6
- Misdemeanors: 5
- Traffic: 2
- Warrants: 3
- DUI: 0

Traffic Citations

- Hazardous Moving Violations: 251
- Non-Hazardous Moving Violations: 293

Notable Arrests & Incidents

Unoccupied Burglary

Grand Theft

Possession of Multiple Identities

Patrol units observed a male loitering in the area of N.W. 85 Avenue and 12 Street in front of the HGREG Automobile Dealership at 2:15 a.m. The aforementioned business was recently burglarized and the subject's presence at that time of the day when the business is closed became a cause for concern to the officer. The officer spoke with the subject and asked him to provide identification. A record check of revealed that the subject was wanted by a Doral Police Department detective regarding a residential burglary where a bicycle valued at over \$15,000 was taken from the garage. The subject was also found to be in possession of multiple identifications belonging to other individuals. He was taken into custody and transported to the station for further investigation. He invoked his Miranda Rights and refused to speak with the officers. He was transported to TGK.

Fugitive Warrant (Out of State)

Patrol units conducted a traffic stop on a vehicle. A record check of the driver revealed that there was an outstanding warrant in his name from the state of Pennsylvania for Credit Card Fraud. The subject was taken into custody and transported to TGK where he awaits extradition back to Pennsylvania.

Notary Public/False/Fraudulent Acknowledgement

Doral Police arrested a man who served as the Notary Public who notarized documents that were used in the furtherance of a mortgage fraud with losses in the amount of \$700,000. This case involved a residence in Doral in which the owners reside in Venezuela. The owners' daughter forged her parents' signature on a power-of-attorney document that was subsequently used to procure three mortgages in the aforementioned amount. The subject notarized the documentation attesting that the owners of the residence were present at the signing of the

document when in reality the owners were in Venezuela. The subject was charged accordingly and transported to TGK.

Public Information Office

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

Neighborhood Resource Unit

Thursday-20

- COVID Tent at Main Station
- COVID Tent at International Mall
- 311 Food Distribution
- Divine Savior school assignment

Friday -21

- COVID Tent at Main Station
- COVID Tent at International Mall
- Divine Savior school assignment

Monday-24

- Doral Isles-Cayman Misuse of public services-13159
- Veranda @ Doral F/U suspicious activity –reported by HOA & Property Manager-Adolfo
- Devine Savior-traffic flow follow up
- Doral Academy Elementary-SRO assignment
- Doral Oaks-Security calling DPD for noise and trespass in pool area
- Wingate-coordinate meeting suspicious behavior in hotel w/DR100
- Doral Isles-Cayman case 13159 follow up on misuse of public services calling DPD on family
- COVID Tent at Main Station
- COVID Tent at International Mall
- Divine Savior school assignment
- Downtown Doral Charter Elementary school assignment
- Downtown Doral Charter Middle/Upper School assignment
- Doral Academy Elementary school assignment

Tuesday-25

- Pinecrest-business contact logistics for DMV
- Baptist Urgent care building-hospital contact
- Divieto-business contact –heroes food support
- Doral Isles-Cayman-case 13159 f/u on calls
- Quality Inn/Wingate-hotel watch meeting –incidents at hotels
- COVID Tent at Main Station

- COVID Tent at International Mall
- Divine Savior school assignment
- Downtown Doral Charter Elementary school assignment
- Downtown Doral Charter Middle/Upper School assignment
- Doral Academy Elementary school assignment
- Feeding South Florida meal delivery @ UHealth Jackson Urgent Care

Wednesday-26

- RB Cycle-bike unit repair shop contact
- Publix-grocery drive business
- Doral Gardens-resident contact
- Doral West-resident contact
- Landmark-f/u on speeding and traffic signs
- Windsor-f/u on dpd case 13159
- Windsor-theft of Amazon packages
- COVID Tent at Main Station
- COVID Tent at International Mall
- Divine Savior school assignment
- Downtown Doral Charter Elementary school assignment
- Downtown Doral Charter Middle/Upper School assignment
- Doral Academy Elementary school assignment

Office of Emergency Management

- Thursday, August 20, attended N.W.S Miami webinar in reference to Tropical Storm Laura as South Florida was on the cone of concern.
- Friday, August 21, attended N.W.S Miami webinar in reference to Tropical Storm Laura and attended Miami-Dade County EOC Municipal Branch Conference Call.
- Saturday, August 22, attended N.W.S Miami webinar on TS Laura and County EOC Municipal Branch Conference Call.
- Sunday, August 23, attended N.W.S Miami webinar on TS Laura.
- Monday, August 24, distributed rapid assessment information provided by County EOC for ARM360 to departments involved, and reported “no damage” status to County.
- Posted information on social media platform regarding TS Laura probability of localized flooding, and sandbags availability at two Doral parks in case the area was affected by heavy rain.
- Tested new webcams and headset at Doral Divisional for virtual capacity.
- Followed-up with EOC assigned personnel on new NIMS Training curriculum. New training also includes personnel assigned to Miami-Dade County EOC.
- Attended FEMA webinar on overview of the NOFO for the Building Resilient Infrastructure and Communities (BRIC) and Flood Mitigation Assistance (FMA) grant programs.
- Attended FEMA webinar on Effective ACCESSIBLE Communications.

- Created daily reports on Doral COVID-19 cases number information with data provided by the Florida Department of Health, and shared COVID-19 and other information with Directors. New data includes daily number of positive cases in Doral.
- Sent additional requests to Florida DOH asking for adjusted COVID-19 Doral cases for the month of August 2020.
- Distributed Miami-Dade County daily COVID-19 Dashboard.
- Continued efforts in acquiring PPE.
- Continue providing daily Situational Awareness reports to City Directors.
- Continued outreach on COVID-19 prevention and mitigation on website and social media platforms including information provided by the CDC, the Florida Department of Health, Miami-Dade County Fire Rescue, and the City's Public Affairs Office. Information also included testing sites.
- Assisted PW in their APWA accreditation efforts related to Emergency Management.

Public Works

- ITB 2020-08 "Stormwater Improvement at N.W. 114 Ave & N.W. 50 Street": Phase I along N.W. 114th Avenue between N.W. 50th Street and N.W. 58th Street was completed by Saturday, August 14th with final lift of asphalt. The Contractor has moved to Phase II along N.W. 50th Street between N.W. 114th Avenue and N.W. 112th Avenue and have closed the roadway to begin drainage installation next week. Construction along Phase II continues. Drainage installation is scheduled to be completed by Saturday, September 4th.
- Progress Meeting was scheduled on Tuesday, August 25th for ITB 2020-08 "Stormwater Improvement at N.W. 114 Ave & N.W. 50 St".
- ITB 2019-36 "Canal Bank Stabilization Project Year 7": ENCO, LLC is completing the stabilized launching area requested by Miami-Dade County Road & Bridges Division in order to close out this project. The Geo-Cell Web Stabilization is complete for all segments of the project. Final Walkthrough with DRER will be scheduled next week.
- Created a Google Pro map with the inventory of light pole banners that are currently in display: Patriotic and Veteran's banners. Currently assisting Planning & Zoning with their request for installation of new banners at the Doral Deco Design District
- Activated ChargePoint electrical vehicle charging stations at the Doral Police Training & Community Center. Both Stations are now open to the public to charge for free

Transportation:

- Submitted the Corrective Action Plan to the Florida Department of Transportation (FDOT) on the City of Doral Triennial Assessment Report.
- N.W. 82 Ave. Roadway Construction between N.W. 27 St. and N.W. 33 St. (8/27) FPL accepted as built submitted and energized the circuit to provide lighting on 82nd avenue.
- N.W. 74 St. Traffic Signals at N.W. 97 Ave. and at N.W. 102 Ave. (8/27) Contractor continues to work towards substantial completion of September 5th. Contractor is performing thermo-stripping at both intersections. Contractor has been granted a 30day non-compensable time extension for project closeout to October 5th, 2020.

- Citywide Sidewalk Improvements. (8/27) Contractor has mobilized to N.W. 19th Street and commence construction activities. Contractor has installed all remaining curbing and performed restoration in median areas.
- N.W. 41 St. Roadway Construction between N.W. 87 Ave. and N.W. 79 Ave. (8/27) Contractor is completed with base material on N.W. 41 Street from 79th to 82nd avenue. Cross drains have inspected, and the road slopes have been verified using the string line method. Asphalt pavement activities will commence on Friday evening at 7PM.
- N.W. 112 Ave. (25 - 34 St.) Roadway Construction Improvements. (8/27) Contractor is strictly working at night to complete N.W. 27th Street and 112th avenue from 25th to 27th Street. Currently 95% of drainage scope is completed on N.W. 27th Street. Contractor has been road restoration on 27th Street from 109th to 112th avenue. Contractor 2nd pipe crew on 112th avenue has installed 4 drainage structures and 235LF of 24" French Drainpipe. Structures S2 and S3 are currently delayed due to existing utility conflicts where the contractor has submitted Requests for Information (RFI's) to the City.