



Memorandum

To: Honorable Mayor and City Council

Date: November 10, 2020

From: Albert P. Childress, City Manager

Subject: **Weekly Council Update/November 1 - November 07, 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) Elections
- 3) Briefing for new elected official
- 4) COVID-19 Employee Testing
- 5) Employee of the year - Christmas Party
- 6) Miami-Dade Curfew - Update Orders
- 7) Grants Program
- 8) 1% for the Police Officers
- 9) Farm Share - November 10th
- 10) Veteran's Day November 11th

- City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez.
- Deputy City Manager held weekly meeting with Economic Developer, Mr. Manuel Pila.
- Deputy City Manager held Park Bond September Budget Cost Report meeting with Finance department staff and AECOM staff.
- Deputy City Manager held weekly meeting with Planning & Zoning Director, Mr. Alexander Adams.
- Deputy City Manager held TSG/City of Doral Kickoff meeting with Parks and Recreation Director, Ms. Erin Weislow, Recreation Marketing & Sponsorship Coordinator, Ms. Ashley Barcena, Mr. Ross Kennerly, Mr. Simon Hawkins, Mr. Josh Law, Mr. Kyle Canter and Mr. Aaron Caputo from The Superlative Group, Inc.
- City Manager and Deputy City Manager along with Parks and Recreation Director, Ms. Erin Weislow held meeting with Ms. Anai Cuadra, Assistant Professor of Clinical Pediatrics and Ms. Luz Agudelo from University of Miami regarding Parent Club, a Children's Trust program.
- City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez and Information Technology Assistant Director, Mr. Carlos Olivares.
- Deputy City Manager held staff meeting with Building Official/Director, Mr. Rene Velazco and

Assistant Building Director Jane Decker.

- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- City Manager held weekly meeting with Chief of Police, Mr. Hernan Organvidez
- City Manager held weekly meeting with Human Resources Director, Mr. John Prats.
- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- City Manager and Deputy City Manager attended Virtual FCCMA 2020 Fall Symposium: Ethical Decision-Making in the Face of COVID-19 from Florida League of Cities.
- Deputy City Manager held weekly meeting with Assistant Planning & Zoning Director, Mr. Javier Gonzalez.
- City Manager held weekly meeting with Communications Director, Ms. Maggie Santos.
- City Manager and Deputy City Manager held Bond Meeting Process regarding Construction Management with City and AECOM staff members.
- Deputy City Manager held weekly meeting with Parks and Recreation Director, Ms. Erin Weislow.
- City Manager and Deputy City Manager held meeting with department directors regarding Tropical Storm Eta.
- Deputy City Manager coordinated departments to support the start of a free COVID mobile testing site the week of October 12th for Dade County residents in partnership with Miami Dade County Fire at Morgan Levy Park in the parking lot. Testing takes place from noon to 8 pm on Tuesdays, Thursdays and Saturdays. Last week, 497 tests were administered, for a total to date of 1,831 since the start of the program.
- Departments have been enforcing Miami-Dade County Executive Order 20-20, requiring all persons throughout Miami-Dade County to wear a mask or other face covering when in public. Last week the City issued verbal warnings and handed out masks to 50 people who were observed in public without masks.
- In preparation for tropical storm ETA threatening South Florida, the City provided approximately 3,000 sandbags from sites in Downtown Doral Park and Doral Central Park.

Capital Improvement Project Manager

Doral Cultural Arts Center:

- Contract returned from KVC and was routed to the Legal Department for their review.
- Drawings are in permitting review.
- Ground-Breaking Ceremony to be announced.
- PMT is coordinating Park Fencing in time for the Nutcracker event.
- PMT coordinated meeting with DERM and the Design Team to discuss Tree Permits.

Morgan Levy:

- General Construction is on-going:
 - All four BBQ grills removed. The area was graded, and silt fenced.
 - Formwork for BBQ paved areas and the main building expansion is in progress.
 - Contractor broke a water line on November 4th and the repair was completed around 6:00 pm.
- Received approved POs for IT Components.
- Received Compaction Testing for the slab on ground on November 4th.
- PMT and Parks and Recreation performed weekly site visit to check the progress of the construction.

White Course:

- Drawings are in permitting review.
- RFP No. 2020-25 Addendum No. I was sent to bidders on November 5th.
- Bids are due November 12th.

Doral Meadow:

- Consultant is working on the Pergola foundations.
- Pergola installation on scheduled for December 12th.
- IT equipment is being installed by the IT consultants.
- PMT performed partial walk through punch list on November 2nd.

Doral Central Park:

- City is reviewing Design Development Package for Phase I, II and III.
- Received IT and PW Departments comments to the DD package.
- Meeting to discuss FFE Matrix Responsibility with P&R, A/E, CMR and PMT was held on November 4th.
- PMT and A/E met to discuss the coordination of the tree's removal prior to meeting with DERM on November 9th.
- PMT, A/E and CMR participated on weekly meeting for the status of the project.
- PMT and Consultants weekly meeting with the IT Department is on-going.

Doral Boulevard Pedestrian Bridge:

- Awaiting final approval from State.
- Final complete RFP package was submitted to FDOT State on November 5th.
- RFP to be advertised on November.

Trail Network:

- Project Design is on-going.
- Sharrows Interlocal agreement submitted to MDC is on-going.
- PMT participated on the discussion of the scope of work with the consultant on November 2nd.
- Received design fee proposal from the consultant on November 5th.

Lighting of Trails:

- Project Design on-going.
- Consultant updated Lighting report with correct bollard cut sheets.

Trails and Tails Park:

- Drawings were submitted as dry run permit on November 4th.
- ITB draft is in process. ITB to be advertised on November.

Additional Items:

- The PMT participated in weekly meeting for the coordination/status of projects.
- Weekly Bond Meeting Process and Construction Management.
- PMT held September Budget Cost Report meeting with CM office and Finance Department.

Building Department

- Director and Assistant Director attended weekly meeting with Deputy City Manager.
- Projects meetings/discussions this week: Las Brisas Site Visit, Codina Downtown Doral Tower #3 and Parking Garage, Ocean Mazda, Divine Savior,
- Building Department staff continued to get tested for Covid-19.
- EnerGov project team continues local unit testing; Assistant Director worked with PZ to finalize/refine fee inputs, fee templates, and workflows.
- PHONES: Data available: 514 Inbound call count for week; 3:00m ave time per call; 29hr+ total time for week
- INSPECTIONS: 116 Average Daily Inspections, 582 total Inspections Completed (week)
- PLANS REVIEWS: 373 Plan Reviews (Quantity), 2% Expedite, 5% Walk-Thru, 36% Rework, 60% Drop-off/Electronic
- Average plan review time per plan per trade = 29 mins
- LOBBY DATA (DORALQ): 91 Total Building Dept Customers; 18 Lobby Daily Average, 8.6 mins Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 9 mins

Code Compliance

- Department conducted election day detail to insure constant presence and enforcement of election signs at all polling sites within city limits until 7pm.
- Director and Assistant Director attended on-site meeting along with Building Department personnel and residents from Las Brisas community to discuss and clarify ongoing camera permit concern.
- Field Supervisor held a Special Magistrate Process training tailored towards our newest officers to insure they are ready when they begin bringing cases to hearings.

Finance

- Accounts Payable: Processed 172 invoices; 82 checks were issued for a total of \$1,212,328.
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Continue working with the City's external auditors for the preparation of the Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ending September 30, 2020.

PROCUREMENT

1. Below Cone of Silence Report for the week of 11/5/2020
2. A total of 55 PO's were created for a total value of \$1,698,511.

PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 11/5/2020

- Solicitation No. and Title: RFQ No. 2020-22 - Professional General Engineering and Architectural Services
Dept: Public Works
Broadcast Date: 06/25/2020
Due Date/ Bid Opening Date: 08/07/2020
Status: Award Recommendation made - Bid Protest Denied.
- Solicitation No. and Title: RFP No. 2020-26 – Investment Management Services
Dept: Finance
Broadcast Date: 09/08/2020
Due Date/ Bid Opening Date: 10/29/2020
Status: 4 Submittals received; bids are being reviewed.
- Solicitation No. and Title: RFP No. 2020-28 - Collision Repair and Body Work Services
Dept: Police/ Public Works
Broadcast Date: 08/28/2020
Due Date/ Bid Opening Date: 09/29/2020
Status: 2 Submittals received; bids are being reviewed.
- Solicitation No. and Title: RFP No. 2020-25 - Construction of White Course Park
Dept: Public Works
Broadcast Date: 10/09/2020
Due Date/ Bid Opening Date: 11/12/2020
Status: 36 firms attended the pre-bid meeting.
- Solicitation No. and Title: RFP No. 2020-29 - Competitive and Travel Youth Baseball Program Management
Dept: Parks and Recreation
Broadcast Date: 10/14/2020
Due Date/ Bid Opening Date: 11/13/2020
Status: 4 firms attended the pre-bid meeting.
- Solicitation No. and Title: RFP No. 2020-30 - Design Build Doral Gateway Signs
Dept: Public Works
Broadcast Date: 11/05/2020
Due Date/ Bid Opening Date: 12/08/2020
Status: Pre-bid meeting scheduled on 11/18/2020

Human Resources

COVID-19 Testing for Doral Residents

- COVID-19 testing for City of Doral residents began on September 14, 2020, and is programmed to run through December 4, 2020, as a drive-thru service at the Police Training Center on 97th Avenue. As of October 16, 2020, 940 City of Doral residents have been tested. The testing is being conducted from 9 a.m. to 1 p.m. on Mondays, Wednesdays, and Fridays. Seventy (70) appointments are made available each day via a link provided by Biotech Clinical Laboratory, which residents access through the City's website. The City does not see the

information and does not retain any information entered by residents through the Biotech link.

COVID-19 Testing for City Employees:

- In an effort to sustain operational efficiencies and care for the welfare of our workforce, the Human Resources Department continues to work with the City Manager's Office to facilitate weekly onsite COVID-19 testing of essential personnel/first responders at City Hall. On Thursday, November 5, 2020, (75) essential personnel/first responders were tested at City Hall. To date, Human Resources has received 1,045 COVID-19 test results. To date, 642 tests have been administered at City Hall. The Human Resources Department continues to closely monitor COVID-19 related cases to ensure that proper protocols are met before allowing affected employees to return to work.

COVID-19 Testing for Police Officers on the Midnight Shift:

- In an effort to ensure that no first responder is left behind, the Human Resources Department was able to coordinate COVID-19 Testing on Wednesday and Thursday, October 28 and 29 at the Police Department. 29 Police Officers on the midnight shift were tested. The testing will be conducted once per month at the Police Department from 9 p.m. to midnight to mitigate the spread of the virus. The next scheduled test is tentatively scheduled for November 18 and 19, 2020.

CURRENT JOB POSTINGS

JOB TITLE POSTING DATE CLOSING DATE

Police Officer

6/13/18 Open Continuous

Auto Maintenance Technician

09/27/19 Open Continuous

Building Inspector 10/25/2020 11/09/2020

Executive Intern 10/25/2020 11/09/2020

Mechanical Inspector/

Plans Examiner 08/15/20 Open Continuous

Structural Plans Examiner 08/15/2020 Open Continuous

Plans Reviewer 10/19/2020 11/11/2020

Special Projects

- Executive Internship Program: HR posted the internship on the City's job opportunity website and will remain open through November 9, 2020. HR continues working with local universities to promote the City of Doral's Executive Internship Program. Five (5) Interns will be selected to work with the Mayor and Councilmembers. The 12-week program is aimed at college level students that are currently enrolled in an accredited university with a GPA of 3.0 or higher. Students will earn \$15 per hour and work 15 hours per week. This amazing opportunity will provide students with practical hands-on knowledge and experience in dealing with the many aspects and complex relationships that are essential in producing and implementing a multitude of diverse community services. The posting is been made available through the university's Hand Shake portal.

- Information Technology Internship Program: HR is working with local universities to identify Information Technology students interested in being part of a non-paid internship program with the City's IT Department. Students will gain experience in government and learn how to deliver IT Help Desk services. 3 applicants are currently under review.

- As a City of Doral initiative to support the troops and show our appreciation for their

unwavering bravery, City employees enthusiastically took part in donating candy and dental care products (toothbrushes, dental floss, or toothpaste) for a Give-Back Collection to our troops. Many thanks to all that participated and made significant donations. Special thanks to our Police Department for assisting in delivering the donations to Southern Command on Friday, November 6, 2020.

New Employees – Week of October 12, 2020

Camilo Lopez, Planner - Planning & Zoning Department. Start date Nov 2, 2020.

Robert Vilera, Assistant Park Manager. Start date November 4, 2020

Mercedes De La O, Administrative Assistant, Planning and Zoning. Start date November 2, 2020.

2 new Park Ambassadors starting to work – week of November 2, 2020

Christina Cardentey (Park Ranger) - Start date is 11/18/2020

Promotions

- Robert Vilera from Park Ambassador to Assistant Park Manager
- Manuel Ravelo from Laborer I to Facility Maintenance Technician in the Public Works

6 applicants in the police background process:

1 Park Rangers

1 Police review specialist

4 Police Officers

Interviews:

HR participated in interviews for Accounting Clerk for Public Works Department.

Information Technology

- Public Safety Support - This week, the IT Department moved dispatch back to their location. Along with the move, we set up the TV's in dispatch to show the city cameras along with the AVL solution. Our Core system from One Solution was upgraded to version 20.3. With that upgrade the Baker Act and Marchman Act was also updated. The IT supervisor attended a stress management class. PD servers were updated with Microsoft latest updates.
- Network Administration-This week, monitored the network and performed actions based on incidents:
 - Fixed Phones' issue that affected the PD Department.
 - Supported the Security Manager on recovering management access to some servers.
 - Troubleshoot with the Service Provider due to Service Disruptions at Doral Trails and Tails Park, at the PD Training Facility, and at Doral Morgan Levy Park.
 - Re-routed Network Traffic at PD and upgraded the Uplink Bandwidth at the PD-EOC department to 20 Gbps.
 - Installed and configured 1 Core Switch and 3 Access switches at PD for the RTOC department, including Multicast features and high Bandwidth Uplinks (20 & 10 Gbps).
 - Designed Wi-Fi and Data/Voice locations for Doral Central Park (Package 4).
 - Supported the PD helpdesk during the relocation of the Dispatch Department (Including a Computer that links with MDC and FDLE Networks).
 - Supported the System Analyst and the Security Manager during the integration of the email

Filtering to City Hall users.

- Provisioned the Network for new desk locations for users from the PD Motors Department.
- Supported the AV Tech on Wi-Fi troubleshooting at the PD Training Center.

• Security Manager

This week, over 36 emails were reported by City users and were analyzed for malicious intent. Also, continued to work on the City's vulnerability assessment. Coordinated with the Sr. Systems Analyst and the third-party vendor to implement spam filter. Finally, renewed a network certification.

• Help Desk Support- This week:

- Resolved 91% of support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events.
- Ran fuel transactions and authorized users reports for PW Crowe Audit.
- Installation and setup of IT equipment at Doral Meadows Park
- SIM card replacement for CH iPads as part of our migration to a different carrier network.
- Replaced Finance Cashier computer and installation a setup of all cashiering software.
- Reconciliation of physical inventory of IT equipment.
- In addition, we continue to work on projects; FY1920 Replacement desktops at CH, access control at Legacy Park, and Configuring and troubleshooting Scan to Folder on Ricoh printers.

• System Analyst - This week, Performed MUNIS TEST and TRAIN DB refresh. In addition, end of fiscal year activities include DB backups and access restriction/enable.

- Worked on the resolution of Tyler CASHIER PROD Report.
- CD-PLUS Search Parameters Main Module Error Resolved
- Working on various items with Energov; IO's and IAAs TESTING Revisions; CSS TEST Issues; CASHIERING Implementation, FEE-Charge Code Mapping and Intelligent Objects Configuration.

• Systems Administration. This Week:

Review and Keep the backups 100% operational.

Create a message trace for our Project manager.

Meeting with Nutanix and Watch the webinar.

Assist DBA to access Server in PD.

Finished the server windows update for October 2020.

Expand disk for Door Server

Assist Helpdesk with Global address list update and Distribution list permission.

Install new server for PD Crime View.

Delete Virtual machine that was not in use.

• Audio/Visual Technicians - This week:

- Setup/supported multiple GoToMeetings/ interviews for FN, PW, and CM office.
- Provided AV support for Planning & Zoning Business Orientations.
- Supervised AV system repair at Police Training Center and lighting integration for council chambers.
- Continued to supervise and troubleshoot installations of RTOC AV system.
- Continued to design camera and AV system for bond projects.
- Hosted grow with google webinar for economic development.

• GIS Administration- This week:

- Continue to conduct and to test CSS, EnerGov, Tyler311 and communicate with EnerGov and internal team.
- Tested with building, planning/zoning and code staff GeoRules (EnerGov).

- Building staff requested to add more permit types to intelligent object under EnerGov.
- Weekly meeting with EnerGov internal staff.
- Outreached to Miami Dade staff about addressing data.
- Built geocoding and republished from ArcGIS Pro for Tyler311.
- Outreached ESRI staff about enterprise architecture.
- Application Development- This week:
 - Worked setting up IIS for Tyler integration with Munis.
 - Tested Energov record exemption.
 - Updated Tyler 311/ Mobile 311 integration to submit task resolution comment.
 - Helped Tyler team Investigating task issue.
 - Set up and tested external task integration of Tyler 311 in train environment.
 - Participated in various Energov meetings.
- Database Administration: This week:
 - Participated in Energov Weekly Testing Status Meeting.
 - Assisted the System Analyst in running backups for the Financial Department Databases.
 - Refreshed the Internal and External Dashboards as usual at the beginning of each month, running the manual processes that together with the automated ones populate the graphs.
 - Applied Windows Update on SQL servers.
 - Completed the changes requested by the HR Director for the Public Safety Internal Dashboard and published in Production.
 - Working on the changes requested by the HR Director for the HR Internal Dashboard.
- The new Development Services Software (WeB – We Build Doral!) will solve challenges like communication across electronic records, the ability to audit and track performance, consistency in data entry, compliance with statutory requirements and most importantly, outward-facing citizen engagement that is easy-to-use and intuitive.
- Development Services Software (WeB – We Build Doral!)

Projected Go-Live Date: 2021

• 2018-2019 BD - DEVELOPMENT SERVICES SOFTWARE

We are working on email notifications to resolve issues of IAA and IO triggers. We are working unit testing and new workflows added for department this week. We still need to learn how will reconciliation of payment with Cashiering and Munis process occur. Due to Tyler shut down, all upgrades/issues and new enhancements for Tyler311 are behind schedule and Tyler cannot give a date for first conversion pass. This affects our ability to test record documents with automation that we have configured. We are waiting on Tyler to resolve issues of IAA and IO triggers. We are waiting on P/Z to complete testing to start with full system testing.

Project overall is 44% completed

• 2019-2020 Tyler 311

We are working with the standard Integration interface for sending data across software's. We had call and they informed the release will be available for Nov 20 and then we can test interfaces therefore we are waiting Tyler resolutions of issues to complete full testing. We continue testing with users/SME and planning implementation of Tyler311 environment this month while waiting for Tyler modifications for data fields require for the transfer of data to the PW Mobile 311.

Project overall is 61% completed

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

We are still testing recommendation from Tyler for markups plus finalizing test this week. We are supporting/troubleshooting users which are using Bluebeam currently. We had an explanation of how to ensure markup are showing in Energov and how to proceed within the reviewing stage.

Project overall is 99% completed

• 2019-2020 MyCivic

Team is working on launching requirements. We continue Updating from PA, PW and Code to

improve configuration. We are planning all activities this month for the implementation requirements of City of Doral mobile app. SME have given some recommendations which are being put in place, we are meeting weekly to review system features while waiting completion of Tyler311.

Project overall is 67% completed

- 2020-2021 IGinspect and IGenforce applications

We continue testing with the Building department SME and Code SME as the permits move from the Energov Core solution to the IG mobile applications and backwards with updates. Issues with timing of response has been informed, we are waiting new forms and reports development created by Tyler to finalize Unit testing.

Project overall is 57% completed

- 2020-2021 CSS Citizen Self Service

We continue testing and modifying system with help of Tyler consultant. We are expecting from our First Stakeholder results from their testing of the CSS Screens and Navigation.

Project overall is 79% completed

- 2020-2021 Accounts Receivable System

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

Project overall is 47% complete

- 2019-2020 Energov Integration to Laserfiche (Document Retention Software) Project Meeting on budget for PO was coordinated and now preparing PO and will start planning this month.

Project overall is 10% completed

- 2020-2021 Energov Cashiering Project

We continue performing system configuration to see what forms/reports for Cashiering requirements will be required while entering all GL codes . We are updating Project plan/implementation plan with all requirements and dates for configuration.

Project overall is 27 % completed

- Smart City projects are underway:
- FPL 2 LPR Poles:

Horsepower informed they continue waiting for MDC to approve permits of site 26 and 30. Project is 43 % completed.

- WCCD 37122- New Smart City Certification Project

We had a call this week and answer some questions to new reviser to complete work with us; we should have results this month and then we will have meeting for final auditor approval.

Project is 95% completed

- HRIS New System Project

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

Project is 7% completed

- Upgrade Facility Dude Project

Meeting with Finance and PW to review needed funding and reason for upgrade . Analysis of benefits versus project amount increase for annual maintenance is being evaluated. PO is on hold until decision then we can prepared to start planning mode for the new upgrade for Public Works system including: Asset Essentials Professional, Facilities/Physical Plant Module, Storm Water Module and Parks, Recreation and Forestry Module

Project is 9% completed

- WCCD 37120- Yearly Smart City Certification Project

Requested all information from external companies this week and will start entering data for

Governance Indicator.

Project is 7% completed

- Intersection Technology System Support- This week, performed maintenance and monitoring of License Plate Readers and traffic surveillance cameras to include field repairs.
- Continued working with Miami Dade PW, City of Doral and HP Electrical engineer on the design/permit of Site I, Site 26 and Site 30 LPR camera installation.
- Continued with the installation/setup of all IT rack related equipment at Meadows Park.
- Setup and tested 360-degree cameras for Meadows Park office/rec. center building.
- Updated all LPR site computers to the latest version of Windows 10.

Parks and Recreation

- New Park Ambassadors began this week at the parks.
- Parks Director and Events team met to discuss final details for the Veteran's Day Ceremony next week.
- Parks Director, Sponsorship Coordinator and Deputy City Manager met with The Superlative Group to kick off the Sponsorship Valuation and Naming Rights project for City Park Facilities, programs and events.
- Parks Director and City Manager's office met with University of Miami Parent Club to learn more about their program and a possible future partnership with the City.
- Parks Director and Events team met with Public Affairs and other city staff to discuss the upcoming Manolo Valdes Art Exhibit.
- Morgan Levy Park was used as an election polling location for the Election on Tuesday, November 3rd.
- Halloween Themed Drive-in Movie was held on Friday, October 30th with 150 cars in attendance.
- New Landscaping was added to Veteran's Park to enhance park facility and in preparation for the upcoming Veteran's Day Ceremony.

Planning and Zoning

- This week the Planning and Zoning Department welcomed 2 new staff members, Mercedes De La O- Administrative Assistant and Camilo Lopez- City Planner. Staff continues to work on EnerGov workflows, fee schedules, and testing. The Licensing Division will begin the annual BTR renewal notice mailing for the 2020-2021 Business Tax Receipt Renewals. (The 2019-2020 licensing period was extended to December 31, 2020 by City Council.)

Occupational Licensing

- 84 Business Tax Receipt renewals for FY 2021 have been processed this week.
- 14 Business Tax Receipts for new businesses have been processed this week.
- 0 new Temporary Outdoor Dining Permits (52 Temporary Outdoor Dining permits issued to date).

Planning and Zoning

- New addresses issued: 5
- Building Permits reviewed: 33
- Planning Inspections conducted: 32
- Planning and Zoning Director participated in weekly bond meeting for the city parks.

Economic Development

- Administered implementation of Doral CARES Grant application process and assisted evaluation committee and applicants, reviewed applications, and maintained daily contact with IAF Consulting.
- Participated in third 'Grow with Google' webinar on November 5th.
- Released PTSA Grant Program to 15 Doral schools and invited principals and PTSA board members to a virtual pre-application workshop on November 6th.
- Promoted and participated in pre-event logistics for CAMACOL Doral's third business webinar.

Police Department

Arrests

- Felonies: 5
- Misdemeanors: 11
- Traffic: 2
- Warrants: 2
- DUI: 3

Traffic Citations

- Hazardous Moving Violations: 253
- Non-Hazardous Moving Violations: 322

Notable Arrests & Incidents

Grand Theft

Doral Police arrested a man who stole a Rolex watch valued at over \$30,000. The subject was at the Trump National Doral Resort when he observed the victim take the watch off his wrist and place it in his golf bag. The victim proceeded to go to his room and the subject followed him. The subject then returned to the area where the golf bag was located and removed the watch. Surveillance video captured as the subject walked away with something in his hand and went to his vehicle and left the premises. After identifying the owner of the vehicle and verifying that it was the same person who was captured on video walking away from the golf bag, detectives contacted him. The subject expressed remorse for taking the watch and advised the detective that he would mail it to him. The detective advised the subject that he would have to come to the police station. Upon responding to the station, the subject waived his Miranda Rights and agreed to speak with the detective. He advised that he had in fact stolen the watch and sold it for \$17,000. The subject was charged accordingly and transported to TGK.

Armed Burglary

Aggravated Assault with a Firearm

Custody Interference by Parent

Theft

The subject (ex-boyfriend) and the victim (ex-girlfriend) were involved in a romantic relationship and have three children in common. On the day of the incident the subject came to the victim's residence to drop off something for one of the children. Once at the house the subject proceeded to enter the residence without the victim's permission and go to the daughter's bedroom where he packed some of her clothes and advised the victim that he was taking the daughter with him. The victim advised the subject that he did not have visitation rights on that day and could not take the child with him. The subject exited the residence carrying the child

with the victim following him telling him he could not take the child. The subject responded by producing a firearm from his waistband and pointing it at the victim. The subject got in the car with the child and drove away. At this point the sirens of the police vehicles who had been summoned could be heard in the distance. The subject returned to the victim's residence and handed the child back to the victim through the driver's side window. The subject fled the scene before police arrived. Detectives contacted him about two weeks later and the subject agreed to come to the station. Once he was at the station, he invoked his Miranda Rights and refused to answer any questions. He was arrested 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-29

- Doral Trump-presidential detail
- Doral Park Country Club-property manager
- Las Vistas HOA-SafeCam

Friday-30

- Publix Commons-business Dr 311
- Doral Chase-Dr311 delivery
- Doral Oaks-Dr 311 delivery
- Doral Gardens-Dr 311
- Doral Place-Dr 311
- Modern Doral 75-rehomng dog to DPD
- Marriot Vacation Villas-pink car
- Walmart-Food drive Thanksgiving

Saturday-31

- South COM-trunk Halloween event
- Chic Fil A- meet w/Alex traffic flow onto NW 107 Ave
- Divieto-towing issue in neighboring properties
- Marriott Vacation Villas 201031018906

Monday-2

- Stats/businesses closed over the weekend due to Covid 19/met w/Sgt. De La Paz
- SFC meeting business
- Wells Fargo-SafeCam
- Chase-SafeCam

- Doral Park Country Club-f/u SafeCam with property manager
- Walmart-thanksgiving food drive
- Math & Science-school contact
- Marriott Vacation villas case 18906 and pink car

Tuesday-3

- Walmart process/logistics/application/for food drive
- Polls patrol and check Doral Central Park
- Met with Highlands Resident in regards to Noise issue see cases below
- DPD cases
- 200607009845
- 200711011983
- 200810013781
- 200812013877
- 200822014480
- 200922016435
- 200924016534
- Meeting with opening of Jersey Mikes Manager
- Met w/Walmart to sign vendor application, and coordinate a new receipt for check request (thanksgiving turkey giveaway)

Wednesday-3

- Galapagos 2-crime stats for budget meeting
- Follow up with Candlewood Suites in regards to parking issues with their neighbor, Miami Dade

Elections

- DR 311 Food support program
- Meeting with Trophy Towing
- Follow up with Walmart-thanksgiving food drive
- Assist Patrol with protest (stand by)

Training Section

- PSA Academy # 8 – Week 3 - Doral Police Training Center
 - o Elements & Principles of Effective Report Writing
 - o Introduction to Law Enforcement & Legal
 - o Structure of the Criminal System
 - o Classification of Offenses
 - o Elements of Crimes
 - o Criminal Intent
 - o Physical Training
- New Officer Hire Police Academy – Doral Police Training Center
- Managing Change and Stress in the 21st Century – Doral Police Training Center
 - o Monday, November 3, 2020
 - o Tuesday, November 4, 2020
- PAC 136 Recruit – Week 9 completed

- Accreditation Team Meeting – Doral Police Training Center

Public Affairs

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 58,832 (915 more followers than last week)
- SOCIAL MEDIA HIGHLIGHT: Reached over 12,300 people this week on Instagram – 9% more than last week.
- Promoted multiple city events/initiatives including but not limited to: Manolo Valdes Exhibit, food drive, and The Nutcracker
- Film Permit execution
- Transition of new Vice Mayor, pending transition for incoming Councilmember
- Media Pitch/Inquires – The Nutcracker; Elections Results; Sandbags for Storm
- Interdepartmental meeting for Manolo Valdes Exhibit
- Design Projects: Art Circuits Ad, Flu Shot Flyer, Work has begun on Winter newsletter
- Videos:
Pre production – Happy Holidays from Doral
Pre production – The Nutcracker Promotional Video
- Event Coordination
 - o Facility Use Coordination-Flu Shot event
 - o SBA Signing Ceremony
 - o Manolo Valdes Exhibit Kick-off
- Evaluation Committee Meeting for Doral CARES Rental Program and evaluation of 1st batch of applications

Public Works

- ITB 2020-23 “Year 5A Phase II of the Canal Bank Stabilization Program”: Project began on Tuesday, October 13th. Awarded contractor, ENCO, LLC, has begun excavation and the installation of the geo cell web. Project is located along the Dressel’s Dairy Canal between NW 79th Avenue and the Palmetto Expressway. Contractor is 80% complete with the geo-web installation of the south bank. Contractor is scheduled to move to the north bank within the next two weeks.
- ITB 2020-24 “Sub Basin A-2”: Pre-Construction Meeting was held on Monday, November 2nd at 10AM. Notice to Proceed date was determined and set for January 11, 2021. This stormwater improvement project is to be completed within 90 calendar days.
- Stormwater Division began preparation for potential heavy rains for the weekend. The Division began inspecting the canal culverts to ensure there are no blockages or debris impeding flow and clearing out the entrances to stormwater inlets throughout the City.