



Memorandum

To: Honorable Mayor and City Council

Date: January 31, 2020

From: Albert P. Childress, City Manager

Subject: **Weekly Council Update/January 26 - February 01, 2020**

City Manager

City Manager held weekly Directors Staff Meeting and After Action along with Deputy City Manager Gallet, City Clerk Diaz and City Attorney Figueredo. The following items were discussed:

1. Recap of the Weekend
2. Information Technology Security
3. November Elections
4. Fitness Challenge
5. Zoning Meeting
6. Legislative Priorities 2020

- City Manager and Deputy City Manager held individual meetings with City Council Members and Legislative Analysts to review the Agenda for January 29th Council Zoning Meeting.

- City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez.

- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo and Assistant Public Works Director/Chief of Engineering, Mr. Eugene Collins-Bonfill.

- Deputy City Manager held weekly meeting with Acting Human Resources Director, Ms. Rita Garcia.

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

- Deputy City Manager held weekly meeting with Planning and Zoning Director, Mr. Alexander Adams and Economic Developer, Mr. Manuel Pila.

- Deputy City Manager held weekly meeting with Acting Parks and Recreation Director, Mr. Lazaro Quintero and Recreation Administrator, Ms. Erin Weislow.

- City Manager held meeting with Information Technology Director, Ms. Gladys Gonzalez and Technology Project Manager, Ms. Rosalind Ramirez regarding EnerGov Control Point Documents.

- City Manager held Investment Committee Meeting with Finance Director, Ms. Matilde Menendez and City Attorney Figueredo.

- Deputy City Manager held agenda review meeting with Mayor Bermudez, Chief of Staff, Mr. Alfredo Ortega and Transportation Manager, Ms. Rita Carbonell for Miami-Dade Transportation Planning Organization (TPO).
- City Manager held weekly meeting with Chief of Police, Mr. Hernan Organvidez and Deputy Chief of Police, Mr. Raul Ubieta.
- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada and Assistant Code Compliance Director, Mr. Danny Del Toro.
- Deputy City Manager held weekly meeting with Building Official/Director, Mr. Rene Velazco and Assistant Building Director, Ms. Jane Decker.
- Deputy City Manager met with Pete de La Torre, from Doral Business Forum.
- City Manager and Deputy City manager held weekly meeting with Mayor Bermudez.
- City Manager and Deputy City Manager held Bond Meeting Process regarding Construction Management.
- Deputy City Manager attended Cultural Center IT Needs meeting.

Capital Improvement Project Manager

- Doral Cultural Arts Center:
 - Site plan package (Task 3.0) received November 20th
 - Arts Center IT Needs meeting - scheduled for January 31st
- Morgan Levy – ITB
 - DRAFT Floor plan submitted to City – January 20th – Comments sent to WGI on January 24th. Subsequent confirmation conference call on January 28th
- Additional Trails:
 - Bikeway network matrix with PMT recommendations sent to PW. Comments sent back to PMT on 1/28.

Building Department

- ADMIN: Director attended Director's Meeting, AD & Director attended Miami Dade County Building Officials Meeting to discuss structural design and behavior of piles in High-rise building design;
- "WeB" We Build Doral Software Update:
Implementation Consultant is not on site this week.
SMEs (Subject Matter Experts) continue building system configurations including Permit Types, Work Classes, Custom Fields, and Fee Templates.
Business Process Tracker Assignments continue to be populated.
AD met with RR, GG and City Clerk to discuss Laserfiche contract and migration with EnerGov software for file retention and disposition.
AD met with EL, ME, BD, RF, FL, PL, PZ, PW and BTR individually to review work assignments.
AD distributed agenda and calendar assignments for week of 2/4.
IT DBA has identified 2200+ permit files that will need to be audited prior to conversion for address correction; JD will handle.

IT PM hosted biweekly EnerGov recap meeting; emphasized importance of gathering tech requests for budget NOW.

AD sent photos to PA and HR for outreach.

- HUMAN RESOURCES ACTIVITIES: Permit Clerk & AA positions posted. Department welcomed new permit clerk, Ms. Erica Valdes and Solution Center Receptionist Ms. Glenda Saez. Team hosted Good-bye Breakfast for Permit Clerk Mari Kennedy - she will be missed! New Plumbing Inspector Mr. Trevor Bramble will start Feb. 4th.

- 2nd FLOOR LEADERSHIP TEAM MEETINGS: No formal meeting this week. PZ, PW, and BD met to discuss ADDRESSING in CD-Plus, Conversion effort and EnerGov - identified 4 eminent needs: 1) how to convert existing non-addressed data, 2) how to identify multi-building sites on single folios for Flood Ord/40-year Recert provisions, 3) how to identify HOA common area active amenities (e.g. pools, clubhouses, mail kiosks) 4) inputting lat/long data on non-addressed permits for public works permits. Resolution: A) Elizabeth confirmed most/all HOAs have a reference address, B) Alexis will confirm if intersection data can be pinned and lat/long info identified and re-inserted into CD-Plus prior to conversion, C) Rosalind confirmed both active/inactive address records will be converted; will confirm if migration of existing records to active address files is possible, D) will include "Plat Review" type to existing PW review process on new construction permits to ensure TPlat is approved prior to issuing permits and will incorporate into new construction workflows in EnerGov.

- TRAINING: Chief Building Inspector Sebastian Eilert attended the ADA Coordinators Conference in Austin, TX to learn best practices for incorporating ADA Transition plans into municipalities.

- STAFF ACCOMPLISHMENTS: More than 10 staff across multiple divisions were recommended for Employee Recognition for their hard work and contribution to the EnerGov project.

- PHONES: Data available: (-)211 Inbound call count for week

- INSPECTIONS: (-)104 Average Daily Inspections, (-)522 total Inspections Completed (week)

- PLANS REVIEWS: (-)293 Plan Reviews (Quantity), -12% Expedite, 9% Walk-Thru, +20% Rework, +59% Drop-off

- Average plan review time per plan per trade = 37 mins

- LOBBY DATA (DORALQ): (-)434 Total Building Dept Customers: (-)87 Lobby Daily Average, (-)13.4 mins Lobby Wait Time (Weekly Average)

- Average Time Spent Per Customer = 17 mins

- Number of clerks needed/provided = 4.9/3 (1 pending)

- VELARO CHAT PORTAL: Not active this week.

- EMOJI SURVEY RESULTS - BUILDING ONLY: 100% Satisfaction Rating (6 reviews received)

- Granular data available upon request.

Code Compliance

- Director settled lien in the amount of \$1000 for a case opened in 2018.

- Field Supervisor and Code Compliance Officer met with a short-term rental respondent where citation of \$1,350 payment was made for a previous violation.

- Acting Special Magistrate Coordinator attended Veritas Discovery Accelerator training.

- Assistant Director completed all FEMA basic ICS trainings to comply with EOC policy.

- Code Compliance Officer worked a work without permit detail in residential area during the weekend.

Finance Department

- During this period 286 invoices were processed.
- Thirty five checks were issued for a total of \$179,841.46.
- Daily transactions for Cashier, Parks and Recreation Department including online payment system (OPS) have been entered in the Journal.
- External auditors are conducting the financial audit of FY 2019.

Procurement:

- Forty nine purchase orders were created this week for a total of \$193,278.97.
- FY19-20 YTD: 808 Purchase Orders processed for a total of \$54,940,038.76.

PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 1/30/2020:

NUMBER	BROADCAST	DUE DATE	BID NAME
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RFQ No. 2019-37 11/15/2019 12/06/2019 Minor Repairs, Alterations & Remodeling Services
 Pre-bid meeting on 11/26/2019, twenty three firms attended.
 Ten submittals received, bids being evaluated. Award recommendation made.
 DEPARTMENT PW

RFQ No. 2019-42 11/01/2019 12/06/2019 Design-Build Doral Meadow Park Renovations
 Pre-bid meeting 11/15/2019. Twenty-five firms attended. Five submittals received.
 Bids being evaluated. Award recommendation made.
 DEPARTMENT PR BOND

RFQ No. 2019-43 11/01/2019 12/06/2019 A & E Services and Related Disciplines for White
 Course Pre-bid meeting 11/14/2019
 Twenty-two firms attended. Eight submittals received. Bids being evaluated. Award
 recommendation made.
 DEPARTMENT PR BONDS

ITB No. 2019-44 11/26/2019 12/27/2019 Morgan Levy Park Tennis and Basketball Court
 Resurfacing
 Pre-bid meeting 12/17/2019, 5 firms attended, 3 submittals received.
 Award recommendation made.

RFP No. 2019-46 12/31/2019 01/30/2020 Police Vehicle Retrofitting Services
 Pre-bid meeting scheduled for 1/14/2020. One firm attended. Bid has been closed.
 DEPARTMENT PD

RFP No. 2019-47 12/26/2019 01/27/2020 Custodial Services for City Facilities
 Pre-bid meeting scheduled for 1/10/2020. Twenty firms attended.

DEPARTMENT PW

RFP No. 2020-01 01/10/2020 02/11/20

RFQ No. 2019-43 11/01/2019 12/06/2019 A & E Services and Related Disciplines for White Course

Pre-bid meeting 11/14/2019

Twenty-two firms attended. Eight submittals received. Bids being evaluated. I

Award recommendation made

DEPARTMENT PR

ITB No. 2019-44 11/26/2019 01/06/2020 Morgan Levy Park Tennis and Basketball Court Resurfacing

Pre-bid meeting 12/17/2019, 5 firms attended.

3 submittals received. Award Recommendation made.

DEPARTMENT PR

RFP No. 2019-47 12/26/2019 01/27/2020 Custodial Services for City Facilities

Pre-bid meeting 1/10/2020, 20 firms attended.

DEPARTMENT PW

RFP No. 2020-01 01/10/2020 02/11/2020 Grant Writing Consulting Services

No Pre-Bid.

DEPARTMENT CM

RFP No. 2020-02 01/21/2020 02/14/2020 Recreational Programming

Pre-bid meeting 1/28/2020, 22 firms attended.

DEPARTMENT PR

ITB No. 2020-03 01/29/2020 02/27/2020 Parking Lot Resealing @Trails & Tails Park and Veterans Park PR

Pre-bid meeting 2/18/2020,

Procurement, Cone of Silence as of 1/30/2020. Page 2 of 2

RFP No. 2020-04 01/17/2020 02/13/2020 Vending Machines Operations & Management

Pre-bid meeting 1/27/2020, 6 firms attended.

DEPARTMENT PR

RFQ No. 2020-05 01/21/2020 02/21/2020 A&E Services and Related Disciplines for Central Park

Pre-bid meeting 2/04/2020,

DEPARTMENT PW

RFQ No. 2020-06 01/21/2020 02/21/2020 Pre-Construction & Con. Manager at Risk for Central Park

Pre-bid meeting 2/04/2020,

DEPARTMENT PW

Human Resources

General Government:

- Implemented group rules and work rules on the Neogov system (HRIS/Payroll) In addition, participated in two training sessions with the implementation team.
- Participated in a meeting with the Finance Department to discuss the (HRIS/Payroll System) and training sessions scheduling.
- Reconciled all carriers bills with payroll deductions amounts for accuracy and provided to the finance department for processing.
- Onboarded 10 employees for various departments within the City.
- Participated in mandatory Veritas (3) day training.
- Opened 7 Family Medical Leave cases.
- Held 12 pre-employment meetings for the Police department and 5 pre-employment for Parks. In addition, successfully cleared 7 candidates from the pre-employment process and provided start dates.
- Provided response of 9 mutual applicants for other Agencies and completed 14 verifications of employment.
- Held Kronos Training session for newly hired supervisors.

Information Technology

- City Wide Help Desk
City Wide Help Desk SLA at 100% of all Support Tickets
- (IT) Windows 10 upgrade campaign – In Progress
- (CH) Print by ID install - In Progress
- (IT) "send as" and "send on behalf" Audit - completed
- (HR) Video Conference Software Training - completed
- (IT) Veritas Discovery Accelerator Training - completed

- Security Manager
Analyzed 25 emails reported by City users.
Attended Cybersecurity - Current Threat Environment webinar.
Attended Smart Cities webinar.
Configured and enabled security features in the City's email environment.
Upgraded antivirus on all City endpoints.
- Assistant IT Director
FLGISA Conference
- Systems Administration.
- Keep the backups 100% operational.
- Applied the Group Policy to install Ricoh printer in the new server to all departments in City Hall.
- Assisted the DBA to install Service Pack in the SQL Cluster.
- Assisted the Consultant to give the Veritas training.
- Provided Office 365 reports to Helpdesk Supervisor.

- Network Administration
Security Rules created at the Firewalls due to the integration with a new Antivirus.

Physical re-movement (dismounted) of Old Network Switches from the Public Safety Facility.

Provisioned new phones for the Police Department.

Provided phone reports to PD users.

Voice Troubleshoot of the Toll-Free Number associated with the Doral's Trolley info line.

Provisioned phone reports to a user from the Public Works Department, related to the Odor line.

Updated phone extensions as requested per users (from PZ and CM Departments).

Wi-Fi's troubleshoot at Morgan Levy Park.

Physical installation of a new server at our Main Data Center.

Supported the PD technicians on Network troubleshooting.

Network Monitoring and notified the IT team as needed.

- Police Support:

- Completed 22 Support Tickets.

- Continue to upgrade computers to Windows 10

- Assisted with setting up users for Two Factor Authentication

- Systems Analyst

IT Veritas Training Loaner Laptops Setup COMPLETED

IT Veritas User Creation COMPLETED

BD CD-PLUS New Users Creation/Permission Assign COMPLETED

IT EnerGov IG Inspect and IG Enforce App. Testing IN PROGRESS

IT EnerGov IG Inspect and IG Enforce App. Deployment IN PROGRESS

IT CH/PD/PR Access Control Upgrade Vendor Work Order Revision IN PROGRESS

IT/PW Elevator and Access Control Integration Purchase Order (waiting on PW) IN PROGRESS

BD/PW/PZ/CE Workflows Revision IN PROGRESS

- GIS Administration:

Upgraded ArcGIS Enterprise from 10.5.1 to 10.7.1. (ArcGIS Server and ArcGIS Web Adaptor).

Upgraded ArcGIS Desktop on my desktop and server.

Set up and published a new field for the EnerGov.

As per building dept's request, resolved an ArcGIS Online outage.

As per planning and zoning dept's request, sent a schools GIS data.

As per public works dept's request, sent a road allocation GIS data.

As per public work dept's request, assisted to add a field on ArcMap.

- Database Administrator:

- Assisting the GIS Developer upgrading the SQL Server 2014 to Service Pack 3 and the Microsoft ODBC Driver 13 was installed on the production Failover Cluster servers.

- Assisting the GIS Developer updating the existing views for the Energov GIS migration project concatenating two columns in one.

- Working on the Licensing Internal Dashboard, the changes requested by the Department Director has been done and dashboard refreshed.

- Assisting the Intersection Technology System Analyst, a ticket was open with the vendor to resolve the issue with the Site 7, now the site is collecting data accurate and the LPR's process updated.

- Working on the Data Conversion Energov Project, developing tables within the current system to be extract and map directly into the corresponding tables within Energov for Permits.

- Citywide Projects

- 2018-2019 BD - DEVELOPMENT SERVICES SOFTWARE

Building department is working on custom fields, fee setup, permit type setup and work classes. Code compliance is pending input of their lien search function. Implementation Consultant is building back end process for code compliance. Public Works is working on custom fields, fee setup, permit & plan type setups and work classes. Planning and Zoning and licensing department is on custom fields, fee setup, permit & plan type setups and work classes. Next week we will be finalizing fee template setup, Inspection setup and setup of workflow and related components.

Project overall is 18% completed

- 2019-2020 311

Online demo was submitted to users to start getting acquainted while we finish configuring 311 this week and following implementation-plan/schedule which requires to create a portal for citizens accessing 311/requesting services via mobile app. IT will need to use API to obtain data for dashboards.

Project overall is 13% completed

- 2019-2020 Integration to Document Retention Project

We have finalized discussing quotes for Blue Beam and Laserfiche, count was updated for quote. Initial due diligence phase to use the software and preparing schedule has started. Project overall is 5% completed

- Application Development:

Set up new iPad for Customer Feedback on solution center.

Started intranet sites approval workflow.

Assisted with GIS upgrade.

Helped with Tyler 311 questionnaires.

Assisted BD and PZ with Properties.

- Website Projects

- FPL LPR Poles:

Horsepower is working on Site 22 this week, should be completed this week.

Project is 92 % completed.

- WCCD 37122- New Smart City Certification Project

We completed the questionnaire and submitted it to WCCD, PW/IT is working on the installation of sensors for CH garbage bins. Waiting for first review comments.

Project is 97% 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.

- Assist AV technician in the maintenance and monitoring of surveillance cameras at city facilities to include field repairs.

- Supervision and coordination of new LPR intersection project.

- Continue working with Miami-Dade PW and HP Electric's engineer on the preliminary design of Site 1, Site 26 ,and Site 30 LPR camera installation.

Parks and Recreation

- Pre-Bid Meeting RFP 2020-04 Vending Machines Operations

- Meeting to discuss Broncos and Adult Basketball

- Core admin meeting

- Meeting to discuss Beach Tennis

- Pre-Bid Meeting for 2020-02 RFP Recreational Programming

- Parks weekly meeting with Acting Parks and Recreation Director.
- Meeting with events team to discuss upcoming events
- Sponsorship Bid Meeting
- Flag Football games at Doral Meadow Park

Planning and Zoning:

- 101 permits reviewed for the week of January 24 - 31, 2020.
- 35 inspections performed for the week of January 24 – 31, 2020.
- Participated in 4 pre-application meetings.
- Participated in internal cross department discussions on the process of creating addresses.
- Conducted interviews for the vacant GIS Technician position.
- Met with City Council Members prior to Planning and Zoning City Council meeting on Wednesday January 29th.

Economic Development:

- Coordinated PTSA, CBO and Façade Grant Reimbursements.
- Coordinated Ritmo Doral promotion and production meeting.
- Attended Doral Hotel Partners joint meeting with Greater Miami Convention and Visitors Bureau, Greater Miami and the Beaches Hotel Association, Miami Dade College, CareerSource, Doral Chamber of Commerce and hotel representatives.
- Met with representative for the coordination of Argentine businesses and sister cities trade mission scheduled February 19-20.

Police Department

Neighborhood Resources Unit

Thursday 23

- Follow up with World Fuel Services in Doral Costa Plaza Case 1212, ref 22
- Village of Doral Palms call on 1/7/20 @ 1231am. Update security on police entry process
- Export Depot 11450 NW 34 St-Meet owner in reference to emergency assistance-survey
- Starbucks 10690 NW 19 St-coordinate coffee w/a cop
- Starbucks 1390 NW 87 Ave-coordinate coffee w/a cop
- Rhino Auto Sales 2315 NW 97 Ave-leaving keys/fobs inside cars for sale during the day-survey
- Relief Math & Science NF
- Miami Dade College threat information
- Doral Dunes HOA meeting
- Palms of Doral HOA meeting

Friday 24

- DARE @ DRE
- Follow with DRE & Region in reference to event on Tuesday 28.
- Met with South Florida Security Group in reference to Virtual guard and tag reader
- Met with property manager in Doral Landings West in regards
 1. pool vandalism case 1048
 2. kids jumping fence
 3. suspicious activity in their park area
 4. meeting forthcoming March 17
- follow up with Ms. Castera Doral Dunes 26R case 1240
- Follow up with logistics coffee with a cop flyers

- Follow up with Doral Dunes –Crime prevention flyers
- Monday-27
- Ibis Villas response to resident in reference towing dispute
 - DDCU –internet safety/ school threats presentation
 - 8601 NW 58 St La Esquina del Lechon met w/owner
 - Divine Savior PTA –promote smoothie w/a cop
 - Doral Dunes Follow up in reference to criminal mischief in pool area and report
 - Doral Park Country Club –FEB HOA calendar
 - Islands of Doral HOA-FEB HOA Calendar
 - JIS Relief NF Fuel & FOB
 - Village of Doral Oaks HOA

Tuesday-28

- Divine Savior-arrivals
- Doral Glen HOA & Public works vegetation presentation follow up
- Dignitary visit @ DRE
- Doral House 2 HOA
- Doral Glen HOA

Wednesday-29

- Costa Del Sol-rollover accident follow up with property manager case 200128001930
- Follow up with Sai Baba Temple 3850 NW 114th Ave-Holocaust Reemergence day
- Follow up with Chabad Jewish Center of Doral 10181 NW 58 St-Holocaust remembrance day
- Village of Doral Pines

Arrests

- Felonies: 8
- Misdemeanors: 17
- Traffic: 3
- Warrants: 2
- DUI: 0

Traffic Citations

- Hazardous Moving Violations: 456
- Non-Hazardous Moving Violations: 381

Notable Arrests & Incidents

Possession of Forged and Counterfeit Checks

Patrol officers stopped a stolen vehicle and arrested the driver. One of the passengers in the vehicle was in possession of numerous credit cards in the name of other persons as well as several checks belonging to different business in the city of Hialeah. Doral Police contacted Hialeah Police Department and requested that they go by one of the business listed on the checks and verify the legitimacy of the checks. The owner of one of the business advised that the checks were not issued by his business and that he did not know the subject in possession of said checks. The subject was arrested and charged accordingly. He was taken to TGK.

Money Taken by Contractor / Starting Work and Not Finishing

Doral Police arrested a Doral resident who in 2018 was hired by two residents to make repairs on their respective homes after Hurricane Irma. The subject received over \$23,000 from the two victims and never did any work despite repeated attempts by both victims to have the subject complete the work or return the money. The subject was arrested and charged

accordingly.

Arrest Warrant

Grand Theft of Cargo \$100K+

Grand Theft Auto

Possession of False Identification

Doral detectives arrested two men who conspired and planned to steal a truck containing over \$100,000 in mobile phones. In addition, the subjects were also driving a stolen vehicle and possession of false identifications. They were arrested and taken to TGK.

Loitering & Prowling

Patrol units responded to the Amberwood Villas located in the 10100 Block of NW 41 Street after receiving a call that two black males were observed inside the community acting suspiciously. The caller met the arriving officers and added that he was outside his residence at approximately 1:00 am waiting for an Uber ride to pick him up when he observed a black male inside the community and another one just outside the community. He then heard what sounded like car doors being opened. The officers located the men and found that they had no identification on their persons. Furthermore, the men stated that they live in Goulds (20+ miles south of Doral) and were waiting to get on a bus. They were arrested and transported to TGK.

Strong Arm Robbery

Detectives arrested a woman who stole a mobile phone from a victim who she met through an app. The victim advised that she placed an ad on Offer Up to sell an iPhone. The victim and the subject met at the gas station located at NW 107 Avenue and 58 Street. During the course of the transaction, the subject asked to examine the phone. The subject took the phone, got into a waiting vehicle and fled the scene. The detective utilized technology which allowed him to identify the subject and attain the contact information she listed when she subscribed to the app. She was arrested and taken to TGK.

Public Information Office

- The PIO handled inquiries from the media on matters involving the Doral Police Department.
- The PIO is promoting a campaign being spearheaded by the Florida Department of Transportation to bring awareness to the State's new laws prohibiting the texting and driving as well as the use of mobile phone in a handheld mode while in a designated school zone or work area.
- 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.

Office of Emergency Management

- Began promotional efforts for Hands on Doral program expansion through current volunteers, homeowner's association (with C.E.) and through social media (with P.A.).
- Provided information to community members interested in volunteering with Hands on Doral. Got uniform quotes for volunteers.
- Provided Police assigned to EOC duties with training for IS-700 NIMS: An Introduction to National Incident Management System and IS-200 Basic Incident Command System for Initial

Response, ICS 200.

- Provided information to all EOC personnel on WebEOC access.
- Posted information on social media regarding See Something, Say Something information on suspicious or unattended packages provided by DHS through the SE Regional Domestic Security Task Force.
- Attended conference call with Building Department and Municipal representatives with County's Office of Emergency Management on actions taken after South Florida felt effects from Cuba/Jamaica 7.7 earthquake.
- Reviewed FEMA's draft on Recovery Policy - Section 1206 as amended in the Disaster Recovery Reform Act (2018) and how it will enhance Public Assistance Program (PA) and speed of Recovery.
- Worked on Emergency Management Certification requirements.

Training Bureau

The Training Section coordinated the following activities:

- Week 24 Recruit Progress Memo (PAC-133)
 - CIT Refresher – mandatory roll call trainings
 - o January 24, 2020 & January 28, 2020 at Doral Police Training Center
 - New Employee Orientation Week (January 27-January 31, 2020):
 - o A. Colon/S. Londono/A. Cox/M. Garcia/R. Masciarelli at Doral Police Training Center
 - Training Section members attended Taser Instructor class
 - o January 27, 2020 at Palm Beach Gardens
 - Annual Qualification Calendar – Scheduling of officers and instructors
- The Training Section disseminated the following Training Announcements:
- Neighborhood Resource Unit - National Conference on Preventing Crime

Public Works

- The PW Department is assisting Downtown Doral Upper School in filming a video for the National portion of the Samsung Solve for Tomorrow STEM contest.
- Rough Mechanical Inspection and Fire Alarm County Inspections passed for the City Attorney's Office Construction.
- The Facility Manager met with the Police Department and the Information Technology Department for the kick-off meeting after the approval from Council in the January's Council Meeting to proceed with the design phase.
- Conducted walkthrough with Krueger International (KI) for the planning of the simulation room at the Police Training and Community Center.
- Participated in the Monthly Building Owners and Manager Association (BOMA) Meeting for the swearing in of the new Board of Directors 2020-2021.
- Summited 80% Plans of the Parking Garage Repairs to the Building Department for first review & comments.
- Completed the installation of the Bottleless water dispensers
- Taped the Solution Center Public Works lobby video in conjunction with Public Affairs.
- TB 2018-13 "Canal Bank Stabilization Year 5B": Construction phase of this project is now complete and pending permit project closeout. Final project plans were submitted on Wednesday, January 29th to the Department of Environmental Resources Management (DERM) for final review and approval. Final audit with the Florida Department of Transportation (FDOT)

to obtain the last 20% of funds from the \$1,000,000 LAP Grant awarded to this project. Audit was scheduled for Thursday, January 30th.

- ITB 2019-29 “Stormwater Improvements at NW 21 Street”: Construction has been completed. Walkthrough took place on Wednesday, January 29th and a Final Punch List was generated for the contractor to complete in order to close the project.
- ITB 2019-36 “Year 7 of the Canal Bank Stabilization Program”: Construction for this project began Monday, January 16th along the Northline Canal which is located along NW 25th Street between NW 97th Avenue and NW 87th Avenue. The awarded contractor, ENCO LLC, began at NW 97th Avenue and began the geoweb installations from STA 50+00 to STA 57+00.

Transportation:

- Participated in the 2020 Low-No Program Federal Transit Administration (FTA) Grants Proterra Webinar.
- Met with TSO Mobile to discuss issues with the Trolley Tracker Technology.
- Gave a Presentation highlighting the City projects that have been completed with People’s Transportation Plan (PTP) Funds for the Citizen’s Independent Transportation Trust (CITT) Meeting.
- NW 82 Ave. Roadway Construction between NW 27 St. and NW 33 St.: Phase II of Maintenance of Traffic (MOT) Plan implemented. Precast foundations unable to be used due to conflicts with various utility conduits. Changer Order proposal for use of spread footer foundation scheduled to be submitted next week. Pending installation of light poles for installation of final lift of asphalt. Contractor is currently addressing project punch list.
- NW 74 St. Traffic Signals at NW 97 Ave. and at NW 102 Ave.: Coordination of project with Miami-Dade County (MDC) ongoing. Pending MOT permit from Miami-Dade County for construction commencement. Pending approval from Traffic Engineering Division – Block Party and Bike Path, & Traffic Engineering Division (MOT). Email from MDC was received on 1/31/20 confirming that they would expedite the final review of the most recent comments. Coordination/discussion for relocation of median palms ongoing. Discussion with engineer of record and MDC ongoing to update signal timing in order to minimize number of palms that need to be relocated. The City will submit a variance letter to MDC in order to obtain the signal operation needed to minimize trees relocation.
- Citywide Sidewalk Improvements: Sidewalk construction ongoing. Contractor is working along Site No. 3, southside and northside of NW 19 St. between NW 107 Ave. and NW 97 Ave. Coordination with FPL for pole relocation ongoing. No relocation date provided by FPL yet. 22 out of 22 driveways completed. Sod installation along the north side of NW 19 St. approximately 80% completed. Contractor is working along Site No. 1, NW 115 Ave. between NW 34 St. and NW 41 St. (approximately 99% completed). 25 out of 26 driveways completed. Restoration of areas ongoing. Sod installation approximately 95% completed. Work at Site No. 2 (NW 39 St. between NW 115 Ave. and NW 114 Ave.) ongoing (approximately 99% completed). Pending installation of approximately 15ft of sidewalk that are on hold pending replacement of FPL utility box for completion of site work. Contractor commenced installation of sidewalk along the south side of Site No. 2, NW 33 St. between NW 112 Ave. and NW 107 Ave.
- NW 41 St. Roadway Construction between NW 87 Ave. and NW 79 Ave.: Notice to Proceed tentatively scheduled for February 17, 2020. Comments received from MDC Traffic & Signals Division (TSS) during the contractor’s submittal for MDC MOT/Construction Permit. The City will request a meeting with TSS to discuss comments that are received after plans have been approved during the design phase.