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**To:** Honorable Mayor and City Council

**Date:** March 29, 2021

**From:** Albert P. Childress, City Manager

**Subject:** **Weekly Council Update/March 21 - March 27, 2021**

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## 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) New Software System
- 3) COVID -19 Cases – Testing
- 4) Vaccine – 500 Friday
- 5) Zoning Meeting
- 6) Governor's Executive Order
- 7) July 4th
- 8) Review of City Council Meeting Agenda items of March, 17th
- 9) Strategic Planning this Weekend

- 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 weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- City Manager along with Chief of Police, Mr. Hernan Organvidez, Parks and Recreation Director, Ms. Erin Weislow and Information Technology Assistant Director, Mr. Carlos Olivares did a site visit to Doral Legacy Park.
- City Manager and Deputy City Manager held meeting with Chief of Police, Mr. Hernan Organvidez, Deputy Chief of Police, Mr. Raul Ubieta, City Attorney Figueredo and Code Compliance Director, Mr. Edgard K. Estrada regarding Copper Blues.
- Deputy City Manager along with Parks and Recreation Director, Ms. Erin Weislow and Special Events Coordinator, Ms. Diana Maldonado held meeting with Trump Doral Hotel General Manager, Mr. David Feder, Mr. Sheldon Haughton and Mr. Chris Santore to discuss City of Doral 4th of July Fireworks.
- City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez and Information Technology Assistant Director, Mr. Carlos Olivares.
- City Manager held weekly meeting with Communications Director, Ms. Maggie Santos.

- Deputy City Manager held weekly meeting with Planning and Zoning Director, Mr. Javier Gonzalez.
- City Manager held weekly meeting with Human Resources Director, Mr. John Prats.
- City Manager held meeting with Mr. Herb Marlowe from Analytica regarding logistics for Strategic Planning session scheduled virtually on Saturday, March 27, 2021.
- City Manager and Deputy City Manager held individual meetings with City Councilmembers to discuss Agenda Review for Council Zoning Meeting scheduled March 24, 2021.
- City Manager and Deputy City Manager attended the Local Planning Agency Meeting and the Council Zoning Meeting on March 24, 2021.
- The City Manager's Office scheduled individual meetings between Mr. Herb Marlowe from Analytica, Mayor Bermudez and City Councilmembers to identify topics of concern before Strategic Planning Session scheduled March 27, 2021.
- City Manager and Deputy City Manager along with City Clerk Diaz and City Attorney Figueredo held Agenda Review meeting with Department Directors for Council Meeting scheduled April 14, 2021.
- The City Manager's Office schedule individual meetings between Mr. Herb Marlowe from Analytica and each Department Director to identify topics of concern before Strategic Planning Session scheduled March 27, 2021.
- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- City Manager held weekly meeting with Mayor Bermudez.
- City Manager and Deputy City Manager held meeting with Mr. Herb Marlowe from Analytica and all Department Directors to discuss Strategic Planning draft.
- City Manager held Bond Meeting Process regarding Construction Management with City and AECOM staff members.
- City Manager and Deputy City Manager along with Mayor Bermudez, City Councilmembers, Chief of Staff, Legislative Analysts, City Clerk Diaz, City Attorney Figueredo, and all Department Heads held Strategic Planning Session (virtually) with Mr. Herb Marlowe from Analytica.
- 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 42 people who were observed in public without masks.

### **Capital Improvement Project Manager**

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

- Permitting process is on-going:
  - o Public Works MOT permit in progress.

- o Construction Parking permit is on-going.
- o Trailer permit is on-going.
- General Activities:
  - o Curb inlet protection in place completed March 23<sup>rd</sup>.
  - o Stabilized construction entrance completed March 24<sup>th</sup>.
  - o Survey activities completed March 26<sup>th</sup>.
  - o AT&T pull box relocation on-going.
  - o On-going construction submittals/RFI's.
- Weekly OAC Meetings.

**Morgan Levy Park:**

- Stool seats to be arrived the week of March 29<sup>th</sup>.
- Final punch list items due March 26<sup>th</sup>.
- Consultant pending to provide Owner Operation and Maintenance Manual.

**White Course Park:**

- Permitting process is on-going:
  - o WASD permit approved. MDC reviewing fire fees.
  - o COD Building is about 95% complete.
  - o COD Building Temporary Fence and Parking permit submitted March 25<sup>th</sup>.
  - o COD Public Work Construction Access permit submitted March 25<sup>th</sup>.
- General Activities:
  - o Survey activities to begin the Week of March 29<sup>th</sup>.
  - o Consultant coordinating final pole design in order to start Shop Drawing submittal.
  - o Waypoint is waiting on Master permit approval from City of Doral to submit for Temporary Water and Power permit to WASD and FPL for the trailer.
  - o Waiting on final Playground Design in order to get City's approval.
- Public Affairs working on banner designs.
  - o PMT began coordination of Groundbreaking Ceremony.
- Coordination with IT Department for required elements is on-going.

**Doral Meadow Park:**

- Consultant working on final items in order to complete the Owner Operation and Maintenance Manual.
- Contractor addressing Pergola close out documents. Follow up meeting schedule for March 30<sup>th</sup>.
- Irrigation leak completed March 24<sup>th</sup>.

**Doral Central Park:**

- Permitting Process is on-going:
  - o Phase I Soil Improvements - Rework I on-going:
    - COD Building Department review on hold due to the implementation of the new e-permitting system.
    - MDC DERM under review.
    - MDC Fire under review.
  - o Phase IV Recreational Center/ Lake Wall Foundation – Rework I on-going.
    - COD Building Department review on hold due to the implementation of the new e-permitting system.
    - MDC DERM under review.
    - MDC Fire under review.

- o Planning and Zoning Site Plan Review Phase II & III:
  - MDC Fire approved March 24<sup>th</sup>.
  - Submitted to Planning and Zoning March 25<sup>th</sup>.
- o Planning and Zoning 1<sup>st</sup> Site Plan Review for Phase IV is on-going.
  - Site Plan MDC Fire review is on-going.
  - Site Plan MDC DERM review is on-going.
- o PMT working on getting pricing breakdown for Art in Public Places Application.
- Banner graphic screen to be installed by April 19<sup>th</sup>.
- Weekly OAC meetings on-going.
- Kaufman Lynn's Phase I Construction Bids held March 19<sup>th</sup>.
  - o GMP I to be submitted the week of April 7<sup>th</sup>.

**Doral Boulevard Pedestrian Bridge:**

- Revised RFP re-advertisement, awaiting final review from FDOT Central Office.

**Trail Network:**

- Sharrows Interlocal Agreement submitted to MDC – on-going.
- Signed and Sealed drawings received March 23<sup>rd</sup>.

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

- Permitting Review completed.
  - o Payment for Master permit approval on hold until contract is fully executed.
- PMT working on Contract.
- Consultant coordination with FPL is on-going.

**Additional Items:**

- PMT Weekly Status of Projects is on-going.

**Planning and Zoning**

Occupational Licensing

- 7 Business Tax Receipt renewals for FY 2020-2021 have been processed this week.
- 24 Business Tax Receipts applications for new businesses have been received this week.
- 1 Temporary Outdoor Dining Permits (56 Temporary Outdoor Dining permits issued to date).

Planning and Zoning

- Addresses issued: 6
- Building Permits reviewed: 15
- Zoning Inspections conducted: 8
- On Monday, March 22, 2021, the Planning and Zoning Department integrated the new Energov Development Service Software. The following are accomplishments for the first week:
  - o Received via E-review and processed a total of 24 new Business Tax.
  - o Created addresses in Energov using Address-GIS App.
  - o Processed payments.
  - o Reviewed and approved zoning permits.
  - o Issued zoning only permits.
  - o Scheduled inspections using Manage my Inspections.
- Planning and Zoning Director participated in the Park Bonds Project discussion.

- Planning and Zoning Director attended meeting with the City Attorney to discuss variance application for Dios Con Nosotros.
- Planning and Zoning Director attended meeting to discuss moratorium on residential development applications within the Doral Décor District.
- Planning and Zoning Director participated in Agenda Review meetings for the Council Zoning Meeting on March 24, 2021.
- Planning and Zoning Director attended a preapplication meeting to discuss a new development for the property located at 8825 NW 26th Street.
- Planning and Zoning Director participated in the Council Zoning Meeting on March 24, 2021.
- Planning and Zoning Director and Economic Developer attended kick-off meeting with Business Flare consultant to discuss phase 2 of current economic development programs.
- Planning and Zoning Director and Economic Developer attended meeting to discuss Urban 3 phase 2 economic analysis model for the City of Doral.
- Planning and Zoning Director attended meeting to discuss modification of Midtown Doral PUD Phase II.
- Planning and Zoning Director attended a preapplication meeting to discuss a site plan review for the property located at NW 99th and NW 62nd Street.
- Planning and Zoning Director and Staff participated in the Staff Working Group meeting pursuant to the Interlocal Agreement for Public School Facility Planning in Miami-Dade County.

### **Economic Development**

- Administered completion of 2021 CBO Grants cycle and Evaluation Committee scoring.
- Attended Burlington store ribbon-cutting event.
- Administered and attended Ritmo Doral event and logged 12,700 views of the livestream.
- Gave presentation on Doral to over 60 hospitality professionals at GMCVB Coffee and Conversation meeting.
- Gave presentation at Miami Dade Beacon Council Economic Development Organization (EDO) Partner's meeting.
- Met with Miami International Mall managers re: new retailers and Spend Local video.
- Met with CAMACOL Doral director re: small businesses for video showcase program.
- Completed list of Doral Sister Cities timeline of activities and events.
- Met with Asociación de Emprendedores de Latinoamerica (ASELA USA) president Camilo Padron and UNO Construction and property development company seeking to invest in Doral.
- Met with Colorado-based Dispatch Health re: assistance to new medical business in Doral.
- Coordinated logistics for participation in Latin Builders Association Business Expo.
- Met with Sophies Corner re: Spend Local
- Met with Alain Scheiman re: new business orientation.
- Met with South Florida Manufacturers Association re: workforce training.
- Attended CAMACOL Doral Biz Meet and Greet: A Celebration of Women's International Month at Intercontinental Hotel.
- Administered ongoing 2020 CBO Grants, Façade Grants, PTSA Grants.

### **Building Department**

- EnerGov Go Live - System Launch Monday March 22, 2021 - 171 new applications were received in first week of EnerGov/ 106 applications were received in last week of CD-Plus; 28 permits were issued in EnerGov, 148 in last week of CD-Plus; \$72.4K dollars invoiced/received in EnerGov; \$129k in last week of CD-Plus.

- EnerGov issues that will persist for a few weeks include manual transfer of project files for permits in review or recently issued, attaching appropriate contacts to permits once they have registered on CSS portal and stepping through workflows to get to actions available for customer.
- Interim Director attended Directors Call, Weekly meeting with DCM, MDC Building Officials Virtual Meeting, Bond Meeting; Agenda Review; Strategic Planning Objectives session with consultant; and Strategic Planning Sessions with staff, CM/DCM and Council.
- Project meetings this week: CC Homes, Doral Square.

### **Code Compliance**

Department Field Supervisors attended virtual Supervision in Government training.

Director met with Deputy City Manager and Herb Marlowe to discuss talking points for the strategic planning sessions.

Director and Field Supervisor met with legal representative for recently closed medical spa to discuss licensing options.

Evening Officer began enforcement of commercial vehicles parked along NW 82 ST.

Director and Assistant Director attended Strategic Planning Session with City Council.

### **Finance Department**

- Accounts Payable: Processed 228 invoices; 152 checks and 7 wire transfers were issued for a total of \$1,873,566.
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Continued working with the City's external auditors on the City's Comprehensive Annual Financial Report for the fiscal year ended September 30, 2020.

#### **PROCUREMENT**

A total of 24 PO's were created for a total value of \$337,795.

#### **PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 03/24/2021**

- Solicitation No. and Title: RFP No. 2020-27 – Banking Services

Dept: Finance

Broadcast Date: 11/19/2020

Due Date/ Bid Opening Date: 01/29/2021

Status: Award Recommendation Made.

- 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: Award Recommendation Made.

- Solicitation No. and Title: RFP No. 2021-01 – Recreational Programming (Virtual and On-site)

Dept: Parks and Recreation

Broadcast Date: 01/21/2021

Due Date / Bid Opening Date: 02/24/2021

Status: Award Recommendation Made.

- Solicitation No. and Title: RFP No. 2021-02 – Adaptive Re-Use Design Build

Dept: Public Works Department

Broadcast Date: 02/09/2021

Due Date / Bid Opening Date: 03/19/2021

Status: 4 Submittals received; bids are being reviewed.

- Solicitation No. and Title: RFQ No. 2021-03 – Construction Materials Testing and Inspection for Doral Central Park

Dept: Parks and Recreation / Public Works – Parks Bond

Broadcast Date: 02/05/2021

Due Date / Bid Opening Date: 03/05/2021

Status: Award Recommendation Made.

- Solicitation No. and Title: RFP No. 2021-04 – Youth Soccer Program Management

Dept: Parks and Recreation

Broadcast Date: 01/27/2021

Due Date / Bid Opening Date: 03/03/2021

Status: Award Recommendation Made.

- Solicitation No. and Title: RFP No. 2021-06 – HRIS and Payroll Software

Dept: Human Resource

Broadcast Date: 03/25/2021

Due Date / Bid Opening Date: 05/06/2021

Status: Pre-Bid Meeting scheduled for 04/13/2021.

- Solicitation No. and Title: RFQ No. 2021-07 – Towing of Unauthorized and Abandoned Vehicles

Dept: Police Department

Broadcast Date: 03/26/2021

Due Date / Bid Opening Date: 04/29/2021

Status: Pre-Bid Meeting scheduled for 04/15/2021.

## **Human Resources**

- COVID-19 TESTING BIOTECH - 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. Since September 14, 2020, 3,597 City of Doral residents have been tested; this includes 152 for the week ending 03/26/2021. The testing is being conducted from 9 a.m. to 1 p.m. on Mondays, Wednesdays, and Fridays, and will continue to operate on the same schedule through June 30, 2021.

- COVID-19 TESTING AT INTERLAB CORP

To leverage the response rate and further support our efforts to expediently return employees to work with two negative PCR results, we strategically send employees to InterLab in Doral during the early part of the week, following the Thursday test at City Hall. Since January 1, 2021, InterLab has performed 155 PCR tests, which includes 7 tests for the week ending March 19, 2021.

## • COVID-19 TESTING AT CITY HALL 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, March 25, 2021, (35) essential personnel/first responders were tested at City Hall.

To date, 1,646 tests have been administered at City Hall. The Human Resources Department continues to closely follow updates from the CDC and the Police Department's Medical Director as we monitor COVID-19 related cases to ensure that proper protocols are met before allowing affected employees to return to work.

## CURRENT JOB POSTINGS

- Assistant Park Manager, Parks & Recreation Department, Closes on 03/30/2021
- Auto Maintenance Helper, Public Works Department, Closes 03/30/2021
- Code Compliance Officer I, closes 04/05/2021
- Laborer I, Public Works, closes 04/05/2021
- Mechanical Inspector/Plans Examiner, Building Department, Open Continuous
- Planner, Planning & Zoning Department, Closes on 03/30/2021
- Plans Reviewer (PW), Public Works Department, Open Continuous
- Police Officer, Police Department, Open Continuous
- Structural Plans Examiner, Building Department, Open Continuous

## SPECIAL PROJECTS:

- HR completed its development of the new Customer Service Training. The 1.5-hour Training is a requirement for all newly hired employees to take on their first day of work. The first two new employees took the training on 03/15/2021 and provided very positive feedback of the training. This will ensure that all new employees are provided with clear expectations of our high standards and expectations in excellence in Customer Service.
- HR is currently offering Customer Service Training for all City employees each Tuesday, City Hall, 3rd Floor Conference Room from 10 a.m. to 12 p.m.
- The Human Resources Department has developed a new Performance Evaluation Training and Employee Evaluation Form. The new format is aimed at capturing key performance indicators that are strategically aligned with the City's mission and vision.
- The Human Resources Department is currently undergoing an internal audit of personnel files to prepare for the Doral Police Department's CALEA Accreditation Audit scheduled in April 2021.

## **Information Technology**

- Public Safety Support - This week, the PD IT team began to distribute new dual authentication token to all staff. The first phase of the mobile CAD upgrade was implemented this week, the query server was replaced with the new MDS system. IT assisted city staff in the EOC to call citizens to schedule them for vaccinations.
- Help Desk Support- This week:
  - Resolved 95% of support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events
  - Assisted in the execution of the Energov Daily Trainings

- Participated in Pre-Go Live Daily meetings
- Met with Laserfiche vendor to test integration into Energov and update workflow modules
- Troubleshooted cashiering system integration to Energov
- Met with Energov staff to troubleshoot system connection issues
- Worked in the creation of a new deployment image and scripted installation
- Removed disabled users that were part of Kace user's database
- Provided access control support for weekend event
- Reviewed candidates for IT technician opened position
- Continue to work on reconciliation of physical inventory of IT equipment

• Network Administration - This week:

- Participated in external and internal meetings.
- Supported the Help Desk during install and configuration of printing services.
- Provided a customized call report to the PZ Department as requested by the department's head.
- Created automatic daily reports for Guest users from the City's parks.
- Continued to work on the Guest Wi-Fi Integration.
- Continued to work on Firewalls Best Practices Configurations.
- Continued to monitor the network and performed actions based on incidents (Analyzed Network Security Reports, Continuously check-in the Main Monitoring Tool, Isolated unnecessary traffic).
- Assisted the City's low wire contractor during a job performed at Doral Morgan Levy Park.

• Security Manager

This week, over 60 emails were reported by City users and were analyzed for malicious intent. Assisted the Building Department in the migration to the new permit platform by setting up email notifications. Upgraded anti-virus solution to the latest version. Assisted multiple users in locating various emails.

• Systems Administration. This Week:

Review and Keep the backups if they are 100% operational.

Virtual change control weekly meeting.

Removed the server Doral DC from the network.

Meeting with consultant to analyze the hybrid exchange server.

Assist PD Helpdesk with Microsoft software Issue.

Updated and restarted some servers over the weekend.

Ran custom report in our archiving system to check the expired items but they need to keep working to have a better output.

Assisted GIS Analyst to clean space in her server.

Installed new server to use as new development database server

Increased CPU in the GIS server

Assisted the DBA to install SQL in the new server.

Bootcamp with an Hyperconverged option.

- AV Team setup/supported/broadcasted Council Meeting
- AV Team worked on Council AV upgrades/maintenance with vendor (AVI-SPL)
- AV Team opened ticket to replace Doral Glades Park broken monitor
- Replaced Crestron wall panel for community room
- AV Team assisted Help Desk with user issues/tickets
- AV Team provided AV support for Finance, PW, PD, PA, and HR Department
- AV Team Provided pre-bid/bidding recordings to Finance Department

- Database Administrator:

I- Finalizing the Energov Data Conversion project. The final issues have been addressed and the last pass was successfully uploaded to the Production Environment for the Go Life Day.

II- Working on the CD-Plus attachments project, running scripts to convert the encrypted attachments from CD-Plus to readable files and export them to a directory, keeping the same structure as Laserfiche, so Tyler's team will be able to export and map the files to the appropriate SQL tables in Energov.

III- Working on a new Internal Dashboard for the HR Department, I attended a meeting with the HR staff to discuss the latest requested changes.

- GIS Administration- This week:

- Continue to conduct systems and communicate with vendor and internal Information Tech team.

- Information Tech Staff meeting

- Coordinated meeting with vendor and internal staff.

- Weekly GIS maintenance

- 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: March 2021

- 2018-2019 BD - DEVELOPMENT SERVICES SOFTWARE

We perform system testing in previous weekend and went into production. We continue Training users with new procedures as we finish the User/System Test Plans. IT Help Desk have ensured all computers and setup for IG workforce & Blue Bean and Energov environment have been up to date. We continue finding solutions for each issue encountered after converting data. We are waiting on new batch of forms and design of dashboards.

Project overall is 100% completed

- 2019-2020 Tyler 311

Dashboard was completed while we are waiting for update of obtaining notification required.

Tyler is performing modifications for new reporting requirements and dashboard data fields require for management, we had call with Tyler and new upgrade is scheduled.

Project overall is 99% completed

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

Helpdesk continues upgrading versions all users this month. We are documenting procedure for e-review. The Building team is creating a video to use for training other departments explaining how to ensure markup are showing in Energov and how to proceed within the reviewing stage.

Project overall is 100% completed

- 2019-2020 MyCivic

Post implementation meeting was achieved Mobile app is functioning adequately.

Project overall is 100% completed

- 2020-2021 IGinspect and IGenforce applications

We are resolved GIS and network issues and testing this week with inspectors from all departments insuring the permits move from the Energov Core solution to the IG mobile applications and backwards with updates. Issues are being informed to Tyler for resolution, we are tested new forms and reports development created by Tyler to finalize Unit testing.

Project overall is 100% completed

- 2020-2021 CSS Citizen Self Service

Beautiful changes were performed with the CSS look by Public works. We continue

Training/testing/updating with many department users this week and GIS.

Project overall is 100% completed

- 2020-2021 Accounts Receivable System

We are documenting process. Finance is updating accounts requirements. Many GL charge accounts have been coded and tested. We are updating GL Charge codes in Energov to use with Munis GL entries this week. We completed system testing.

Project overall is 100% complete

- 2019-2020 Energov Integration/Laserfiche (Doc Retention Software) Project

We have tested Plugin created for Energov entities and sent to Tyler to start testing of Building permits, Code and Planning and Zoning this week. We are troubleshooting some issues.

Project overall is 87% completed

- 2020-2021 Energov Cashiering Project

We completed system testing. We are updating Project plan/implementation plan with all requirements and dates for configuration.

Project overall is 98 % completed

- Smart City projects are underway:

- FPL 2 LPR Poles:

New site #22 has been added to Project while Site 26(NW 58 St & 79 Av) has been delayed for now because of a future roadway widening project from Palmetto Expressway to NW 97 Ave along NW 58 St. FPL assistance was coordinated this week with the location of the FPL pick-up-point of these LPR site. We are waiting for MDC to approve permits of site 26 and 30. City Management is contacting MDC management for support

Project is 46 % completed.

- WCCD 37122- New Smart City Certification Project

Keep posting information required while Investigating some last answers to questionnaire related to all finance requirements and entering/updating some comments provided.

Project is 98% completed

- HRIS New System Project

We had meeting and we reviewed RFP with detail requirements for each module utilized in the HR department including payroll, time & attendance, performance, learning , core HR and e-forms. Team has completed requirement this week.

Project is 14% completed

- Upgrade Facility Dude Project

We are preparing documentation for Council meeting in April after receiving updated proposal and evaluating 3 vendors. We decided to just upgrade current Facility Dude software which is beneficial for City. We are requesting some changes and then we will have meeting with Finance and PW to review needed funding upgrade. Analysis of benefits versus project amount increase for annual maintenance was 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 11% completed

- WCCD 37120- Yearly Smart City Certification Project

We are receiving information on Business growth in the city is performing and many data information from websites and external companies this week and will start entering data for Health indicator when worksheet is unlocked this month.

Project is 24% completed

- Intersection Technology System Analyst-Worked remotely in all of the following:
- Intersection Technology System Support-performed maintenance and monitoring of License Plate Readers and traffic surveillance cameras to include field repairs.

- Continued working with Miami Dade PW, City of Doral and HP Electrical engineer on the design/permit of Site I, 13, 26, 27 and 30 LPR camera installation.
- Continued working with AECOM and SCS in the design/coordination/installation of all IT infrastructure/equipment at Meadows, Morgan Levy, White Coarse and Central Park.
- Continue working at Meadows on the reinstallation of LPR system and IT room wire management.
- Coordinating and assisting SCS with installation of surveillance cams and WAPs at Morgan Levy office/rec room building.

### **Parks and Recreation**

- Parks Director and Events team met with the DCM, Trump National Doral Resort staff and fireworks vendor to discuss 4th of July Fireworks.
- Parks Director met with the Police Chief and the City Manager to discuss COVID Vaccine site at Doral Legacy Park.
- Parks Director and Assistant Director met with the project management team to discuss Life Fitness equipment update.
- Parks Director and Assistant Director met with the project management team to discuss Playground equipment for Doral Central Park.
- Parks Assistant Director met with Bill Gillan to discuss Baseball/Softball Netting for Doral Legacy Park
- Parks Assistant Director met with Miliani Construction to walk through Morgan Levy Park painting project.
- Parks Director attended weekly meeting with the Deputy City Manager to discuss ongoing department items.
- Parks Staff assisted the Police Department with scheduling appointments for the COVID-19 Vaccinations on Friday, March 26th.
- Parks Director attended site walk thru at Doral Legacy Park with Milo for potential COVID-19 vaccinations.
- Special Needs specialist hosted Special Olympics Tennis practice at Doral Legacy Park.
- Special Needs specialist hosted Special Olympics Soccer practice at Doral Meadow Park.
- Silver Club Virtual Bingo Night was held with 26 participants.
- Doral Legacy Park was used as COVID-19 vaccination site on Friday, March 26th.
- Youth Basketball League- Spring Season began team practices.
- The Silver Club hosted a virtual seminar with the University of Miami: How Sleep is Affected as We Age.

### **Police Department**

#### Arrests

- Felonies: 10
- Misdemeanors: 12
- Traffic: 0
- Warrants: 5
- DUI: 0

## Traffic Citations

- Hazardous Moving Violations: 281
- Non-Hazardous Moving Violations: 224

## Notable Arrests & Incidents

### Battery on a Police Officer

#### Aggravated Battery

#### Resisting Arrest with Violence

Two women were arrested after violently attacking police officers at City Place. Two Doral Police who were working an off-duty detail at the entertainment complex were advised by an employee that two women were physically assaulting the doorman of one of the bars. The officers responded to where the altercation was happening and as they tried to break up the fight the women turned their attention to the two officers and began to physically attack them. One of the officers was bit in the arm by one of the subjects. The subjects were eventually taken into custody and placed in the back of a police car. Moments later an officer noticed that one of the subjects had managed to free herself from the handcuffs. As they were bringing her out of the car the female became violent once again and had to be directed to the ground. As she was being handcuffed, she bit the leg of an officer who was kneeling next to her face. One of the officers involved received a serious contusion that punctured the skin as a result of the bite. The subjects were charged accordingly and taken to TGK.

### Suspicious Incident

Doral Police were summoned to a flower distributor located in the 9400 Block of NW 12 Street after employees found an abandoned assault rifle next to a trash dumpster located at the front of the building. The weapon was impounded and attempts will be made to identify and locate the registered owner as well as ascertain the circumstances that led to the rifle being left in front of the aforementioned business.

### Possession of a Firearm by a Convicted Felon

#### Possession of a Concealed Firearm

#### Open Carrying of a Firearm

Doral Police responded to the International Mall regarding three males that were walking around the mall, one of whom was seen by a shopper openly displaying a firearm. The responding officers located the three men and as they were being detained for further investigation, one of them fled outside. A foot pursuit ensued, and a police officer was able to apprehend the fleeing subject. A witness advised the officer that he had seen the subject throw a firearm onto the roof of the building. Police personnel were able to retrieve the firearm from the roof of the mall. A records check revealed that the subject had a prior felony conviction making it illegal for him to possess a firearm. The subject was arrested and charged accordingly. He was transported to TGK.

### Solicitation to Commit Prostitution

#### Resisting Arrest w/o Violence

#### Possession of Controlled Substances (Crystal Methamphetamine)

#### Possession of Drug Paraphernalia

#### Fraudulent Use of Identification

A Doral Police detective working in plainclothes and in an unmarked vehicle was patrolling the parking lot of a hotel located in the 7700 Block of NW 25 Street when he observed two women sitting outside the hotel. Upon seeing them one of the women whistled at the detective and

yelled; “Hey baby”. The two women approached the detective’s vehicle and offered to perform a sexual act for \$150. The detective exited his vehicle, identified himself as a police officer, and ordered the women to turn around so he could place them under arrest. A third woman tried to intervene by standing between the officer and the initial subject. The detective requested back-up and after a few minutes and a brief struggle all three subjects were taken into custody. A search incident to arrest of one of the subjects revealed she was in possession of Crystal Methamphetamine, drug paraphernalia, and debit cards and identification belonging to another person. The three subjects were charged accordingly and transported to TGK.

Battery on a Police Officer  
Resisting Arrest with Violence  
Disorderly Intoxication  
Hold for Magistrate

A Doral Police Officer responded to a request for back-up from a Florida Highway Patrol Trooper who was working in an off-duty capacity at a restaurant located in the 8600 Block of NW 12 Street. Upon arrival the Doral Police Officer assisted with an unruly and visibly intoxicated woman who was causing a scene. The woman was taken into custody without incident and transported to TGK. As she was being processed, she spit on the officer’s face exposing the officer’s face and eyes to the woman’s sputum. She was charged accordingly, and a Hold for Magistrate Order was requested to procure a search warrant in order to have the woman’s blood tested for possible diseases.

#### 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.
- The PIO granted several interviews to local television stations regarding a vicious attack on one of our police officers that occurred at City Place.
- 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

Wednesday 3/17/21

- 6700 NW 104th Ave. Int’l Doral Academy of Math & Science. School Detail.
- 11100 NW 27th St. Doral Academy High school, School Check.
- 10651 NW 19th St. Renaissance Elementary, School Check.
- 10311 NW 58th St. Divine Savior Academy, School Check.
- 2450 NW 97th Ave Doral Academy Elementary, School Check.
- 8360 NW 33rd St. Renaissance Middle School, School Check.
- 7950 NW 53rd St. Downtown Doral Upper School, School Check.

- 8390 NW 53rd St. Downtown Doral Elementary School. School Check.
- 10651 NW 19th St. Renaissance Elementary, D.A.R.E. taught by S.R.O. D. Guzman (10:45am-11:45am).
- 8390 NW 53rd St. Down Town Doral Elementary School, D.A.R.E. taught by S.R.O. E. Fernandez (9:00am-10:00am).
- 9464 NW 13th St. Bruno's Cafeteria Follow up.
- Juvenile Follow up.
- 5001 NW 104th Ave Doral House 3 H.O.A. Crime Prevention.

#### Thursday 3/18/21

- 6700 NW 104th Ave. Doral Int'l Academy Math & Science School Check
- Patrol Area 1 Crime Deterrence.
- 8455 NW 53rd Terr. Publix contact was made with GM J.C. reference ongoing problem.
- 2900 NW 109 Ave. Loyola K-4 Academy Class Presentation.
- 100 Costa Del Sol Blvd, Costa Del Sol, Safe cam/Trespass Presentation Follow up.
- 7540 NW 104th Ave Publix Liquor Watch Order made contact with manager.
- Midtown Doral Safecam Follow up.
- 3620 NW 79th Ave. Hampton Inn, Safecam Follow up, Human Trafficking w/Code Enforcement.
- 3875 NW 107TH Ave. Best Western Hotel, Safe Cam Presentation, Human Trafficking w/Code Enforcement.
- 10651 NW 19th St. Renaissance Elementary, D.A.R.E. taught by S.R.O. D. Guzman (10:45am-11:45am).
- 8390 NW 53rd St. Down Town Doral Elementary School, D.A.R.E. taught by S.R.O. E. Fernandez (9:00am-10:00am).

#### Friday 3/19/21

- 6700 NW 104th Ave. Doral Int'l Academy Math & Science, School Detail.
- 8390 NW 53rd St. Down Town Doral Elementary School, School Detail.
- 8390 NW 53rd St. Down Town Doral Elementary School, D.A.R.E. taught by S.R.O. E. Fernandez (9:00am-10:00am).
- 6700 NW 104th Ave. Doral Int'l Math and Science School, D.A.R.E taught by N.R.U. C. Dozier (8:30am-10:30am).

#### Monday 3/22/21

- 10311 NW 58th St. Divine Savior Academy, School Detail.
- 5875 NW 58th St. #104 Bank of America, Safecam Program
- 5875 NW 58th St. #100 Aldi, Safecam Program.
- 8600 NW 107th Ave Ronald Reagan High School, School Check.
- 4720 NW 85th Ave. Allegro, met with GM ref. Vaccine.
- Downtown Doral, Crime Deterrence.
- 7450 NW 104th Ave Taikin Sushi Bar. Safecam Program
- 7450 NW 104th Ave #104 Publix Liquor, Watch order.

#### Tuesday 3/23/21

- 6700 NW 104th Ave. Int'l Doral Academy of Math & Science. School Detail.
- 11100 NW 27th St. Doral Academy High school, School Check.
- 10651 NW 19th St. Renaissance Elementary, School Check.
- 10311 NW 58th St. Divine Savior Academy, School Check.
- 2450 NW 97th Ave Doral Academy Elementary, School Check.
- 8360 NW 33rd St. Renaissance Middle School, School Check.
- 7950 NW 53rd St. Downtown Doral Upper School, School Check.

- 8390 NW 53rd St. Downtown Doral Elementary School. School Check.
- 10651 NW 19th St. Renaissance Elementary, D.A.R.E. taught by S.R.O. D. Guzman (10:45am-11:45am).
- 8390 NW 53rd St. Down Town Doral Elementary School, D.A.R.E. taught by S.R.O. E. Fernandez (9:00am-10:00am).
- Midtown Doral Safecam Follow up.
- 6700 NW 104th Ave. Doral Int'l Math and Science School, D.A.R.E taught by N.R.U. C. Dozier (8:30am-10:30am).
- 8390 NW 53rd St. Down Town Doral Elementary School, D.A.R.E. taught by S.R.O. E. Fernandez (9:00am-10:00am).
- 10651 NW 19th St. Renaissance Elementary, D.A.R.E. taught by S.R.O. D. Guzman (10:45am-11:45am).

Office of Emergency Management

Continued cooperation with the Florida Department of Health in the vaccination of Doral residents and others at Legacy Park.

## **Public Affairs**

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 60,611. (157 additional followers)
- SOCIAL MEDIA HIGHLIGHT: Profile visits on Instagram increase 90% from prior week; Facebook Page Views up 51% from last week  
\*TOP POST OF THE WEEK- Instagram Post announcing vaccines in Doral reached over 10,600 people;
- Promoted multiple city events/initiatives including but not limited to: vaccines, Put It Down Campaign, Energov launch
- Design/Web Projects – Update of website for Energov Launch
- Event Coordination:
  - o MISO Live Streaming -3/27/21
- Participated in the evaluation committee for soccer programming bid
- Attended Virtual conference for Government Social Media
- Videos:
  - Published – Doral Park Bond Update – Morgan Levy Park
  - Published – Mayor’s Covid Update Re: Vaccines English
  - Published – Mayor’s Covid Update Re: Vaccines Spanish
  - Published – Inside Doral – Manolo Valdes Event
  - In Production -- Doral Shines- Drive Responsibly (Spanish version)
  - In Production – Kapow Virtual City Hall Tour
  - In Production – Earth Day video

## **Public Works**

- Scheduled the 2021 Earth Day “Tree Planting” event on Thursday, April 22nd, 2021.
- Scheduled the Dream in Green WE-LAB Virtual Workshop on Tuesday, April 20th, 2021 from 12PM to 1PM. The workshop will be open to the public and it will provide attendees with education and information on the relationship between water and energy and its effects.
- Sent all Adopt-a-Street program participants a formal email invite for the Global Cleanup event Citywide.

## **Transportation:**

- The City of Doral applied for the Community Development Building Grant Mitigation (CDBG-MIT) for a 50/50 match funding for the NW 58th Street Outfall Project. The Stormwater Division was advised by the CDBG-MIT Team that the NW 58th Street Outfall Project has been selected to move forward to the next phase. This phase consists of a field visit by the CDBG-MIT team at the project site where this future outfall will be located. The site visit is scheduled for Tuesday, March 30th at 9:00AM.
- Participated in the Better Bus Network Outreach Meeting
- Met with Doral Academy to discuss the proposed improvements as part of the City’s Traffic Operations Plan (TOP) Study
- Met with Doral Academy to discuss the proposed improvements as part of the City’s Traffic Operations Plan (TOP) Study
- NW 74 St. Traffic Signals at NW 97 Ave. and at NW 102 Ave - Contractor has submitted final payment with all “final” releases of liens.
- NW 41 St. Roadway Construction between NW 87 Ave. and NW 79 Ave - Contractor has completed 95% of lime rock base for final phase of project. Custom tops are scheduled to arrive next week. Contractor has completed 90% of guardrail and 100% of lighting has been completed; working on permit for FPL to energize lights.
- NW 112 Ave. (25 - 34 St.) Roadway Construction Improvements - Working on punch list items. Light poles and solar flashers on back order; expected to arrive in two weeks.