



Memorandum

To: Honorable Mayor and City Council
From: Hernan M. Organvidez, Interim City Manager
Subject: **Weekly Council Update/ July 25 - July 31, 2021**

Date: August 2, 2021

City Manager's Office

Interim City Manager, Special Assistant to the City Manager, Valdes, City Clerk Diaz, and City Attorney Figueredo held weekly Staff Meeting with Department Directors. The following items were discussed:

POLICE

Assisted with traffic and crowd at the departing point of a bus caravan that left for Washington D.C.

Increased enforcement detail because of visitors in Doral who attended the Rolling Loud music festival in Miami Gardens.

Police arrested two women for stealing liquor from the Total Wine & Liquor store. The women had approximately 40 unopened bottles of liquor in their car, and six outstanding arrest warrants between the two of them.

A Public Service Aide tested positive for COVID-19.

INFORMATION TECHNOLOGY

There are 27 outstanding items to correct on the EnerGov list.

Forty-nine items have been resolved.

EnerGov update testing is ongoing.

Working with ATT to procure Cells on Wheels (COWs) that can be used during emergencies to provide cellular phone coverage.

An IT employee has tested positive for COVID-19.

FINANCE

Finalizing budget.

One Finance Department employee tested positive for COVID-19.

HUMAN RESOURCES

One employee of the Human Resources Department tested positive for COVID-19.

One employee from AECOM was exposed to someone who tested positive for COVID-19.

PLANNING & ZONING

Finalizing the agenda for the Zoning Workshop.

Preparing the Public Notice for the Agenda meeting.

PUBLIC WORKS

Conducted interviews for the position of Public Works Assistant Director.

Completed installation of the police simulation room in the Training and Community Center.

Installation of new plants.
Installation of crosswalks by Miami-Dade County.

COMMUNICATIONS

Preparing the ceremony for the 20th anniversary of 911.
Coordinating the presentation of "Ocean" the police department's new horse at Ocean Mazda.
Offered a tour of the city to a reporter from Diario de Las Americas.

PARKS & RECREATION

Coordinating the Back-to-School and National Night Out.
Conducting interview for park manager.
Community mural at the After Dark event on Friday, July 30.

BUILDING

Conducting interviews for open positions.
Building Department employee is out of work due to surgery. Vendors could not provide a replacement employee.

CODE COMPLIANCE

An inspection of Downtown Doral swings where a resident was injured did not reveal any issues with the swing.

CITY CLERK

Preparing the agendas for Council meetings.

- Interim City Manager held meeting with Carmen Diaz, Capital Improvement Project Coordinator.
- Interim City Manager along with Special Assistant to the City Manager, Mr. Rey Valdes, Chief of Staff, Mr. Jean Carlo Canabal, Building Director, Ms. Jane Decker, Assistant Code Compliance Director, Mr. Danny Del Toro, Building Development Services Coordinator, Mr. Carlos Diaz, held meeting with Ms. Sylvia Carvalho, Property Manager from The Enclave regarding permit issues.
- Interim City Manager along with Special Assistant to the City Manager, Mr. Rey Valdes, held meeting with Councilwoman Cabral and Legislative Analyst, Mr. Christian Contreras to discuss the City of Flowers Designation.
- Interim City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez and Assistant Information Technology Director, Mr. Carlos Olivares.
- Interim City Manager along with Assistant Human Resources Director, Ms. Rita Garcia and Special Assistant to the City Manager, Mr. Rey Valdes, Mayor Bermudez and Chief of Staff, Mr. Jean Carlo Canabal held meeting with Mr. Mark Holcombe from Evergreen to discuss the final Compensation Study report.
- Interim City Manager along with Mayor Bermudez attended Jackson West Medical Center Opening.
- Interim City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez and

Assistant Finance Director, Ms. Solangel Perez.

- Interim City Manager held meeting with Eugene Bonfill-Collings from EXP, USA to discuss Parks Bond Projects.
- Interim City Manager held weekly meeting with Communications Director, Ms. Maggie Santos.
- Interim City Manager along with City Attorney Figueredo held meeting with Building Official, Mr. Vince Seijas, Planning and Zoning Director, Mr. Javier Gonzalez and Mr. Joe Jimenez from Codina Partners to discuss Doral Yard.
- Interim City Manager along with Information Technology Director held meeting with Department Directors and Assistant Directors regarding EnerGov 2021 1.2 Testing.
- Interim City Manager held meeting with Building Director, Ms. Jane Decker to discuss Building Department Hours.
- Interim City Manager along with City Attorney Figueredo, Interim Chief of Police, Mr. Raul Ubieta, Interim Deputy Chief, Mr. Daniel Borrego, Information Technology Director, Ms. Gladys Gonzalez held meeting with Public Safety IT Supervisor, Mr. Carlos De La Uz to discuss SafeCam/NDAA Compliant.
- Interim City Manager held Bond Meeting Process with AECOM staff members regarding Construction Management.

Capital Improvement Project Manager

Doral Cultural Arts Center:

- General Construction Activities:
 - o Drainage installation/excavation
 - Drainage system installation continues on north and west portions of the site.
 - Manholes, inlets, and HDPE piping on-going.
 - FPL visited site to identify buried conduits in conflict with drainage system on July 28th.
 - FPL will confirm whether conduits are theirs or not.
 - o Contractor smoothing the building address letters and correcting any pour flaws.
 - Pending architect inspection and approval.
 - o Segments of drainage system have passed inspection and are backfilled.
 - Construction is on-going.
 - o Grade beam and Column foundations excavations, reinforcement placement and formwork are on-going.
 - o KVC submitted four week lookahead on July 19th. The following activities will be performed in the upcoming weeks:
 - Form and pour slab on grade completed on the building interior.
 - Shoring and precast joist installation are on-going.
 - Roof level deck formwork.
 - Roof level beams and slab rebar install.
 - MEP deck rough-in.
 - Roof Level pour.
 - Roof Level form release.

- o KVC will begin tree root pruning/tree protection in the park in August.
 - Four (4) Live Oaks are to be relocated.
- o KVC is working on the irrigation line relocation is on-going coordination with the sub-consultants.
- o Contractor will start silt fence installation for construction parking area on July 30th.
- On-going construction submittals/RFI's.
- IT Department coordination is on-going.
 - o IT Department provided quotes for Access Control on July 22nd.
- AT&T pull box relocation on-going.
- Art in Public Places Package submitted to City of Doral Planning and Zoning Department on June 23rd.
 - o Hearing postponed to mid-August as some of the elements included on the package were disqualified by Planning and Zoning.
 - o Coordination call with Planning and Zoning was held on July 29th.
- Weekly OAC Meetings are held bi-weekly.
- PMT coordinated precast joist signing with Public Affairs on July 20th.
 - o Scheduled for Tuesday August 3rd.
 - o Public Affairs will provide a backdrop sign, table and a podium for the Mayor.
 - o Mayor, City Council members, City personnel, PMT, KVC and B&A personnel will sign a joist with a permanent marker.
 - o KVC will grade the entrance and add fresh aggregate layer to walk on.

Morgan Levy Park:

- Project completed.
- Financial closeout.
- MDC DERM Grease permit in review.
 - o Dry Run permit application was submitted to City of Doral Building Department on July 15th.
 - o Fees paid on July 20th.
 - o Comments received from DERM on July 23rd.
 - o Grease trap consultant prepared responses July 28th.
 - PMT coordinating conference call with DERM reviewer to discuss items before formal submittal.

White Course Park:

- Permitting process is on-going:
 - o City Manager released the installation of the sewer lateral within City's private property on July 22nd.
 - Public Works Department approach permit approved on July 23rd.
 - o Miami Dade WASD permit is on-going.
 - Currently working on the opinion of Title/Unity of Title with City's Attorney and outside council.
- General construction activities:
 - o Wall electrical rough-in. (partial)
 - Inspection passed.
 - o Formwork and reinforcement work for tie beams 100% completed.
 - o Tie beams concrete pour 100% complete.
 - o Building door frames infill 80% complete.

- Final pour will happen along with the raked beams.
 - Trusses to arrive Mid-August.
 - Electrical conduit layout on the west and south side of the property completed.
 - North-east quadrant incomplete due to delay on sewage extension permit approval.
 - Sewer extension construction approved on July 22nd to continue the North-east side portion of the site.
 - Sewer lateral construction (from Building to proposed manhole) to begin Monday August 2nd.
 - Site flat work is on-going.
 - Compacting delays due to moisture saturation.
 - Irrigation sleeves installation is on-going.
 - Driveway/parking lot subgrade completed.
 - Density testing completed
 - Driveway/parking lot limerock top layer graded.
 - Compaction on hold due to moisture saturation.
 - Contractor shall provide quote and corrections to carriers in order to provide proper maintenance access to carrier in walls on July 30th.
- General activities:
 - RFI's Submittals are on-going.
 - IT Department provided comments on all RFI's.
 - On site meeting held on July 28th to discuss RFI 29 with Chen Moore and come to a solution on the installation and maintenance for the toilet carriers.
 - Project Manager provided Parks Department with trimming samples for building exterior veneer/trims on July 27th.
 - Parks provided selection July 29th.
 - On site progress meeting was held July 28th.
 - Art in Public Places coordination is on-going.
 - Coordination meeting scheduled for August 4th.
 - Coordination with IT Department:
 - IT Department to provide Vendor's quotes/proposals:
 - CWD quote received on July 23rd (equipment and WAPs)
 - Purchase Orders to be requested.
 - IT included Crown Castle Contract Proposal to be discussed during August's Council meeting.

Doral Meadow Park:

- Pergola lap joints warranty work:
 - Warranty work completed on July 14th.
 - Final Inspection with City's Personnel for final approval scheduled for July 28th.
 - City approval provided on July 28th.
 - PMT requested final invoice and Lien release in order to complete the financial closeout of the project on July 28th.

Doral Central Park:

- Permitting Process is on-going:
 - CLOMR application was submitted to FEMA.
 - Currently under review by FEMA.
 - Phase I Soil Improvements:
 - City of Doral Building Department review completed.

- Bermello-Ajamil resubmitted Revision 4 comments.
 - City of Doral is now on concurrence review.
 - CRA submitted WASD Permit Drawing on July 6th.
 - Comments received on July 13th.
 - CRA resubmitted on July 15th.
 - Fees paid and is now in concurrent review.
 - Phase IV Recreational Center/Lake Wall Foundation:
 - City of Doral Building Department rework review completed.
 - Received comments from Structural, Plumbing, Floodplain, Electrical, and Building.
 - Bermello-Ajamil addressing comments.
 - MDC DERM under review.
 - Bermello-Ajamil addressing comments.
 - MDC Fire waiting for resubmittal (WASD permit).
 - MDC CORE waiting for resubmittal (WASD permit).
 - Department of Health Pool Permit Applications in review.
 - Geothermal well permit application submitted the Week of July 5th.
 - Currently under review.
 - Phase II & III Amphitheater, Ballfields and Skate Park:
 - City of Doral Building Department review completed.
 - Received comments from Structural, Plumbing, Mechanical, Floodplain, Electrical, and Building.
 - Bermello-Ajamil addressing comments.
 - Plans to meet the temporary irrigation needs of Phase 2/3 on turnover are being finalized.
 - Bermello-Ajamil addressing questions about the Amphitheater inspection.
 - Intertek - PSI will do Amphitheater canopy structure inspection. Form was sent on July 27th.
- General Activities:
- Weekly OAC meetings are on-going.
 - Art in Public Places approved for Council Recommendation.
 - Design Team addressing/implementing committee comments.
 - FF&E coordination is on-going.
 - Access control is being reviewed by the Program Management Team, Bermello-Ajamil and IT Department to ensure properly system.
 - City approved Temporary FLP easement for temporary power on the site.
 - Final review routed to the Legal Department.
 - Park and Recreation's shipping container site relocation coordination:
 - KL will have the pad ready for Park's Shipping containers (on DCP) this week.
 - KL will move the containers at no charge.
 - Contractor and Park staff started moving the container on July 28th
 - One or two containers to be moved per day.
 - Plans for temporary parking for 2021 voting election is being developed.
 - Kaufman Lynn, Bermello-Ajamil and the PMT conducting a final review of the Ball Field drainage grading plans.
 - The extension for the delivery of GMP phase 4 (Rec/Aquatic Center, etc.) is extended to September 13, 2021.
 - Kaufman Lynn, Bermello-Ajamil and the PMT/City began negotiation on GMP phase 2 and 3.
 - Kaufman Lynn received a Notice to Proceed for Phase 4 Sheet Pile work.

Doral Boulevard Pedestrian Bridge:

- RFP #2021-09:
 - o City Engineer Alternative Technical Concepts (ATC's) review due August 6th.

Trail Network:

- Sharrows Interlocal Agreement submitted to MDC on-going.
- Amendment to H&J contract accepted by the City's Attorney.
 - o H&J reviewing quantity take off provided by the City in order to come to an agreement of pricing.

Trails and Tails Park (Lighting Improvements):

- Lighting poles and bollards shop drawing submittals on-going.
- Construction Phasing Schedule and Diagram with pedestrian access completed.
- Coordination with Public Affairs for horizontal banner and A-Frame Design completed.
 - o Project Manager sent approved design to contractor for printing.
- PMT provided responses to IT Department comments provided back in October 2020 on July 28th.
- City of Doral Building Department permit application approved on July 30th.

Additional Items:

- PMT weekly Status of Projects held every Wednesday.
- Quarterly Park Bond Projects Report submitted for August Council Meeting.
- Preparing Annual Staffing Work Plan PMT.

Planning and Zoning

Occupational Licensing

- 3 Business Tax Receipt renewal for FY 2020-2021 processed this week.
- 5 Business Tax Receipt applications for new businesses have been received this week.
- 236 Business Tax Receipt renewal for FY 2021-2022 processed this week.
- 0 Alcohol Packets have been signed
- 0 new Temporary Outdoor Dining Permits (58 Temporary Outdoor Dining permits issued to date).

Planning and Zoning

- Addresses issued: 0
- Building Permits reviewed: 30
- Zoning Inspections conducted: 25
- Site plans reviewed/approved: 2
- The Planning and Zoning Department attended the Public Art Program Advisory Board meeting.
- The Planning and Zoning Director participated in the Bonds Meeting Process Re: Construction Management.
- The Planning and Zoning Director attended a meeting with the City Attorney- Re: Planning & Zoning Meeting Agenda Item- SDE.
- The Planning and Zoning Director conducted a 2nd round of Planner interviews with (2) candidates.
- The Planning and Zoning Director participated in a meeting to discuss SFRPC Council Meeting 7/26/2021 Agenda Items.
- The Planning and Zoning Director participated in a meeting to discuss the Urban3 consultant re: preliminary presentation of findings, Décor District workshop.

- The Planning and Zoning Director participated in a pre-application meeting- Raising Canes' restaurant.
- The Planning and Zoning Director attended an internal staff meeting with IT & PA to discuss the EnerGov BTR Renewal process.
- The Planning and Zoning Department worked with consultant to modify BTR invoices and BTR Renewal Notice.
- The Planning and Zoning Director participated in a webinar- Intersection Safety Part I of 3- Designing & Operating Intersections for Safety.
- The Planning and Zoning Director participated in a meeting to discuss the Lemon Property Potential Development.
- The Planning and Zoning Director participated in a meeting to discuss Century Midtown/ Conveyance of 53 Acre Preserve to the City of Doral.
- The Planning and Zoning Director participated in a meeting to discuss a storage facility at 5900 NW 102 Ave.
- The Planning and Zoning department staff participated in the weekly Doral/EnerGov Review meeting.
- The Planning and Zoning Director participated in a meeting with the City Attorney and Building Official to discuss the Doral Yard.
- The Planning and Zoning Director participated in a meeting to discuss RFP No. 2021-11 for Adaptive Re-Use Infrastructure Redevelopment- Page Turn Meeting- General Asphalt.
- The Planning and Zoning Director participated in an internal meeting to discuss Pop-Up Application and Checklist.
- The Planning and Zoning Director participated in a meeting to discuss Project Farmasi USA (PLAN-2105-0008).
- The Planning and Zoning Director participated in a meeting to discuss the AIPP Park Bonds Project.

Economic Development

- Attended Jackson Memorial West ribbon cutting event.
- Participated in City Learning and Action Lab Kickoff meeting with Miami-Dade committee and representatives from five Latino-majority cities across the US.
- Provided economic development content for Invest Miami's Doral special section.
- Promoted Prospera-Doral partnership in 'Stand Up Doral for Small Business' program.
- Accepted invitation from Goldman Sachs 10,000 Small Businesses at Miami Dade College to participate as interview panelist for next cohort.
- Coordinated SBDC @ FIU workshop series 'Step Up Your Start-Up' sessions in September and December.
- Met with US Department of Commerce's Eduardo Torres and Armenia, Colombia entrepreneur Claudia Marcella re: establishing her company's distribution operation in Doral with the support of the Sister Cities program.
- Met with Urban3 consultant re: preliminary presentation of findings, Décor District workshop.
- Met with Business Flare and Public Affairs re: Downtown Doral Arts District and Doral Décor District websites.
- Met with Aeon software re: software demo.
- Assisted Licensing Division with completion of Pop-Up Application Form and Pop-Up Checklist documents.
- Attending Greater Miami Convention and Visitors Bureau 2021 Partner Sales and Marketing Workshop.
- Administered ongoing 2020 CBO Grants, Façade Grants, PTSA Grants.

Building Department

- ADMIN: Director attended weekly staff meeting, Director & BO attended MDC BO meeting, Director attended RFP panel(s) for Adaptive Re-Use project, Director meeting with ICM about Bldg. Dept operating hours; Director & BDSC attended meeting with manager for Enclave at Doral, Parks Bond Meeting
- EnerGov Update: Team attended meetings with EnerGov Consultant and Tyler Team; Team attended IT Testing Meeting w/ ICM
- HUMAN RESOURCES ACTIVITIES: HR has made offers of employment to our plumbing and structural plans examiner candidates. Permit Clerk interviews conducted Friday 7/30.
- PROJECTS: JHS TCO Extension Walk, HDR Engineering TCO, Doral Yard TCO, Enclave Doral, CCHomes/Private Provider, Elite Centre NOVs
- APPLICATIONS: 126 (dn) Online Applications Received (all departments)
- PLANS REVIEWS: 223 (up) Plan Reviews (all departments)
- PERMITS ISSUED: 109 (up) Permits Issued (all departments) with a construction value of \$6.8 million (up) and \$68,377 permit fees collected (up)
- INSPECTIONS: 429 (up) Total Inspections Completed (all departments)
- PHONE CALLS: 742 (up) total for 29+ hours (up); 1089 total calls (dn) to all department extensions with 518 (47.5%) no answer (dn)
- LOBBY DATA (DORALQ): 170 (dn) Total Building Dept Customers; 34 Lobby Daily Average, 21 mins (dn) Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 1p mins (up))
- VELARO CHAT PORTAL: 3,610 (dn) Online Visitors

Active files in Review Coordinator as of 7/26/21:

- Review Coordinator numbers not valid until fix verified in test environment and upgraded (New: 354; Approved: 141, Failed: 3)
- Permit Status (FEES DUE): 432 (up) permits with payments pending* (See previous accomplishments for caveat)
- Permit Status (ISSUED, INSPECT): 2,708 (dn) active permits (1062,1646)
- Permit Status (SUBMITTED – ONLINE): 404 applications (up) (Backlog April (6), May (8), June (107), July (282)) - *Backlog files may include items already touched; working on status change updates.
- Item Review Status (BLUEBEAM QUEUED): 776 (dn) item reviews pending in all depts/trades

Code Compliance

- Assistant Director met with City Manager, Building Department, and residential community property manager to discuss roofing permit issues.
- Director and Assistant Director met with City Attorney and legal counsel of potential property owner to discuss hotel occupancy ordinance.
- Assistant Director was a panelist for Park Manager interviews.
- Director and Assistant Director attended biweekly EnerGov Stabilization Project status meeting.
- Director and Assistant Director met with commercial condo association president to discuss various issues affecting property.

Finance Department

- Accounts Payable: Processed 315 invoices, issued 171 Checks and 5 wires for a total value of \$1,201,810.17.
- Journalized the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Continued working on FY22 Budget.
- Processed the Council's payroll for staff for the month of July 2021.

PROCUREMENT

- A total of 17 PO's were created for a total value of \$11,105,360.54.

CITY OF DORAL PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 07/29/2021

- Solicitation No. and Title: RFP No. 2021-06 – HRIS and Payroll Software
Dept: Human Resource
Broadcast Date: 03/25/2021
Due Date / Bid Opening Date: 05/20/2021
Status: Phase II Evaluation Committee Scheduled for 08/09/2021.
- Solicitation No. and Title: RFP No. 2021-09 – Construction of Pedestrian Bridge - FDOT
Dept: Public Works
Broadcast Date: 04/01/2021
Due Date / Bid Opening Date: 05/05/2021
Status: 3 Shortlisted Firms; City Engineer completes review of ATCs and notifies Design-Build Firms scheduled on 08/06/21.
- Solicitation No. and Title: RFP No. 2021-11 – Design-Build Adaptive Re-Use Infrastructure Development
Dept: Public Works
Broadcast Date: 04/15/2021
Due Date / Bid Opening Date: 05/14/2021
Status: 2 Technical Proposals Received; Question and Answer written responses due on 8/03/21.
- Solicitation No. and Title: RFP No. 2021-15 – Recreational Programming
Dept: Parks & Recreation
Broadcast Date: 07/09/2021
Due Date / Bid Opening Date: 08/12/2021
Status: 6 Firms attending the Pre-Bid Meeting.

Human Resources

CURRENT JOB POSTINGS

- Building Inspector, Building Department, Open Continuous
- Chief Mechanical Inspector, Building Department, Open Continuous
- Mechanical Inspector (PT), Building Department, Open Continuous
- Park Ambassadors (Temporary), Parks & Recreation Department, Open Continuous
- Planner, Planning & Zoning Department, Open Continuous
- Plans Reviewer, Public Works, Closed on 8/2/2021
- Plumbing Inspector, Building Department, Open Continuous
- Police Officer, Police Department, Open Continuous
- Structural Plans Examiner, Building Department, Open Continuous

SPECIAL PROJECTS

On July 28, 2021, The City of Doral submission for the 2021 Florida Worksite Wellness Award was received and is currently under review for the award.

PRE EMPLOYMENT:

- Herman Quintana & Ivan Gonzalez are in the process for the position of Laborer I
- Maria Hernandez is the process for the position of Structural Plans Examiner
- Carlos Furones is the process for Plumbing Inspector
- Lazaro Napoles is the process for Auto Maintenance Helper

NEW HIRES:

- Alex Campbell was promoted to Park Manager effective 8/2/21
- Sergio Fernandez & Ysabella Martin, Police Service Aide, start date 8/2/21

Information Technology

- Public Safety Support - This week, the PD IT upgraded our IA software. IT met with Motorola to make a few changes to the new PICAD that will be using with Miami-Dade Police. To ensure all city cameras are in working order, a nightly review of all city cameras will be performed, that way we can address any issues quickly. IT is preparing a room for the Accreditation that will be performed this week. The yearly IT asset inventory is being wrapped to finalize its import to our asset tracker. IT cleared space on a shared drive at PD, drive is once again operational. Fleet management software was upgraded for the Fleet unit to be able to update the ECU on the police fleet vehicles.

- Security Manager

This week, over 94 emails were reported and analyzed for malicious intent. Continued remediation from security audit findings. Assisted AV Technician and PD IT with addressing an issue with local server account. Completed City-wide security awareness simulation.

- Systems Administration. This Week:

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

Virtual meeting with Dell to download the compatibility logs and schedule the storage Upgrade.

Extended the disk in the one server

Ran Windows Update in some servers and restarted.

Meeting with Microsoft about LAPS.

Meeting With Dell about storage.

Meeting With Dell about Chassis upgrade.

Weekly Virtual Meeting with team.

Ran Windows Update in some servers and restarted.

Fixed Windows Updated that failed in one Windows Servers in City Hall with Microsoft.

Ran script to remove extended attributes in Police Department file servers.

Completed July's server Windows Update.

Assisted the Network administrator to search for a fake email.

Update the Idrac for all Servers.

Meeting with Microsoft to check the problem in the Police Department file server

Assisted the AV Tech to fix the power issue in the server in the Glades Park

Tested our password system and only special accounts have permission.

Troubleshoot password Sync in Police department and it is working fine.

Assisted the AV Tech to fix the power issue in the Storage in the Glades Park

- Resolved 90 % support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events.
- Met with the Security101's technician to troubleshoot the second floor Card Readers at Glades Park (207 Cashier Door and 206 Solution Center Building).
- Met with the Security101's technician to troubleshoot the Card Readers (Glades Meeting Room 105 and Glades 104 room).
- IT Technician replaced the fingerprint reader for the Kronos machine at the Public Works Station.
- Installed new Monitor for Lazaro Herrera (BD).
- Setup new iPad for Code Compliance test.
- IT Technician met with the Ricoh technician to troubleshoot the 3rd floor Ricoh printer.
- Continue to work on reconciliation of physical inventory of IT equipment.
- System Analyst- This week:
 - Attended weekly support calls with Tyler support team and the different city departments
 - Troubleshooted and created tickets with Tyler support for outstanding issues
 - Assisted citizens with portal account registration and login issues
 - Followed up on all opened tickets with Tyler support and City Hall respective departments
 - Reviewed Release Documents and Testing Guide regarding upcoming system upgrade
 - Assisted Finance department with financial system workflow modifications
 - Updated smokescreen testing guide to provide to departments
 - Attended meeting for EnerGov testing process implementation
 - Created instructions to access new system test environment
 - Started test of new system in terms of configuration and setup
- AV Team conducted AV system maintenance at Glades Park
- AV Team setup/supported Webinar trainings for multiple Departments
- AV Team assisted Solution Center with EnerGov users
- AV Team provided AV support for Finance, PW, PD, PA, and HR Department
- AV Team assisted Help Desk with user issues/tickets
- AV Team Provided pre-bid/bidding recordings to Finance Department
- Network Administration
 - Participated in external and internal meetings.
 - Physically installed new hardware at the Main Data Center and also connected a redundant link for a security service. Also provisioned the network to support connectivity.
 - Supported AV Technician during troubleshooting of video services at Doral Glades Park.
 - Provided a requested phone report to the Police Department.
 - Supported the IT Security Manager during the investigation of security incidents.
 - Continued to monitor the Network and performed actions based on incidents.
 - Worked with the AV System Analyst and with the Intersection Analyst on a common project related to the City CCTV system.
 - Continued to work on remediations and following best practices as advised by a city's partner.
 - Provided support to the City and PD Help Desk.
- GIS Administration- This week:
 - Continue to conduct systems and communicate with vendor and internal Information Tech

team.

- Information Tech Staff meeting.
- GIS meeting with consultant.
- Created guideline for tree inventory new GIS app.
- Organized users/roles permission in GIS database.
- Tutorial GIS vendor video
- Updated GIS Art in Public Places web map app from GIS portal.
- GIS quick meeting with planning/zoning staff.
- As per planning/zoning dept's request, created and provided 5295 NW 79 AVE GIS aerial map in PDF.
- Installed GIS server patches on window server.
- Upgraded version GIS software on window server.
- Test GIS enterprise staging environment.
- Communicated users support.
- Continue to rebuild and test systems.
- Weekly GIS maintenance.

- Application Development- This week:
 - Changed and tested email settings in EnerGov.
 - Fixed IT Kace dashboard.
 - Provided list of sent invoice emails to PZ.
 - Worked on BTR description to business use field mapping.
 - Participated in EnerGov meetings.

- Intersection Technology System Support- performed maintenance and monitoring of License Plate Readers and traffic surveillance cameras to include field repairs.
- Continued working with Miami Dade PW, City of Doral, and Electrical engineer on the design/permit of Site 1, 13, 26, 27 and 30 LPR camera installation.
- Continued working with PM team and low voltage wiring contractor in the design/coordination/installation of all IT infrastructure/equipment at Morgan Levy, Cultural Center, White Coarse and Central Park.
- Started preventive maintenance of Genetec (Trafcam) System to correct view issues at PD Crime center.

Parks and Recreation

- Parks Director & Assistant Director attended meeting to discuss Tennis Courts at Doral Glades Park.
- Parks staff held Park Manager interviews.
- Parks Staff worked with the Boy Scouts to organize and fill the backpacks with school supplies for the National Night Out/ Back to School event Tuesday.
- Silver Club Virtual Bingo Night was held with 20 participants.
- Special Needs specialist held weekly Bowling practices at Bird Bowl with 36 participants.
- Special Needs specialist held weekly Basketball practices.
- Special Needs specialist held weekly Feel the Beat Dance classes.
- Community Art After Dark was held on Saturday July 31st at Doral Glades Park to celebrate the end of Parks & Recreation Month.

Police Department

Arrests 42

- Felonies: 8
- Misdemeanors: 16
- Traffic: 2
- Warrants: 14
- DUI: 2

Traffic Citations

- Hazardous Moving Violations: 390
- Non-Hazardous Moving Violations: 551
- Disabled Parking Violations: 18

Civil Citations

- Civil Citations: 3

Notable Arrests & Incidents

Burglary

Battery/Felony

Doral Patrol units responded to the intersection of NW 97th Avenue and NW 25th Street in reference to a possible battery. Upon arrival, the victim advised that an unknown male punched him while he was inside of this vehicle following a road rage incident. The subject reached into the victim's vehicle through the open window and punched him in the face with a closed fist, breaking and permanently disfiguring the victim's nose and then fled the area in a Jeep to which the victim was able to provide a tag number. The investigation was forwarded to the DPD General Investigations Unit, and a detective presented the victim with a photographic line-up. The victim positively identified the offender. The Defendant surrendered himself at DPD headquarters where he arrested and transported to TKG without further incident.

Public Information Office (PIO)

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

Neighborhood Resource Unit

- 87 Ave NW from 13 St. to 36 St. and 102 Ave, High Visibility through business areas
- 6100 NW 99 Ave, CFA Training
- 3719 NW 97 Ave, Meeting with Parks reference community room for National Night Out
- 7700 BLOCK NW 25 St, High Visibility through business area
- 1455 NW 107 Ave, International Mall, business area check
- 53 St NW 79 to 87 Ave, Downtown Doral area, Bike Patrol detail
- 7505 NW 101 Ave, Modern residential area, Resolving an issue with Airbnb
- 7600 NW 102 PL, Glades Park check
- 7550 NW 104 Ave, Publix, meeting with manager reference National Night Out
- 8453 NW 53 Terrace, Publix, meeting with manager reference National Night Out
- 10501 NW 112 Ave, Shoi's ref National Night Out
- 58 St NW 87 to 107 Ave, placing NNO event signs
- 5300 NW 102 Ave, Morgan Levy Park check
- 11645 NW 50 St, Trails & Tail Park check
- 11555 NW 58 St, Doral Meadow Park check
- 9831 NW 58 St, Any Lab Test Now Doral, NNO event follow up

- 9690 NW 41 St, Smoothie King, NNO event follow up
- 3719 NW 97 Ave, NNO logistics set up
- 8400 NW 53 Terrace, Downtown Doral, High Visibility area check
- 8180 Geneva Ct, Las Vistas, contact with Property Manager Cabrera
- 3599 NW 79 Ave, Miami-Dade Animal Service, NNO event follow up
- 1455 NW 107 Ave, International Mall, High Visibility area check
- 9700 NW 41 St, Shopping area, High Visibility area check
- 5300 NW 102 Ave, Morgan Levy Park check
- 11645 NW 50 St, Trails & Tails Park check
- 11555 NW 58 St, Doral Meadow Park check
- 10311 NW 58 St. Divine Savior Academy, school area check
- 7600 NW 98 Ct, Glades Park check
- 11402 NW 82 St, Legacy Park check
- 11200 NW 98 St, Shoi's restaurant, NNO event follow up
- 6700 NW 104 Ave, Academy Math & Science, school area check
- 7550 NW 104 Ave, Publix, meeting with manager reference National Night Out
- 8453 NW 53 Terrace, Publix, meeting with manager reference National Night Out
- 10501 NW 112 Ave, Shoi's ref National Night Out
- 97 Ave NW 12 to 37 St, Bike detail throughout business area
- Patrol Assistance with Traffic - Block SR826 Northbound ramp on NW 58 Street reference vehicle fire on SR826
- 8400 NW 53 Terrace, Downtown Doral area, High visibility and area check
- 4400 NW 87 Avenue, Trump Resort, area check
- 8651 NW 13 Terrace, Walmart, High visibility and area check
- 4101 NW 97 Avenue, Publix shopping complex, High visibility and area check
- 5001 NW 104 Ave, Doral Woods, Neighborhood Watch meeting

Office of Emergency Management:

- Continued preparing Statewide Mutual Aid Agreement Claim Form for services provided to the Town of Surfside in reference to the building collapse response.
- Attended Statewide Mutual Aid Agreement Documentation Webinar Training by Miami-Dade County Office of Emergency Management and County's Budget Office with other municipal partners.
- Attended Mitigation Grant Program Statewide Applicants Webinar Briefing by FDEM.
- Attended FEMA Funds Community Engagement for COVID-19 Vaccination's webinar.
- Created situation reports, and shared COVID-19 and other relevant news with Directors. Information also included weekly data (new format) provided by the Florida Department of Health (FDOH), FEMA documents regarding COVID-19 Public Assistance, etc. Information also included Surfside Situational reports from County's OEM.

Public Affairs

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 63,183 (18 additional followers)
- SOCIAL MEDIA HIGHLIGHT: Facebook page Likes up 83% ; Facebook Followers up 133%
- *TOP POST OF THE WEEK- Instagram post for Back to School/National Night Out reached 7k!
- Promoted multiple city events/initiatives including but not limited to: Best of the Best, Vaccines/Testing in Doral, Annual PD Report 2020, Back to School Tax Free Weekend

- Collaboration with Invest Miami for Upcoming Special Feature
- Collaboration with Miami Today for Special Feature
- Meeting with consultant for Doral Art District and Doral Décor District webpages
- Design/Web Projects – web updates to Parks pages, Best of Doral creatives, banner/flyer for Beam Signing Ceremony
- Media Alert/Press Releases Disseminated: Beam Signing Ceremony, Ocean Mazda Presentation, Back to School/National Night Out
- Meeting with Economic Development and Consultant about Doral Décor and Doral Design web page design in progress.
- Event Coordination:
 - o Beam Signing Ceremony for Cultural Center -8/3
 - o Ocean Mazda Horse Presentation 8/3
 - o 9/11 20th Anniversary Event – 9/11
- Event Coverage:
 - o Jackson Health West Opening
- Videos:

Published – Best of the Best Video Promo

Published – Inside Doral: Jackson Health West Opening

In Production – Doral Shines – Active and Healthy ENG

In Production – Doral Shines – Active and Healthy SPA

Public Works

- Training Center Simulation Room: Waypoint completed the double door installation and passed Building Trade inspections. Doors and walls painted. In addition, the VCT floor and Ceiling tiles were installed. Some ceiling areas left open due to pending mechanical rough inspection.
- Advance Roofing completed remedial roof work at the Doral Government Center, Public Works Warehouse, and the Police Department.
- Busy Body completed annual GYM inspections/maintenance the Doral Government Center and the Police Department.
- Participated on Dude Training Solutions trainings for the implementation of the new Work Order Software.
- Attended the 2021 Tree Cities of the World Virtual Conference July 27, 28, & 29, 2021.
- Held meetings with Emergency Management, Communications, Risk Management & Legal Review, PWD, and Finance to address comments of the Evaluation Report as part of the APWA Accreditation process.
- Scheduled the first meeting to discuss the Tree Protection Ordinance on 08/12/2021 with Building, Planning and Zoning, and Code Compliance.

- Held a meeting with APWA Accreditation Manager, Tracy Holland to review and address comments from the evaluation report dated 07/26/2021. PWD has until 09/23/2021 to address all comments.
- Held a meeting with Jonathan Jaramillo from the Florida League of Cities in regard to the provision of the Florida Municipal Insurance Trust (FMIT) for the City's safety program.

Transportation:

- Received approved Speed Feedback Sign Interlocal Agreement with Miami-Dade County for City execution.
- Attended Page Turn Meeting for RFP 2021-11 Adaptive Re-Use Infrastructure Redevelopment.
- Provided NW 66 St., NW 102 Ave., NW 99 Ave. Project Design cross sections to Miami-Dade County Solid Waste to discuss and help prepare the required harmonization agreement.
- Received revised quote from the Corradino Group for the Review of Parking System Implementation Approach analysis.
- NW 41 St. (87-79 Ave.) - Contractor continues working on punch list item and now Final release of retainage invoice.
- DEO CDBG Grant: The Stormwater Division submitted the Environmental Review Exempt Form, Solicitation, and Procurement Policy for the NW 58th Street Outfall Project to the DEO Grant Committee for review and approval.
- ITB 2020-31 "Sub Basin H-8 Phase II Stormwater Improvements": Notice to proceed has been executed and dated April 26, 2021. The awarded Contractor, Maggoc Inc., completed the installation of drainage along NW 52nd Street and along NW 77th Court up to NW 53rd Street. Contractor will begin tomorrow starting from NW 53rd Street.