



Memorandum

To: Honorable Mayor and City Council

Date: August 16, 2021

From: Hernan M. Organvidez, Interim City Manager

Subject: **Weekly Council Update/ August 8 - August 14, 2021**

City Manager's Office

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

POLICE

Sexual battery, MDC Police took the investigation
Assault with firearm, subject in custody
Gas leak
Structural Fire (no damage)
6 cases of COVID-19
Exposure for the entire squad
Assessment for accreditation went well

INFORMATION TECHNOLOGY

EnerGov issues; 38 open and 54 closed
Test EnerGov Update 70-80% (testing environment 3 issues/2 resolved)
Building 18% overall testing
Code Compliance everyone is testing (7 issues/1 resolved)
Finance is not able to test (Tyler cashiering)
LTC will go out to Maggie to post on the website
Building workshop with Planning and Zoning (BTR)
Dario is scheduling meetings with department directors regarding metrics

FINANCE

Budget books for the workshop are ready
Working with the County on Cares Act
Letter was drafted for the City Manager to review and sign
As we approach to the end of the fiscal year, we need to remind department heads to request pending invoices to process

HUMAN RESOURCES

Ready for budget workshop

PLANNING AND ZONING

Staff is testing EnerGov

Working on Agenda items for Zoning Council Meeting 8/25

Working with HR to post vacant positions

PUBLIC WORKS

Permit fees for A/C units are pending to be paid

Water dispenser permit in process

Security measures for simulation room (bullet proof glass)

PD Elevator permits received comments

Stormwater improvements on 77 Avenue/52nd and 54 Street

1 case of COVID-19

Presentation for Budget Workshop and Council Meeting ready

ECONOMIC DEVELOPMENT

Referrals for Prospera 'Stand Up Doral for Small Business' program

SBDC @ FIU workshop series 'Step Up Your Start-Up' sessions on September 29 (English) and December 7 (Spanish)

Participated on interviews for Golden Saks

PUBLIC AFFAIRS

Coordinating Mayor and Council back to school videos

Working on update message for EnerGov

Fencing banners for the Cultural Arts Center

Working on State of the City Address comments

Coordinating 9/11 Event

BUILDING

Conducting inspectors' interviews

Two positions were hired from within

Working on Permit Clerks positions

Pinecrest Bakery issues resolved

CODE COMPLIANCE

Dashboard metrics (meeting with Dario scheduled)

Meeting with Department Directors and Dulce regarding tree ordinance

Working on Memo for new employee coming aboard

Working on blast email for property managers

Staff working on EnerGov testing mode

PARKS

Coordinated National Night Out with Police Department

1,000 people attended

This is the last week of summer camp

Resurfacing Morgan Levy Park playground

CITY ATTORNEY

Make sure to look at piggy bag contracts; if is not Florida, City Attorney will reject it

CITY CLERK

Budget workshop order as follows:

HR

Evergreen

Plant Moran

EnerGov Departments

Rest of the Departments

- Interim City Manager held individual meetings with Councilmembers to review Council Meeting Agenda for August 11th, 2021.
- Interim City Manager along with Special Assistant to the City Manager, Mr. Rey Valdes attended Budget Workshop for Fiscal Year 2021-2022 held August 10.
- Interim City Manager along with Special Assistant to the City Manager, Mr. Rey Valdes attended Council Meeting held August 11.
- Interim City Manager along with City Attorney Figueredo held meeting with Eugene Collings-Bonfill from EXP, US regarding Art in Public Places.
- Interim City Manager along with Special Assistant to the City Manager, Mr. Rey Valdes held weekly meeting with Finance Director, Ms. Matilde Menendez.
- Interim City Manager along with Special Assistant to the City Manager, Mr. Rey Valdes held weekly meeting with Human Resources Director, Mr. John Prats and Assistant Human Resources Director, Mr. Rita Garcia.
- Interim City Manager along with Special Assistant to the City Manager, Mr. Rey Valdes held weekly meeting with Public Affairs Communications Director, Ms. Maggie Santos.
- Interim City Manager held Bond Meeting Process with AECOM staff members regarding Construction Management.
- Interim City Manager along with City Attorney Figueredo, City Clerk Diaz and Special Assistant to the City Manager, Mr. Rey Valdes held meeting with Department Directors to discuss After Action for Council Meeting held August 11th.
- Interim City Manager along with Chief of Staff, Mr. Jean Carlo Canabal, Special Assistant to the City Manager, Mr. Rey Valdes, Building Director, Ms. Jane Decker and Building Official, Mr. Vince Seijas held meeting with AM Best Roofing regarding 5670 N.W. 116 Avenue.

Capital Improvement Project Manager

Doral Cultural Arts Center:

- General Construction Activities:
 - o Drainage installation/excavation
 - Drainage system installation on north and west portions of the site is on-going.
 - Manholes, inlets, and HDPE piping on-going.
 - o Contractor smoothing the building address letters and correcting any pour flaws.
 - Received verbal approval from the Architect.

- o Portions of the roof deck is scheduled to be poured on August 12th.
- o Grade beam and Column foundations excavations, reinforcement placement and formwork completed.
- o KVC submitted four week lookahead on July 19th. The following activities will be performed in the upcoming weeks:
 - Concrete slab on grade completed on the building interior.
 - Shoring and precast joist installation is completed for BOH, multipurpose room, and lobby.
 - Roof level deck formwork completed and ready to pour deck.
 - MEP deck rough-in is upcoming.
 - Roof Level form release.
- o KVC completed tree root pruning/tree protection in the park on August 6th.
 - Four (4) Live Oaks were relocated.
- o KVC is working on the irrigation line relocation is on-going coordination with the sub-consultants.
- o Contractor silt fence installation for construction parking area is completed and ready for inspection.
- On-going construction submittals/RFI's.
- IT Department coordination is on-going.
 - o Access Control contract agreement to be routed for execution.
 - o Conduit and Junction boxes identified for cameras to be mounted to light poles. Must coordinate with Codina on running wires up through the light poles.
 - o Finalized location, elevation, and section of Interactive Display.
 - o Conduit layout and sizing confirmed and approved by City IT, Contractor, and Design Team.
- AT&T pull box relocation on-going.
 - o Scheduled for late November as the area is used as laydown for materials.
 - o KVC will provide the current schedule to have the relocation of the box around late November or early December.
- Art in Public Places:
 - o Pending confirmation of approval elements from Planning and Zoning Department.
- Weekly OAC Meetings are held bi-weekly.
- Parks and Recreation Department confirmed labels and location for the trash receptacles lids, they
- PM gave the necessary instructions to KVC to prepare the site for Tropical Storm Fred.
- PM provided to Parks and Recreation the building signage submittal, waiting confirmation on the Code of Ordinances and the park building operational hours.
- City of Doral Building Official provided early start work authorization to pour concrete Thursday 12th at 5:00 AM.

Morgan Levy Park:

- Project completed.
- Financial closeout.
- MDC DERM Grease Trap permit in review.
 - o Comments received from DERM on July 23rd.
 - o Grease trap installation is in review to be compliant with current code.
 - Subcontractor is addressing comments new requirements.

White Course Park:

- Permitting process is on-going:

- 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:
 - Wall electrical rough-in is on-going.
 - Building door frames infill is on-going.
 - Trusses to arrive August 18th.
 - Wall electrical rough-in is on-going.
 - Building door frames infill is on-going.
 - Trusses to arrive August 18th.
 - Electrical conduit layout 90% complete.
 - Sewer extension construction on the North-east side portion of the site completed up to the new manhole.
 - Pending installation between new manhole and existing manhole.
 - Sewer lateral inspection passed (partial).
 - Site flat work is on-going
 - Fill to grade is completed.
 - Site grading is 30% completed.
 - Irrigation sleeves installation is on-going.
 - Pending completion due to sewer extension.
 - Driveway/parking lot lime rock top layer graded is completed
 - Density tests and inspection passed on August 11th.
 - Contractor shall provide quote and corrections to carriers in order to provide proper maintenance access to carrier in walls.
 - Waiting design team approval.
 - Site layout surveyed for sidewalks, pavilions, off-leash dogs' areas, playground, putting green and fitness equipment.
 - Off leash dog areas underground plumbing installation and percolation pit is completed.
 - Inspection passed August 11th.
- General activities:
 - RFI's Submittals are on-going.
 - Purchase Order for Owner Direct Purchase approved.
 - Art in Public Places coordination is on-going.
 - Pending approval from Planning and Zoning Department on selected elements.
 - Parks and Recreation provided approval for playground artwork on August 10th.
 - Coordination with IT Department is on-going.
 - IT Department to provide Vendor's quotes/proposals:
 - Purchase Order for CWD quote for equipment and WAPs was issued.
 - IT included Crown Castle Contract Proposal to be discussed during August's Council meeting.
 - PM gave the necessary preparedness instructions to Waypoint for Tropical Storm Fred.
 - Parks and Recreation provided Google maps address update.

Doral Meadow Park:

- Final invoice and Lien release and provided to the City to complete the financial closeout of the project.
 - Waiting on Final Lien Release.

Doral Central Park:

- Permitting Process is on-going:
 - o CLOMR permit is currently under review by FEMA.
 - o Phase I Soil Improvements:
 - City of Doral Building Department permit issued.
 - Pending Water and Sewer approval.
 - CRA submitted WASD Permit is in concurrent review.
 - Class V Dewatering permit is in review.
 - o Phase IV Recreational Center/Lake Wall Foundation:
 - City of Doral Building Department rework review completed.
 - Bermello-Ajamil submitted revision.
 - 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 in review.
 - Geothermal well permit application currently under review.
 - Doral Central Park Phase IV Site Plan Review approved.
 - o Phase II & III Amphitheater, Ballfields and Skate Park:
 - City of Doral Building Department review completed.
 - Bermello-Ajamil addressed comments.
 - Plans to meet the temporary irrigation needs of Phase 2/3 on turnover are being finalized.
 - Kaufman Lynn is finalizing temporary dumpster placement during Phase 2/3 turn over to the city (before the completion of Phase 4).

General Activities:

- o Weekly OAC meetings are held every Thursday.
- o IT Department coordination is on-going:
 - Updated Telecom plans from Osborn Engineering have been relayed to City IT to finalize the Access Control System with Security 101.
 - Coordination meeting held August 12th.
- o Art in Public Places approved for Council Recommendation.
 - Design Team addressing/implementing committee comments.
 - Elements are being reconsidered and a “Call to Artist” is to be released.
- o FF&E coordination is on-going.
 - Source well, a State Contract was approved by Council to be used for the procurement of gym equipment from Life Fitness.
 - Quotes from Life Fitness has been approved by Parks and Recreation to lock in pricing prior to surcharge due to material cost increases.
 - Quotes to be routed for City Manager’s approval.
- o Electrical Temporary FLP easement is on-going.
- o Kaufman Lynn is working on temporary parking for 2021 voting election.
- o Kaufman Lynn, Bermello-Ajamil and the PMT conducting a final review of the Ball Field drainage grading plans.
- o Kaufman Lynn, Bermello-Ajamil and the PMT/City began negotiation on GMP phase 2 and 3.
- o Consultants addressed Doral residents’ concern regarding the Marsh Rabbits during the construction.

Doral Boulevard Pedestrian Bridge:

- RFP #2021-09:
 - o City Engineer Alternative Technical Concepts (ATC's) review due August 13th.

Trail Network:

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

Trails and Tails Park (Lighting Improvements):

- IT Department coordination is on-going.
 - o PM requested to the Engineer to provide sketch to show all IT comments previously provided.
- On site progress meeting held on August 11th.
- Conduit layout on the Parking Lot/trails area is 30% complete.
- Project Manager requested information regarding what to do with the solar power bollards to Park and Recreation Department.

Additional Items:

- PMT weekly Status of Projects held every Wednesday.
- Preparing Annual Staffing Work Plan PMT.
- July invoice and monthly report are being prepared.

Planning and Zoning

General:

Occupational Licensing

- 8 Business Tax Receipt renewal for FY 2020-2021 processed this week.
- 16 Business Tax Receipt applications for new businesses have been received this week.
- 127 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: 4
- Building Permits reviewed: 66
- Zoning Inspections conducted: 22
- Site plans reviewed/approved: 3
- The Planning and Zoning Director attended a meeting with the City Attorney to discuss Downtown Doral Liqui.
- The Planning and Zoning Director participated in the Bonds Meeting Process Re: Construction Management.
- The Planning and Zoning Director attended a meeting with the Interim City Manager to discuss removing a Line Item from the Proposed Budget.
- The Planning and Zoning Director participated in the weekly Staff Meeting.
- The Planning and Zoning Director conducted a department staff meeting to discuss the August Zoning Meeting Agenda Items Status.
- The Planning and Zoning Director attended the weekly Energov 2021 1.2 Upgrade meeting.
- The Planning and Zoning Director participated in a meeting to discuss DCAD- AIPP.

- The Planning and Zoning Department Staff participated in the weekly Doral/Energov Review meeting.
- The Planning and Zoning Director attended the Budget Workshop FY 21-22 meeting.
- The Planning and Zoning Director participated in a Webinar- Intersection Safety Part 3 of 3- Unsignalized Intersection Safety.
- The Planning and Zoning Department met the LPA/Zoning Agenda Deadline.
- The Planning and Zoning Director participated in a meeting to discuss the Urban3 Project Presentation.
- The Planning and Zoning Director participated in the After-Action meeting.
- The Planning and Zoning Director participated in a meeting to discuss Tree Protection & Land Development- 1st Draft Review Comments.
- The Planning and Zoning Department Staff participated in the Energov test environment to test plans/permit submittals and reviews.
- The Planning and Zoning Department worked on an Action Plan for Temporary Outdoor Dining Permits.
- The Planning and Zoning Department created an informative draft for home-based businesses.

Economic Development

- Met with Carlos Guerra, Enterprise Florida, and provided orientation to Argentine pharma distribution firm interested in setting up operation in Doral.
- Met with Chris Odom, Crow Holdings, re: economic data about Doral.
- Met with Urban3 and Planning and Zoning Director re: findings and presentation.
- Met with Edward Cruz re: new business orientation.
- Met with Aeon AI representative re: product demo.
- Coordinated referrals for Prospera 'Stand Up Doral for Small Business' program.
- Coordinated SBDC @ FIU workshop series 'Step Up Your Start-Up' sessions on September 29 (English) and December 7 (Spanish).
- Followed up with Keyes Commercial realtor Lisa Kennedy re: economic data.
- Participated in City of Doral Budget Workshop, City Council Meeting and After-Action Meeting.
- Gathered data and wrote content for Q2 Quarterly Economic Report.
- Coordinated school supplies delivery with vendor and schools.
- Assisted Licensing Division with completion of Pop-Up Application Form.
- Administered ongoing 2020 CBO Grants, Façade Grants, PTSA Grants.

Building Department

- ADMIN: Director attended weekly staff meeting via Teams, Director presented FY22 Highlights at Budget Workshop and virtually attended Council Meeting; Director attended EnerGov Testing meeting with DevServices Directors w/ IT Director; Parks Bond Meeting; After Action meeting; ICM visited with department, set expectations for testing.
- EnerGov Update: Team attended meetings with Tyler Team; Department continues with prescribed kickoff testing lessons EnerGov 2021.1; development of an overall testing plan with Chiefs and working toward 9/23 Re-Go Live.
- HUMAN RESOURCES ACTIVITIES: Positions posted. Plumbing Inspector Carlos Furones scheduled to start 8/30.
- PROJECTS: BO visited City Place following complaints of building movement, followed up with report and recommendations; follow-up on final revisions for Pinecrest Bakery; District79; AM Best Roofing.

- APPLICATIONS: 144 (up) Online Applications Received (all departments)
- PERMIT & PLANS REVIEWS: 197 (up) Plan Reviews (all departments incl clerical)
- PERMITS ISSUED: 101 (up) Permits Issued (all departments) with a construction value of \$11 million (up) and \$87,000 permit fees collected (up)
- INSPECTIONS: 327 (dn) Total Inspections Completed (all departments)
- PHONE CALLS: 787 (dn) total for 27+ hours (dn); 1,058 total calls (dn) to all department extensions with 574 (54%) no answer (dn)
- LOBBY DATA (DORALQ): 221 (dn) Total Building Dept Customers; 44 Lobby Daily Average, 18 mins (dn) Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 15 mins (up))
- VELARO CHAT PORTAL: 4,044 (up) Online Visitors, 1 of 8 chats completed, Handle time 1:50m

Active files in Review Coordinator as of 8/11/21:

- Review Coordinator numbers not valid until fix verified in test environment and upgraded (New: 224; Approved: 90, Failed: 11)
- Permit Status (FEES DUE): 454 (up) permits with payments pending* (See previous accomplishments for caveat)
- Permit Status (ISSUED, INSPECT): 2,656 (up) active permits (1083,1573)
- Permit Status (SUBMITTED – ONLINE): 447 applications (up) (Backlog April (5), May (8), June (83), July (210), August (141)) - *Backlog files may include items already touched or workflow has been abandoned; working on status change updates.
- Item Review Status (BLUEBEAM QUEUED): 837 (up) item reviews pending in all depts/trade

Code Compliance

- Director met with second floor departments to discuss developments of "tree protection" ordinance.
- Field Supervisor assisted in coordinating and mediating meeting for recurring noise issues between multiple parties.
- Director met with IT department to revise internal dashboard metrics.
- Department presented The South Florida Police Benevolent Association with the Keep Doral Beautiful Award for the month of August during Council Meeting.
- Director presented proposed budget during budget workshop.
- Department reviewed and provided comments on new "Electric Vehicle Charging" ordinance to Planning & Zoning Director.

Finance Department

- Accounts Payable: Processed 90 invoices; 124 checks printed for a total of \$945,015.
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Held Budget Workshop for FY2022 Proposed Budget.

PROCUREMENT

- A total of 27 PO's were created for a total value of \$377,060.

CITY OF DORAL PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 08/11/2021

- 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 08/16/2021.
- 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 08/13/21.
- 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 8/17/21.
- 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

- Administrative Assistant II/Outdoor Events Coordinator, Closes on 08/25/2021
- Assistant Park Manager, Parks & Recreation, Closes on 08/16/2021
- Building Inspector, Building Department, Open Continuous
- Facility Manager, Public Works Department, Open Continuous
- Laborer I, Public Works Department, Open Continuous
- Mechanical Inspector (PT), Building Department, Open Continuous
- Park Ambassadors (Temporary), Parks & Recreation Department, Open Continuous
- Permit Clerk, Building Department, Closes on 08/16/2021
- Planner, Planning & Zoning Department, Open Continuous
- Plans Examiner (Mechanical), Building Department, Open Continuous
- Plans Reviewer (PW), Public Works Department, Open Continuous

- Plumbing Inspector, Building Department, Open Continuous
- Police Officer, Police Department, Open Continuous
- Project Inspector, Public Works Department, Open Continuous
- Structural Plans Examiner, Building Department, Open Continuous
- Transit Road Supervisor, Public Works Department, Open continuous
- Receptionist/Recreation Service Aide, Parks & Recreation, Open Continuous
- Recreation Service Aide, Parks & Recreation Department, Open Continuous
- Accounting Clerk (Parks & Recreation), Parks & Recreation Department, Closes on 08/27/2021

SPECIAL PROJECTS

- HR continues to manage and coordinate COVID-19 related exposures and quarantine periods
- HR is working with the City Attorney's Office in the development of new interview and selection guidelines
- HR is working with the City Attorney's Office to obtain a legal sufficiency review for the 2021 Employee Policies and Procedures Manual
- HR is drafting updated procedures to handle COVID-19 related policies and procedures
- HR continues to work with the Crowe internal Auditors, providing requested documents

NEW EMPLOYEES

- Alfred Pereira, Accountant, start date 8/9/21

PROMOTIONS

Congratulations to our newly promoted City of Doral staff members!

- Nerea Recalde is promoted to Special Needs Coordinator effective 8/16/2021
- Jorge Granadillo is promoted to Chief Mechanical Inspector 8/2/2021
- Alex Campbell is promoted to Park Manager effective 8/2/2021
- Rita Carbonell is promoted to Assistant Public Works Director 8/9/2021

Information Technology

- Development Services Software (WeB – We Build Doral!)

We are resolving Energov post-Implementation issues with the support of the vendor's expert team. Creating new procedures also.

We are finishing user acceptance of second batch of forms, waiting on users to define third batch of forms.

We are doing tests of moving old permitting attachments to new enterprise system to facilitate users process soon.

- Smart City projects are underway:
- FPL 2 LPR Poles/Public Safety Project:

Vendor informed they resubmitted Site 1 with some changes last week and waiting on MDC review. We are still waiting on Miami Dade for sites 27 and 30. We are performing the activities for the installation of enclosures and camera. Vendor informed they applied for the permits from Miami-Dade after performing corrections, but they haven't been approved. We continue the process to start construction and ensure all paperwork for approval of MOT is obtained. We are also preparing requirements and coordinating installation of enclosures and camera at site 13. Project is 68 % completed.

- WCCD 37122- New Smart City Certification Project

We had award presentation this week as the first American City who has obtain this WCCD ISO 37122 Early Adopter Certification. This second level Smart City certification focuses on Sustainable Cities and Communities.

Project is 100% completed

- HRIS New System Project

We are waiting on evaluation committee to meet for RFP decisions. We had bid opening May 20 after answering some vendors questions of the pre-bid sessions related to detail requirements for each module utilized in the HR department including payroll, time & attendance, performance, learning, core HR and e-forms. Team will continue waiting for RFP answers from vendors.

Evaluation Committee will meet June 23rd.

Project is 21% completed

- Upgrade Facility Dude Project

We have started the conversion of data and verifications of Parks implementation this week. We will be working next week on testing conversion and updating environment for Stormwater, Parks, Streets and Facilities. We had one on one sessions with consultant, vendor have been preparing new environment for testing. Our City of Doral team have performed many tasks to perform Clean up on excel sheets including users, assets, locations, GIS layers and data required.

Project is 34% completed

- WCCD 37120- Yearly Smart City Certification Project

Auditors have submitted comments, we are updating information for our workbook. We just received from Department of Agriculture food security environmental information. This week we completed all the review for information. We will re-submit workbook for review next week when we receive some pending answers.

Project is 92% completed

- AV Team setup/supported/live streamed Council & Budget meeting
- 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
- AV Team did monthly EOC inspection

- Public Safety Support - This week, the PD IT continues testing the County CAD new platform. New speed lasers were added to the mobile cad to update the list. A refresher of the Arm360 was attended by the IT Supervisor. Various tickets were solved by our CAD vendor. A meeting was attended where collision avoidance equipment was demoed, to better serve the safety of officers. the laptop of the Emergency Management personal was checked to ensure it can work remotely in anticipation for Tropical Storm Fred. The latest updates were applied to our Internal Affairs software. the yearly inventory has been complete. IT staff is cleaning up the form to submit to City Hall IT.

- Resolved 90 % support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events.
- Provided support for the Council Meetings.
- Helped with setup of Energov for iPad.
- Reviewed blueprints for the access control at Doral Central Park.
- Replaced the 6 new iPads for Code Compliance.
- Modified door schedule for night events.
- Continue to work on reconciliation of physical inventory of IT equipment.

- Security Manager

This week, over 89 emails were reported and analyzed for malicious intent. Continued remediation from security audit findings. Assisted the Help Desk Supervisor in removing licenses from users no longer with the City.

Assisted Database Administrator with restoring service accounts for testing purposes. Assisted Help Desk with multi-factor authentication for a loaned device.

- Systems Administration. This Week:

Created a security Group and GPO to manage the local administrator for AV Servers.

Meeting with Dell to check the pre-installation to upgrade a VxRail.

Checked the file system archiving in Police Department after run the script and it fixed a lot of issues.

Weekly Virtual change management Meeting with team.

Meeting with Dell to fix the issues found on the pre-installation check to upgrade a VxRail.

Weekly Virtual Meeting with team.

Added resources to a file server and restarted it.

Assisted the DBA to restart the 3 servers that were pending.

Assisted the Helpdesk supervisor to create new share and give the permissions to group not individually.

Synchronized the Update Server with Microsoft updates and downloaded 10 new updates.

Meeting with Microsoft to configure password system.

Assisted the helpdesk supervisor to fix a user profile

Called the backup solution to check index issue and the OS type of the VM is not compatible.

Upgraded 2 ESXi hosts at the NAP.

Started the Windows Update in some pilot servers.

Upgraded 2 ESXi hosts at the NAP, completed the M640 Cluster.

- Network Administration

- Configured advanced phone features for users from the PZ Department.

- Assessed and troubleshoot Wi-Fi services and coverage strength.

- Supported the AV Analyst with sharing services and external accessing.

- Met with the Designer Team from Doral Cultural Arts Center and addressed IT concerns.

- Continued to monitor the Network and performed actions based on incidents.

- Supported the PD Technicians with accessing on-premises network resources.

- Began tuning the IT Main Monitoring System and added new sensors to monitor newly acquired devices. Also, performed software updates on the monitoring systems.

- Continued to work on remediation and following best practices as advised by a city's partner.

- Configured different phone reports and presented them to management.

- 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

- Coordinated meetings between Tyler support and city staff for different issues

- Attended meeting for Energov testing process implementation

- Continued test of new system in terms of configuration and setup

- Reported issues found during testing process of new version

- Assisted Building inspectors accessing the system from the iPads

- Performed upgrade of IG Inspect on inspectors iPad

- Met with testers from different departments to confirm login and access needed

- Attended Energov upgrade weekly meetings with Directors

- GIS Administration- This week:

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

- Information Tech Staff meeting.

- Researched GIS products.
- Tutorial GIS video.
- Updated communication service tax as per finance dept's request.
- Followed up with police department about GIS update school information map.
- As per public works dept's request, provided LPR system map in PDF.
- As per information tech dept's request, provided aerial Doral map in PDF for cameras system.
- Test GIS enterprise staging environment.
- Communicated users support.
- Continue to rebuild and test systems.
- Weekly GIS maintenance.

- Database Administrator:

- 1.- Working on the migration of the Existing Power Bi Database to a new repository server.
- 2.- Attended meeting with the Code Compliance Director to go over the Internal Dashboard metrics data, changes requested have been applied to the Internal and External Dashboards.
- 3.- Attended meeting with the Public Works General Services Administrator to discuss new metrics to add to the Internal Dashboard.

- Application Development- This week:

- Worked on My Reviews clean up.
- Modified Doral-Q menu for BD.
- Investigated Energov user login history.
- Helped users with Energov login issues to TEST environment.
- Updated IAA for Plan status in TEST.
- 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 Course and Central Park.
- Continued working on Site 13 (NW 36 St & 79 Av) LPR installation Underpower Electric to complete electrical service installation, also reprogrammed Wi-Fi bridges to new IPs.
- Restore power on Site 22 with HP Electric due to damaged cable by sewer contractor, pending is fiber interconnect repairs between NEC and NWC.

Parks and Recreation

- Parks Director attended FY21-22 Budget Workshop.
- Bid Opening was held for RFP #2021-15 Recreational Programming.
- In partnership with Zoo Miami, Doral Glades Park held Butterfly/Earth Agents event.
- Last week of summer camps was held at Doral Legacy Park & Morgan Levy Park.
- Parks Department held a backpack pick up for those who had registered for the backpack giveaway to pick up their bags if they were unable to go to the event last week.
- The Silver Club held Virtual Bingo with 21 attendees.

Police Department

Arrests 26

- Felonies: 5
- Misdemeanors: 8
- Traffic: 4
- Warrants: 8
- DUI: 1

Traffic Citations

- Hazardous Moving Violations: 431
- Non-Hazardous Moving Violations: 444
- Disabled Parking Violations: 33

Civil Citations

- Civil Citations: 3

Notable Arrests & Incidents

Aggravated Assault with a Firearm

Doral Detectives and Patrol units were summoned to the area of 1800 NW 89th Place regarding threats with a gun. Upon officer's arrival, they were met by the victim who told them that he was assaulted by another employee. Victim told officers that he was confronted by the male subject and asked him to follow him to the parking lot. Once outside, the male subject told the victim that he needed to stop harassing him or there was going to be consequences. The victim told officers that he was oblivious to any problems the male subject was accusing him of. The victim told officers that the male subject then lifted his shirt where he showed the handle of a handgun concealed in his waistband. The victim told officers that he was in fear and returned into the warehouse where he summoned police. Video of the location shows the incident corroborating the victim's story. The subject was arrested and transported to TGK.

Grand Theft

Doral Patrol units were alerted via the License Plate Reader of a stolen vehicle reported by Miami-Dade Police Department in the area of 87th Ave and 36 Street. Officers immediately began canvassing the area and located the stolen vehicle at 97th Ave and 41 Street. A traffic stop was conducted, and a male subject was taken into custody. The male subject was later transported to TGK.

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
08/05/2021 to 08/11/2021

- Highland community meeting schedule for Thursday Aug 12 at 5:30 p.m., in the Community 104 Av & 82 St regarding recent shooting case 210804014881. NRU will reinforce See Something Say Something, locking doors and windows, being a good witness, hide it Lock it or Lose It, and supporting DPD with Ring video cam.
- Follow up with Melissa RTOC regarding public friendly flyer on the below Vehicle burglary cases for upcoming meeting with Menorca.

Menorca

- DPD case 210802014808
- DPD Case 210726014259
- DPD Case 210801-014727

Corsica

- DPD Case 210801-014726

- 10311 NW 58 St, Devine Savior Academy, back to school meeting.
- 8800 NW 101 Ave, Astoria residential, area check.
- 7600 NW 98 Ct, Glades Park, area check.
- 8400 NW 53 Terr, Downtown Doral, High visibility.
- 11300 NW 41 St, Academir Charter School, survey.
- 11221 NW 55 Lane, Juvenile following up.
- 3719 NW 97 Ave, Training Center, NRU storage ref school supplies.
- 1212 NW 82 Ave, MDPD Citizen's Crime Watch, ref upcoming event.
- 8651 NW 13 Terr, Walmart, High visibility & area check.
- 3105 NW 107 Ave, Naturxheal, Safecam program.
- 11300 NW 41 St, Academir Charter School, finalized security survey.
- 9690 NW 41 St, Smoothie King, upcoming event.
- 9851 NW 58 St, Anylabtest, upcoming event.
- 10311 NW 58 St, Devine Savior Academy, meeting.
- 5300 NW 102 Ave, Morgan Levy Park, area check.
- 8401 NW 53 Terr, Park and Recreation, upcoming event (Senior Fitness w/a Cop).
- 4720 NW 85 Ave, Allegro Senior Living, upcoming event.
- 8455 NW 53 Terr, Publix, upcoming event.
- 10780 NW 58 St, Sedano's, upcoming event.
- 1212 NW 82 Ave, MDPD Citizen's Crime Watch, follow up.
- 8401 NW 53 Terr, City Hall, Security for Council meeting.
- 5001 NW 104 Ave, Executive HOA Board
- 8401 NW 53 TERR, City Hall, Security for Council meeting.
- 5300 NW 84 Ave, Downtown Doral, High visibility and area check.
- 7505 NW 107 Ave, The Reserve East, follow up on vehicle speeding on private property.
- 5300 NW 102 Ave, Morgan Levy Park, High visibility and area check.
- 11645 NW 50 St, Trails and Tails Park, High visibility and area check.
- 11555 NW 58 St, Doral Meadow Park, High visibility and area check
- 1455 NW 107 Ave, Miami International Mall, High visibility and area check

Upcoming H.O.A. Meetings

1. Townhomes of Doral Oaks 5001 NW 104th Av Thursday, Aug 12, 7pm
2. Doral Greens 5001 NW 104th Av Thursday, Aug 12, 7pm
3. Costa Verde 9780 NW 33rd St Clubhouse/pool area Thursday, Aug 12, 7pm

4. Menorca Park on NW 88 St & 114 Ct @ 7pm Tuesday, Aug 17
5. Allegro 55, 4720 NW 85 Av 630pm, Aug 17 Tuesday.
6. Doral Lakes 5001 NW 104th Av 7pm, Aug 19th, Thursday
7. Doral Woods 5001 NW 104th Av 7pm, Aug 25th Wednesday
8. Village of Doral Oaks-Master HOA 5001 NW 104th Av 7pm, Monday Aug 30th.

Training Unit

- New Hired Police Officer Academy-preparation.
- Citizens Academy Preparation.
- Simulator training ongoing.

Office of Emergency Management:

- Began monitoring Tropical Potential Cyclone #6, now Tropical Storm Fred, for possible effects in the South Florida area.
- Began storm preparedness outreach on social media platform including subscription to Doral Alerts.
- With County OEM, coordinated ARM360 training for City departments staff members in charge of post-storm assessments.
- Finalized Cover Letter with Budget Coordinator for Surfside Building Collapse State Mutual Aid Agreement (SMAA) Claim.
- Provided vaccine report numbers for annual report.
- 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, and reinstated County daily Covid-19 dashboard. Information also included Surfside Situational reports from County's OEM, and FEMA notification of multibillion-dollar mitigation grant for state and local governments.

Public Affairs

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 63,273 (61 additional followers)
- SOCIAL MEDIA HIGHLIGHT: Facebook PAID Reach is up 44% with the Best of the Best Ad Campaign
- *TOP POST OF THE WEEK- Instagram post for Butterfly event with reach of 4,674.
- Promoted multiple city events/initiatives including but not limited to: Best of the Best, 9/11 event, Blood mobile, advisory board surveys, keep Doral beautiful business winner
- Completed Budget 21-22 Workshop Presentation for PA Department
- Design/Web Projects – budget workshop posters
- Media Alert/Press Releases Disseminated: City of Doral Accepts World City Certification
- Meeting with Economic Development and Consultant about Doral Décor and Doral Design web page design in progress.

- Event Coordination:

- o 9/11 20th Anniversary Event – 9/11

- Film Permits Coordination:

- o Baptist Hospital (Doral Meadow Park)

- o Music Video (Downtown Doral Park)

- Public Affairs Budget 21-22 Presentation at Workshop

- Execution and dissemination of Energov User Testing Survey.

- Meeting with IT Department and World City Council in coordination of virtual panel event.

- Videos:

- Published – Adventures of Alex the Egret – Pedestrian Safety ENG

- Published – Adventures of Alex the Egret – Pedestrian Safety SPA

- Published – Mayor’s Future Edge 50 Video Acceptance

- In Production – Doral Shines – Active and Healthy ENG

- In Production – Doral Shines – Active and Healthy SPA

- In Production – Council Back to School Messages

- In Production – Virtual Opera Welcome Video

- In Production – Adventures of Alex the Egret – Clean up after your pet ENG

- In Production – Adventures of Alex the Egret – Clean up after your pet SPA

Public Works

- 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, Maggolo Inc., completed the installation of drainage along NW 52nd Street and along NW 77th Court up to NW 54th Street. Contractor will begin next week the excavation of the intersection of NW 54th Street and NW 77th Court.