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**To:** Honorable Mayor and City Council

**Date:** July 06, 2021

**From:** Hernan M. Organvidez, Interim City Manager

**Subject:** **Weekly Council Update/ June 27 - July 03, 2021**

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## City Manager

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

### **1. City Manager**

- Human Resources prepared a list of all employees currently not evaluated. It is the directors' responsibility to evaluate employees or delegate it to subordinates, follow the chain of command and not to hold their merit increase. Follow due dates.
- Evergreen Compensation Study is very important.
- Working on a training/leadership program for directors.

### **2. Police**

- Calls for service up 9% to 12% over same time last year.
- Units handled a hit and run motorcycle accident.
- Units handled a suicidal 30-year-old man. He was found in Flagler Avenue and was baker acted.
- Units responded to a domestic robbery.
- Senator Scott visited Surfside, Florida on Tuesday, June 29.
- Doral Police assisted with traffic at Surfside.

### **3. Information Technology**

- EnerGov Update.
- Departments' feedback is key to resolve issues with EnerGov.
- During this week's EnerGov meeting there are 26 outstanding tickets.
- Working with consultant; he will be meeting with all departments involved with EnerGov.
- Working on EnerGov upgrade.
- Internal Dashboard Updates for Building and Planning and Zoning. Working on Code Compliance.
- Bond Projects technology budget. If exceeds authorized amounts, will need to go to Council for approval.

### **4. Finance**

- Work continues updating budget for 2021-2022 with the Evergreen study numbers.
- The health insurance increased 2.5%
- Working with internal auditors.
- Started evaluating HR and payroll system.

## **5. Human Resources**

- Ongoing review of the Evergreen Study.
- HR Director received information from Miami-Dade County Police Department regarding sworn staff for quarantine policy (7 days for international travel and 14 days out if employee is positive to COVID-19).

## **6. Economic Development**

- There are 4 to 5 groundbreakings this week.
- Producer Latin Grammy Julio Bagué is interested in doing a museum. Working on an exhibition at The Cultural Arts Center.

## **7. Public Works**

- Building final inspection for parapets will be conducted.
- Government Center space planning meeting with department directors will happen this week.
- Working with Police Department on accreditation.

## **8. Planning and Zoning**

- Working on amendments for school's ordinance.
- Working with Code Compliance with a detail list of expired BTR's.
- Sending blast emails to businesses.
- Meetings with EnerGov to resolve pending issues.
- Reviewing Standard Operating Procedures.
- HR posted two planner positions. Will talk to HR to do recruiting at colleges.
- Considering an internship program.
- Finalizing update on projects to present at the August Council Meeting.

## **9. Public Affairs**

- Quick photo op scheduled Tuesday, June 29 at 11:30am at NW 112 Avenue.
- The Mayor has an interview with Telemundo regarding annexation.
- Diario Las Americas interested in Smart City, Safety, Parks.

## **10. Parks Department**

- 4th of July event at the Trump Hotel is filled to capacity.
- Finalizing event details; deliveries of equipment will be Friday at the Resort.
- Waiting to confirm some details with Codina regarding The Nutcracker and Concert Series events.
- Working on the Tree Lighting event details.

## **11. Code Compliance**

- Assisting Planning and Zoning with the expired BTR list.
- Code Officers visited businesses last week to educate them about signage.
- Two Code Officers will work the 4th of July event.
- Together with Building, reviewing potential unsafe structures

## **12. Building**

- Permits were issued for the 4th of July event.
- Inspections are scheduled for Jackson Health medical offices building and hospital building. Working on 40-year recertification process; expired and pending.
- Scheduling visits to possible unsafe buildings.
- EnerGov:
  - Working on backlog.

- Working phones assigned to one person.
  - Tracking information received from customers.
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- Interim City Manager along with Special Assistant to the City Manager, Mr. Rey Valdes held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez and Assistant Information Technology Director, Mr. Carlos Olivares.
  - Interim City Manager along with Special Assistant to the City Manager, Mr. Rey Valdes held weekly meeting with Finance Director, Ms. Matilde Menendez.
  - Deputy City Manager held weekly meeting with Planning and Zoning Director, Mr. Javier Gonzalez.
  - Deputy City Manager held weekly meeting with Economic Developer, Mr. Manuel Pila.
  - Deputy City Manager held weekly meeting with Building Director, Ms. Jane Decker.
  - Interim City Manager held meeting with Building Director, Ms. Jane Decker regarding New Building Department Hours.
  - Interim City Manager along with City Attorney Figueredo and Special Assistant to the City Manager, Mr. Rey Valdes held meeting with Assistant Planning and Zoning Director, Mr. Zafar Ahmed and Holland & Knight Attorney Juan Mayol. regarding Shelton Academy.
  - Special Assistant to the City Manager, Mr. Rey Valdes held TV interview with Univision reporter, Ms. Erica Carrillo.
  - Interim City Manager along with City Attorney Figueredo and Special Assistant to the City Manager, Mr. Rey Valdes held meeting with AECOM Project Manager, Mr. Jacob Rinard and Eugene Collings-Bonfill from EXP, USA to discuss WASD Review.
  - Deputy City Manager held weekly meeting with Parks and Recreation Director, Ms. Erin Weislow.
  - 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 M. Garcia.
  - Interim City Manager held weekly meeting with Public Affairs Communication Director, Ms. Maggie Santos.
  - Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
  - Deputy City Manager attended Citizen's Self Service (CSS) Webinar.
  - Interim City Manager and Deputy City Manager along with Special Assistant to the City Manager, Mr. Rey Valdes held meeting with Public Works Director, Mr. Carlos Arroyo, Transportation Manager, Ms. Rita Carbonell regarding Speed Control Study at Landmark Doral.

- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- Interim City Manager and Deputy City Manager along with Special Assistant to the City Manager, Mr. Rey Valdes held meeting with Public Works Director, Mr. Carlos Arroyo, Facilities Manager, Mr. Luis Sanchez regarding facility's needs.
- Interim City Manager and Deputy City Manager held Bond Meeting Process with AECOM staff members regarding Construction Management.
- Interim City Manager and Deputy City Manager along with Special Assistant to the City Manager, Mr. Rey Valdes held meeting with all Department Directors and Assistant Directors regarding Hurricane Elsa.

## **Capital Improvement Project Manager**

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

- Permitting process is on-going:
  - o KVC to submit precast joists and roof decking submitted June 8<sup>th</sup>.
    - Permit rejected by City of Doral Building Department.
    - Signed and Sealed drawings resubmitted June 28<sup>th</sup>.
- General Construction Activities:
  - o Drainage installation/excavation started this week.
  - o Grade beam and Column foundations excavations, reinforcement placement and formwork are on-going (80%).
    - Formwork for south side façade/courtyard/stepped terrace is on-going.
    - Main electrical room conduit installation is on-going.
    - On-going CMU wall construction (IT room, electrical room, catering room, mechanical room walls).
    - KVC preparing to pour the main entrance letters (recessed in the concrete façade).
      - Bermello-Ajamil performed inspection on July 1<sup>st</sup>.
  - o On-going construction submittals/RFI's.
  - o KVC will begin tree root pruning/tree protection in the park on the last week of June and first week of July.
    - Tree root pruning/tree protection was delayed due to several days of rain.
  - o Pending proposal from Codina to relocate irrigation line from under the building footprint.
    - Codina was instructed to request permission to enter the site directly to KVC.
  - o Parks and Recreation requested access to the site and access was granted.
- IT Department provided undated location of the cameras.
  - o Most of the camera locations have changed.
  - o A discussion meeting with the IT Department, PMT and Mr. Collings was held on June 30<sup>th</sup>.
    - IT Department provided updated sketch for camera locations.
- AT&T pull box relocation on-going.
  - o AT&T confirmed payment and confirmed that job was approved and sent to the scheduler department to start the box relocation.
- Art in Public Places Package submitted to Planning and Zoning Department on June 23<sup>rd</sup>.
  - o PZ will confirm date of the committee meeting.
  - o PZ informed that AIPP Package needed to be submitted thru the CSS portal on July 1<sup>st</sup>.
    - PMT confirmed package submittal July 1<sup>st</sup>.
- Weekly OAC Meetings.

- KVC provided Hurricane Emergency Management Plan.

### **Morgan Levy Park:**

- Project completed.
- Financial closeout.
  - o Invoice for thermostat relocation approved by City Manager.
  - o IT Department provided backup for Change Order No. 2 to SCS for the extra fiber conduit on June 17<sup>th</sup>.
    - A discussion meeting with IT, PMT and SCS was held June 30<sup>th</sup>.
    - Change Order was approved by PMT.
      - Change Order to be routed for signature on July 2<sup>nd</sup>.

### **White Course Park:**

- Permitting process is on-going:
  - o Project Manager requested for the CSS portal to be updated on required permits that are needed to be pulled on the remainder set of plans.
    - PM requested link to upload necessary links to upload shop drawings.
  - o Miami Dade WASD Sewer Extension permit resubmitted June 15<sup>th</sup>.
    - MDC WASD was approved June 30<sup>th</sup>.
      - Waiting DERM approval.
- General Activities:
  - o Water Main pressure testing took place this week.
  - o Electrical work on site connecting to the proposed lighting/camera poles.
  - o Materials on site to start the masonry work on the restroom building.
    - All plumbing and electrical work for the building has been installed and inspected
    - Delays due to bad weather. Work will be rescheduled to begin the week of July 6<sup>th</sup>.
  - o Restroom building walls going up this week.
  - o Concrete samples were collected, report is on the works.
  - o Electrical conduit installations on the West side of the property.
  - o Water truck on site for dust control and keeping site vicinity clean.
- Waypoint provided Hurricane Emergency Management Plan.
- RFI's Submittals are on-going.
- Coordination with IT Department for required elements is on-going.
  - o Design Team working on additional services scope to include IT lighting poles and camera design changes.
    - Partial IT Items approved.
    - IT Department pending to provide Vendor's quotes/proposals.

### **Doral Meadow Park:**

- Pergola lap joints warranty work scheduled for June.
  - o Duo-Guard lap joint cover installation completed June 17<sup>th</sup>.
    - Partial installation to be re-done by the contractor.
    - Site visit with the contractor is scheduled for July 6<sup>th</sup>.

### **Doral Central Park:**

- Permitting Process is on-going:
  - o CLOMR application was submitted to FEMA.
    - Currently under review.
  - o Phase I Soil Improvements review III completed.
    - Received comments from Plumbing, Floodplain, Electrical, and Building.
      - Bermello-Ajamil addressing comments.
  - o Phase IV Recreational Center/ Lake Wall Foundation review II is on-going.

- COD 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 under review.
      - Bermello-Ajamil addressing comments.
  - Phase II & III City of Doral Building Department review completed.
    - Received comments from Structural, Plumbing, Mechanical, Floodplain, Electrical, and Building.
      - Bermello-Ajamil addressing comments.
    - MDC DERM approved.
    - MDC CORE and Fire is under review.
      - Fire is requesting Sprinkler and Alarm system in the Amphitheater.
  - Planning and Zoning Site Plan Review for Phase IV was approved on June 29<sup>th</sup>.
- General Activities:
  - Weekly OAC meetings on-going.
  - Art in Public Places approved for Council Recommendation.
    - Design Team addressing/implementing committee comments.
  - FF&E coordination is on-going.
  - Kaufman Lynn Change Order No. 5 & No. 6 approved by City Manager.
  - Kaufman Lynn Phase II and III extension bid meeting was held July 2<sup>nd</sup>.
  - Phase IV package sent to Kaufman Lynn for bidding preparation.
  - Phase IV AV plan finalized.
  - Musco Sport lighting approved by City of Doral Council for direct purchase.
  - Kaufman Lynn provided Hurricane Emergency Management Plan.

### **Doral Boulevard Pedestrian Bridge:**

- RFP #2021-09
  - Alternative Technical Concept (ATC) responses sent to three (3) Design-Build firms in response to the ATC Committee on July 1<sup>st</sup>.

### **Trail Network:**

- Sharrows Interlocal Agreement submitted to MDC on-going.
- Public Works Department is preparing amendment to the contract with H&J in order to get the price on the bike lanes green pavement marking adjusted.
  - Amendment accepted by the City's Attorney.
  - Waiting on execution for contractor in order to issue NTP.

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

- Phasing Schedule and Diagram with pedestrian access rerouting is under review by Parks and Recreation Department.
  - Contractor will be revising schedule based on new delivery dates on lighting fixtures.
  - We are foreseen a schedule time saving of approximately a month.
- Lighting poles and bollards specs completed.

### **Additional Items:**

- PMT weekly Status of Projects held every Wednesday.
- Weekly participation on the Park Bond Meeting with City Management and City Staff.
- May and April Monthly Report sent to Public Affairs.

## **Planning and Zoning**

### **Occupational Licensing**

- 57 Business Tax Receipt renewal for FY 2020-2021 processed this week.
- 21 Business Tax Receipts applications for new businesses have been received this week.
- 0 new Temporary Outdoor Dining Permits (58 Temporary Outdoor Dining permits issued to date).

### **Planning and Zoning**

- Addresses issued: 8
- Building Permits reviewed: 40
- Zoning Inspections conducted: 24
- Site plans reviewed/approved: 7
- Planning and Zoning Director participated in a meeting to discuss an administrative variance to increase Floor Area Ratio (FAR) for the property located at 5900 NW 102 Ave.
- Planning and Zoning Director participated in a meeting to discuss the Final deadline for submission of requests for Design Exceptions or Design Variations-RFP #2021-09 Construction of Pedestrian Bridge.
- Planning and Zoning Director attended the weekly Staff Meeting.
- Planning and Zoning Director participated in the Bond Meeting Process Re: Construction Management.
- Planning and Zoning staff participated in the Planning and Zoning Weekly Meeting.
- Planning and Zoning Director participated in meeting to discuss outstanding comments for Atrium at Doral 1st Site Plan Modification.
- Planning and Zoning Director participated in a meeting to discuss a Change of Use: 5600 NW 84 Ave with Cornerstone International Realty.
- Planning and Zoning Director participated in a meeting with Juan Mayol RE: Shelton Academy.
- Planning and Zoning Director participated in a meeting to discuss a Site Plan Modification: Our Lady of Guadalupe Church-11691 NW 25 ST.
- Planning and Zoning Director participated in a meeting to discuss an EnerGov Review.
- Planning and Zoning Director participated in a meeting to discuss the Chic-Fil-A Doral-1st Review Resubmittal Comments.
- Planning and Zoning department staff participated in a meeting to discuss EnerGov Stabilization Project-Planning & Zoning & Licensing Review.
- Planning and Zoning Director participated in a training for EOC Municipal Branch and WebEOC Training.

### **Economic Development**

- Met with Pete De La Torre, CAMACOL Doral and Public Affairs Director re: CAMACOL Doral events and programs.
- Met with Brian Van Hook, SBDC @ FIU Director and Councilman Puig-Corve re: SBDC events with City of Doral.
- Met with Yaritza Diaz-Johnson and Norman Morris of Brown and Brown re: new business orientation.
- Met with Matt Smith, AEON AI re: product demo.
- Met with Business Flare re: Downtown Doral Arts District and Doral Décor District websites.
- Met with Bill Lage, Imagik International Corp. re: logistics of site visit.
- Met with Marcelo Llobel, DORCAM and producer Julio Bague re: Latin Grammy partnership.
- Participated in Doral 87 development groundbreaking event.
- Participated in Holy Shakes ribbon-cutting event.

- Participated in Dispatch Health ribbon-cutting event.
- Participated in Zakka Modern Japanese Cuisine ribbon-cutting event.
- Attended Miami International Mall job fair.
- Attended CAMACOL Doral networker at Allegro.
- Administered ongoing 2020 CBO Grants, Façade Grants, PTSA Grants.

## **Building Department**

- EnerGov - Ongoing interviews with consultant for stabilization effort; status briefings with Tyler support; Director call with St. John's County
- BDSC attended weekly staff meeting; Director attended DCM weekly and parks bond meeting; Director meeting(s) with Code Compliance Re: Unsafe Structures and potential postings; Staff hosted webinar for customers to under MDC submittal process, program stops Friday, July 2; staff meeting regarding Hurricane Else
- Projects - Jackson vigorously moving toward TCO; Bridge prep Reports and Chiefs' site visit;
- Announcements - CAP Building Reviewer joined team to help with volume

Active applications/permits:

Files in Review Coordinator as of 7/2/21:

- 107 Approved Submittals pending invoicing and permit issuance.
- 1 failed submittal requiring rework.
- 320 new files pending kick-off for review.
- APPLICATIONS: 174 (dn) Online Applications Received (all departments)
- PLANS REVIEWS: 184 (up) Plan Reviews (all departments)
- PERMITS ISSUED: 95 (dn) Permits Issued (all departments) with a construction value of \$2.7 million (dn) and \$43,670 permit fees collected (dn)
- INSPECTIONS: 487 (up) total Inspections Completed (all departments)
- PHONE CALLS: 584 (up) total for 29+ hours (up)
- LOBBY DATA (DORALQ): 302 (up) Total Building Dept Customers; 60 Lobby Daily Average, 18 mins (dn) Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 13 mins (dn))
- VELARO CHAT PORTAL: 3,791 (dn) Online Visitors; 14 (up) missed engagements; 0 engagements Ave Handle Time: 0m

New Stats (as of 7/2):

- Permit Status (FEES DUE): 353 permits with payments pending for permits or reinspection fees

- Permit Status (ISSUED, INSPECT): 2,697 active permits (983, 1714)
- Permit Status (SUBMITTED – ONLINE): 300 applications (Backlog April (6), May (19), June (252), July (24))
- Permit Status (BLUEBEAM QUEUED): 789 item reviews pending in all depts/trades

### **Code Compliance**

- Department began normal enforcement of prohibited attention getting devices and signage
- Director attended monthly Animal Welfare Committee meeting.
- Department members met with EnerGov Stabilization led to discuss our department expectations and issues with EnerGov.
- 2 Code Compliance Officers worked the City's 4th of July event to assist Parks & Department with enforcement of rules and regulations.

### **Finance Department**

- Accounts Payable: Processed 164 invoices; 113 checks and 1 wire transfer were issued for a total of \$886,612.30.
- Journalized the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Continued working with the City Manager's Office and Department Heads on the FY22 Budget.
- Processed the payroll for Mayor and City Councilmembers for the month of June.

### **PROCUREMENT**

- A total of 31 PO's were created for a total value of \$551,626.63.

### **CITY OF DORAL PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 06/30/2021**

- 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: 4 Submittals received; Bids are being evaluated.
- Solicitation No. and Title: ITB No. 2021-08 – NW 82 Street and NW 114 Avenue Traffic Signal - FDOT  
Dept: Public Works  
Broadcast Date: 05/13/2021  
Due Date / Bid Opening Date: 06/18/2021  
Status: 2 Submittals received; Bids are being evaluated.
- 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; Deadline for Design-Build Firm to request in 1-on-1 ATC Discussion No. 2 scheduled on 7/12/21.

- Solicitation No. and Title: ITB No. 2021-10 – Citywide Sidewalk Improvements- FDOT  
Dept: Public Works  
Broadcast Date: 05/14/2021  
Due Date / Bid Opening Date: 07/09/2021  
Status: 6 Firms attended the Pre-Bid meeting.

- 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 Shortlisted Firms; Technical Proposals due 7/13/21.

- Solicitation No. and Title: RFP No. 2021-12 – Legislative Lobbying Services  
Dept: City Manager’s Office  
Broadcast Date: 04/22/2021  
Due Date / Bid Opening Date: 05/25/2021  
Status: Phase II Evaluation Committee scheduled for 07/13/21.

- Solicitation No. and Title: RFP No. 2021-13 – Towing and Wrecker Services  
Dept: Police  
Broadcast Date: 05/13/2021  
Due Date / Bid Opening Date: 06/16/2021  
Status: 8 Submittals received; Bids are being evaluated.

## **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
- Park Manager, Parks & Recreation Department, Closes on 07/13/2021
- Permit Clerk, Building Department, Closes on 07/16/2021
- Planner, Planning & Zoning Department, Open Continuous
- Plumbing Inspector, Building Department, Open Continuous
- Police Officer, Police Department, Open Continuous
- Structural Plans Examiner, Building Department, Open Continuous

### **SPECIAL PROJECTS**

- HR continues to manage and coordinate COVID-19 related exposures and quarantine periods.
- HR initiated and forwarded a survey to other Cities regarding COVID-19 best practices, to date 7 Cities have responded. HR will continue gathering and analyzing the data to support any updated COVID-19 practices.
- HR continued working with Evergreen to finalize the Compensation study. HR is awaiting the revised final draft report and solutions from Evergreen.
- The Human Resources Department revised draft revisions to enhance the City’s interview and applicant selection process for legal sufficiency review.
- HR is in the process of submitting the required documents for recognition by the American Heart Association for their Worksite Wellness awards.
- HR continues to work with the Crowe internal Auditor, providing requested documents.

## NEW EMPLOYEES

- Scarlett Rivas, Police Property & Evidence Specialist, starts on July 6, 2021

## PRE-EMPLOYMENT STATUS - JOB OFFERS HAVE BEEN EXTENDED

- Public Affairs Department – Administrative Assistant – (1)
- Parks and Recreation Department - Park Ambassadors (7)
- Police Department – Police Officer (4)
- Police Department – Police Service Aide (2)
- Building Department – Permit Clerk (1)
- Building Department – Building Official/Floodplain Administrator (1)

## **Information Technology**

- Resolved 91 % support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events.
- Upgraded Windows on the Maggie Santos's Laptop.
- Modified door schedule for night events.
- Created share calendar group for Planning and Zoning Department.
- Changed Danilo Brito's desk for a new Desk.
- Installed Dell Thunderbolt Dock to the Javier Gonzalez's Laptop, replaced his Desktop for his Laptop.
- Continue to work on reconciliation of physical inventory of IT equipment.
- Network Administration
- Participated in external and internal meetings.
- Created and delivered custom detailed call reports for different departments.
- Visited Doral Downtown Park and checked connectivity with the Kiosk for the smart app.
- Reviewed the IT necessities and worked with the low voltage partner to address the scope of work for the Doral Cultural Arts Project.
- Provided training to users from the Park's Department and how to connect through the network for controlling the AC system at Doral Glades Park.
- Participated in the presentation for students during the Police Summer Camp.
- Continued to monitor the Network and performed actions based on incidents.
- 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.
- 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
  - Assisted Software Developer with EnerGov automations to update permit statuses
  - Met with MCCi and City project manager to close and finalize Laserfiche integration project
  - Attended EnerGov Stabilization Project IT department interviews
- Database Administrator:
  - I.- Assisting the Building Department Director to run a report to pull out the Year Built for the Building of the City.
  - II.-Continue working on the Code Compliance Internal and External Dashboards, creating the connections and tasks to populate the metrics from the new legacy system.
  - III.- Refreshed the Internal and External Dashboards as usual at the beginning of each month, running the manual processes that together with the automated ones populate the graphs.
  - IV.-Assisted the Finance Accountant to refresh the SQL Cubes jobs and database for the

Production Environment.

V.- Assisting the System Analyst to update the SQL Queries for the IIA's in the EnerGov System.

- 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 I, 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.
- Completed the installation of the PD sub parking lot surveillance cameras.
- Assisted Rainel (Help Desk Supervisor) with Main garage door not operating properly.

### **Parks and Recreation**

- Parks Director attended weekly meeting with the Deputy City Manager to discuss ongoing department items.
- Events staff held Parks staff meeting and student volunteer meeting in preparation for the Independence Day event.
- Parks Director, Programs Coordinator, and Recreation Facilities Supervisor met with Vermont Systems for creation of online tennis reservation system.
- Parks Director and Assistant Director attended EOC Municipal Branch and WebEOC Training.
- 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 began weekly Basketball practices.
- Adult Basketball League continued spring season games at Doral Legacy Park.
- Youth Basketball League Championship was held for 15-17 age group.
- Broncos Cheer Clinics were held at Doral Meadow Park with 60 participants.
- PP4K Summer Camp was held at various parks throughout the week with 25 participants.
- 4th of July Event was held at the Trump National Doral with 3,500 participants registered for general admission.
- National Parks & Recreation month begins July 1st.

### **Police Department**

- Arrests: 18
- Felonies: 4
- Misdemeanors: 5
- Traffic: 4
- Warrants: 4
- DUI: 1

Traffic Citations

- Hazardous Moving Violations: 349
- Non-Hazardous Moving Violations: 400
- Disabled Parking Violations: 8

## Civil Citations

- Civil Citations: 4

## Notable Arrests & Incidents

### Possession of Armor Piercing Ammunition

### Conceal Weapon/Carrying

Doral Patrol units conducted a traffic stop in the area of NW 79 Avenue and NW 36 Street for a traffic related infraction. Upon officers making contact with the driver, they noticed the male driver wearing a black tactical style bullet proof vest. Officers also noticed the plates attached to the vest were for rifle rated rounds. The male driver was asked if he had any weapons in the vehicle, to which he replied yes. The male driver stated that he had a 9MM handgun, which was jammed between the center console and the front passenger seat. Officers further discovered a rifle and loaded magazines with armor piercing rounds in the trunk of the vehicle. The male driver was arrested and transported to TGK.

## Stalking

Doral Patrol units were summoned to the area of 9136 NW 25 Street in regard to stalking incident. Upon officer's arrival, they met with the female victim who informed them of her ex-boyfriend was stalking her. Victim told officers that her ex-boyfriend would not stop driving by her job and had dropped off flowers at her job to be handed to her. The victim's ex-boyfriend also had approached the victim's co-workers and told them that he loved his ex-girlfriend and wanted to see her. The victim also told officers that she had already filed a police report of similar incidents. While the officers were on scene, they observed the ex-boyfriend drive by the victim's job. Officers initiated a traffic stop and detained the male subject. The ex-boyfriend was arrested and 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

- Delivery of donations for City of Surfside from Walmart and Sam's.
- 10780 NW 58th St., Sodano's Supermarket (meeting with management).
- Downtown Doral (Business check, National Night Out Event Promotion).
- 9851 NW 58th St. (Business check, National Night Out Event Promotion).
- 8140 Geneva Ct. Las Vista (Property Management meeting).
- 7600 NW 98th Pl. Doral Glades Park (Park check).
- 7761 NW 107th Ave.#206 R Zone Fitness (Business check, National Night Out Event Promotion).
- 10650 NW 41st St. Divieto Restaurant (Business check, National Night Out Event Promotion).
- 8400 NW 102nd Ave., Las Palmera (met with property management).
- 7761 NW 107 Ave. RZONE SafeCam follow up.
- 10400 NW 98 St. Grand Bay residential area check.

- 10551 NW 88 St. Park Central Clubhouse.
- 111 NW 88 Terr, Ibis residential check.
- 8700 NW 112 PL. Santorini residential check.
- 8300 NW 114 PL. Menorca residential check.
- 8200 NW 114 Ave. Legacy Park check.
- 7828 NW 116 Ave. Windward residential check.
- 10500 NW 74 St. Atlantic Doral residential check.
- 5150 NW 99 Ave. Doral Lakes residential check.
- 8651 NW 13 Terr. Walmart, Sam's, Hooters, Chili's business check.
- PP4K Summer Camp.
- Meeting with Miami Police Department (Shield partnership program)

Training Section:

- Basic Rifle Course (6-29-2021 to 7-1-2021)-Training Center & Medley Range.
- Blue Theory-6-29-2021 at Training Center from 4-8 PM. Dayshift & Midnight FTO Squads.
- Traffic Stops Training-7-2-2021-PLT 3 Squad 2-Sgt. Markowitz Squad.
- NIBRS Conversion 6-30-2021

**Public Affairs**

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 62,673. (300 additional followers)
- SOCIAL MEDIA HIGHLIGHT: People reached on Instagram up 57% (11.6k people); Engagement on Instagram up 87% (2k).
- \*TOP POST OF THE WEEK- Ricky's Special Olympics post on Instagram was most popular with 8,191 in reach and 384 interactions.
- Promoted multiple city events/initiatives including but not limited to: Solid waste fire safety tips, Ricky's Special Olympics, Building webinars
- Media Inquiries regarding Mr. Ross Prieto
- Web training with Miami-Dade EOC Municipal Branch
- Scheduling of all interviews for Diario Las Americas Special Feature
- Meeting with CAMACOL for next projects
- Design/Web Projects – Ongoing Updates to PD page, several certificates, Building webinar flyers
- Events Executed:

NW 112th Ribbon Cutting Photo Opportunity

- Videos:
- Published – Mayor's 4th of July Virtual Message/Countdown
- In production – Inside Doral– Special Olympics
- In Production – Newly improved roads
- In Production – Alex the Egret Project
- In Production – Spend Local: Sanitas

**Public Works**

**Transportation:**

- 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., began mobilizing to the site and delivering material to begin Phase I which is along NW 77th Court between NW 52nd Street and NW 56th Street. Maggoc, Inc has begun excavating the site and continues to install structures along NW 77th Court starting from NW 52nd Street. A total of 4 structures have been installed.