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**To:** Honorable Mayor and City Council

**Date:** August 14, 2020

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

**Subject:** **Weekly Council Update/August 9 - August 15, 2020**

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## City Manager's Office

City Manager held weekly Directors Staff Meeting via Microsoft Teams along with Deputy City Manager, City Clerk Diaz and City Attorney Figueredo. The following items were discussed:

- 1) Recap of the weekend
- 2) Budget Workshop
- 3) COVID -19 Testing
- 4) City Council Meeting
- 5) Food Drive – August 27th
- 6) E- Mail for City Staff
- 7) Elections- Response of requested items
- 8) Focus, Commitment, Distractions

- City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez.
- Deputy City Manager held weekly meeting with Economic Developer, Mr. Manuel Pila.
- City Manager held meeting with Public Works Director, Mr. Carlos Arroyo and Assistant Public Works Director/Chief of Engineering, Mr. Eugene Collings-Bonfill regarding COVID-19.
- Deputy City Manager held meeting with Planning and Zoning Director, Mr. Alexander Adams to review Budget Presentation for Council Workshop.
- City Manager and Deputy City Manager held individual meetings with City Council-members to review the Agenda for Council Meeting on August 12, 2020.
- City Manager and Deputy City Manager held Budget Workshop Briefing with Department Directors.
- City Manager and Deputy City Manager attended Budget Workshop | FY 20-21 along with Department Directors.
- City Manager and Deputy City Manager attended City Managers (MDCCMA) Weekly Conference Call regarding COVID-19 Updates.
- City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez and Information Technology Assistant Director, Mr. Carlos Olivares.

- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- City Manager and Deputy City Manager held Agenda Briefing meeting with all Department Directors for Council Meeting August 12, 2020.
- City Manager and Deputy City Manager attended Council Meeting held August 12, 2020.
- Deputy City Manager held meeting with Building Official/Director, Mr. Rene Velazco, Assistant Building Director, Ms. Jane Decker, Building Development Services Coordinator, Mr. Carlos Diaz, Finance Director, Ms. Matilde Menendez, Financial Analyst, Ms. Eliza Rassi, Mr. Phil Gonot from PMG Associates, Inc. and Mr. Corey O'Gorman from Place Planning & Design regarding Fee schedule / Utilization report.
- Deputy City Manager held meeting with Parks and Recreation Director, Ms. Erin Weislow and Michelle Blackstock from CROWE, LLP to discuss Parks and Recreation Draft Audit Report.
- City Manager held weekly meeting with Chief of Police, Mr. Hernan Organvidez.
- City Manager held weekly meeting with Human Resources Director, Mr. John Prats.
- City Manager and Deputy City Manager held After Action meeting along with City Attorney Figueredo, City Clerk Diaz and all Department Directors.
- Deputy City Manager held weekly meeting with Building Official/Director, Mr. Rene Velazco.
- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- City Manager and Deputy City Manager held meeting with Public Works Director, Assistant Public Works Director/Chief of Engineering, Mr. Eugene Collings-Bonfill, Tanner Wozniak and Karl Stefan from Pure Air Control Services to discuss Air Quality COVID-19 Test.
- Deputy City Manager held weekly meeting with Planning and Zoning Director, Mr. Alexander Adams.
- City Manager held weekly meeting with Communications & Protocol Manager, Ms. Maggie Santos.
- City Manager and Deputy City Manager held Bond Meeting Process regarding Construction Management with City and AECOM staff members.
- Deputy City Manager held meeting with Parks and Recreation Director, Ms. Erin Weislow and Assistant Parks and Recreation Director, Mr. Lazaro Quintero to discuss Aquatic Management.
- Deputy City Manager held weekly meeting with Parks and Recreation Director, Ms. Erin Weislow.
- Deputy City Manager held meeting along with Communications & Protocol Manager, Ms. Maggie Santos, Mr. Leonardo Boccalon and Mr. Rommy Moreno from the US Venezuelan Embassy regarding Food Distribution event.

- Departments have been enforcing Miami-Dade County Executive Order 20-20, requiring all persons throughout Miami-Dade County to wear a mask or other face covering when in public. Last week the City issued verbal warnings and handed-out masks to 130 people who were observed in public without masks.

## **Capital Improvement Project Manager**

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

- Responses to RFI's 05, 08, 09, P001, P002, & 025 received August 12<sup>th</sup>.
- The PM is working on the bid form to include the new items on RFI response.
- Bids are due August 21<sup>st</sup>.
- Groundbreaking on scheduled for late October.
- Coordination with the IT Department regarding required components is ongoing.
- The PM started coordination of furniture selection with P&R.

### **Morgan Levy:**

- Fencing plan (6ft high) received from Waypoint on August 11<sup>th</sup>.
- Contractor pending to provide project schedule.
- Soft Groundbreaking scheduled for August 28<sup>th</sup>, 2020.

### **White Course:**

- Project will be advertised as an RFP by September 15<sup>th</sup> (Due to Procurement by September 1<sup>st</sup>).
- Phase I (one week) & Phase II will be part of the selection process.
- This item will be taking to December Council Meeting.
- Notice to Proceed Construction to be issued by October 2020.
- CMA addressed Construction Documents comments received by City Departments.
- Meeting scheduled for 8/14 with PMT, P&R and CMA to go over Park's comments.

### **Doral Meadow:**

- Plumbing work around the building is on-going.
- IT moved the server from office space into new room on August 12<sup>th</sup>.
- IT room door installed/ priming paint completed.
- Conference room demolition started on August 12<sup>th</sup>.
- Janitor's closet outside door opening started August 13<sup>th</sup>.
- Conference room furniture selected, waiting on approval from P&R.
- Pending outside paint color selection.
- PMT, Karmil and Duo-Gard met on August 13<sup>th</sup> to discussed projected timeframe for Canopy Material and Installation.
- Pergola shop drawing will be received by August 14<sup>th</sup>.
- Kitchenette/trophy case framing inspection scheduled for August 14<sup>th</sup>.
- PMT, Parks and Recreation and Karmil participated on weekly progress meeting.
- IT Department performed walkthrough with ADT and Stanley Security.

### **Doral Central Park:**

- PMT, IT Department and B&A participated on weekly discussion of required IT components.
- Met with K&L to discussed Outreach Events.
- Geotechnical report due on August 14<sup>th</sup>.
- PM started coordinating fencing/banner graphics with Public Affairs.
- Schematic Design Package received August 12<sup>th</sup>, 2020.
- Meeting with PMT, P&R and Design Team to discuss Recycled Stormwater System held on August 13<sup>th</sup>.
- Parking Study is under review by the City.

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

- FDOT comments on 100% RFP are being addressed by Pevida Highway Designers – ongoing.

**Trail Network:**

- Sharrows – Permitting and Interlocal agreement for maintenance.
- Trail on 58<sup>th</sup> Street – HOA responded and still reviewing.

**Lighting of Trails:**

- Project Design on-going.

**Trails and Tails Park:**

- Design Documents are due August 20<sup>th</sup>.
- Project will be advertised as an ITB.

**Additional Items:**

- The PM Team met on Tuesday and Thursday for weekly coordination/status of projects.
- The PM Team presented report of Park Bond Project to City Council on August 12<sup>th</sup>.
- Weekly Bond Meeting Process and Construction Management.

**Building Department**

- Bluebeam users meeting continued throughout the week for training purposes.
- Director attended weekly Bond Meeting. Building comments on White Course plans were provided to Eugene Collins for design professional.
- Director attended regular staff meeting plan for future food drive and Council Meeting item.
- Budget Workshop FY 20-21. Director attended and presented Building Budget plans for FY 2021 taking into consideration impact of COVID-19.
- Review team met with Alexan project team to discuss build out of retail center.
- Street closing of Paseo Blvd continues.
- COVID 19: Continue to practice safety measures and continue monitor activities at constructions sites. Testing of employees continues.
- EnerGov Conversion-Permit Type. Team members continue participating in the implementation process and training for EnerGov and BlueBeam.
- After Action Meeting. Director attended after action agenda meeting, no items for Building Dept.
- Carlos Diaz, Building Development Services Coordinator attended Elevation Certificate Training.
- Director attended regular weekly meeting with Deputy City Manager.
- Avema Pharma. Director met with Manny Pila, other Directors and AVEMA Pharma to discuss plans for a large expansion of their business in the City.
- PHONES: Data available: 539 Inbound call count for week; 3:12m average time per call; 28hr+ total time for week.
- INSPECTIONS: 99 Average Daily Inspections, 495 total Inspections Completed (week).

- PLANS REVIEWS: 326 Plan Reviews (Quantity), 0% Expedite, 7% Walk-Thru, 36% Rework, 57% Drop-off/Electronic.
- Average plan review time per plan per trade = 39mins
- LOBBY DATA (DORALQ): 88 Total Building Dept Customers; 18 Lobby Daily Average, 10.8 mins Lobby Wait Time (Weekly Average).
- Average Time Spent Per Customer = 7 mins
- VELARO CHAT PORTAL: 2,946 Total online visitors, 3 total engagements at 26m per call

### **Code Compliance**

- Director met with restaurant owner to go over current emergency order guidelines and potential options to provide additional seating in establishment.
- Director met with Building Official and Planning and Zoning Director to discuss various permitting related matters in downtown mixed-use area.

### **Finance**

- Accounts Payable: Processed 204 invoices. This week 67 checks and 6 wire transfers were issued for a total of \$1,876,776.
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).

### **PROCUREMENT**

1. Please see attached the Cone of Silence report for the week of 08/12/2020
2. A total of 9 PO's were created for a total value of \$84,892.95

### **PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 08/12/2020 CITY OF DORAL PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 08/12/2020**

| Bid #   | Broadcast Date | Due Date   | Bid Name   | Dept |
|---|----------------|------------|--|------|
| RFP No. 2020-16   | 06/05/2020     | 07/20/2020 | Disaster Cost Recovery and Related Grant and Project | FN   |
| Pre-Bid meeting 06/24/2020, 22 firms attended Management Services |                |            |  |      |
| 6 Submittals, bids are being evaluated                            |                |            |  |      |
| RFP No. 2020-18   | 06/05/2020     | 07/17/2020 | Insurance and Risk Management Services               | FN   |
| Pre-Bid Meeting 06/25/2020, 7 firms attended                      |                |            |  |      |
| 3 Submittals, bids are being reviewed.                            |                |            |  |      |
| RFP No. 2020-19   | 06/19/2020     | 07/21/2020 | Deferred Compensation Plan                           | FN   |
| Pre-Bid Meeting 06/30/2020, 11 firms attended                     |                |            |  |      |
| 6 Submittals, bids are being evaluated                            |                |            |  |      |
| RFQ No. 2020-22   | 06/25/2020     | 08/07/2020 | Professional General Engineering and Architectural   |      |
| PW  |                |            |  |      |

Pre-Bid Meeting 07/09/20, 84 firms attended Services  
25 Submittals, bid are being evaluated

ITB No. 2020-23 06/17/2020 07/30/2020 Canal Bank Stabilization Program: Year 5A Phase II  
PW

Pre-Bid meeting 07/07/2020, 15 firms attended  
4 submittals, bids are being evaluated

ITB No. 2020-24 06/18/2020 07/31/2020 Stormwater Improvements: Sub Basin A-2 PW

Pre-Bid meeting 07/08/2020, 14 firms attended  
9 submittals, bids are being evaluated

## **Human Resources**

- In an effort to sustain operational efficiencies and care for the welfare of our workforce, the Human Resources Department continues to work with the City Manager's Office to facilitate weekly onsite COVID-19 testing of essential personnel/first responders at City Hall. On Thursday, August 13, 2020, 38 essential personnel/first responders were tested at City Hall. To date, 220 City employees have participated in onsite testing. To date, Human Resources has received and filed 402 test results.
- The Human Resources Department continues to closely monitor COVID-19 related cases to ensure that proper protocols are met before allowing affected employees to return to work. Six employees were cleared by HR to return to work.
- HR in collaboration with the Police, IT, Parks, Public Works, and Communications Department met to discuss the logistics of providing COVID-19 testing for the residents of Doral. We identified tentative dates and logistics and will present a plan to the City Manager to commence testing in the first week of September.
- HR is currently working on the pre-employment background checks to fill 3 full-time positions: Administrative Assistant in Planning and Zoning and Parks Department; Permit Clerk for Building Department.
- HR completed the process to schedule voluntary Flu Shots for all City employees who register for the event at City Hall on Wednesday, September 16, 2020.
- HR worked on finalizing the logistics to start the open enrollment process from August 26, 2020, through September 9, 2020.
- The HR Director met with a team of doctors from University of Miami and Mt. Sinai Medical Center to learn more about an innovative non-intrusive device that is being used to identify COVID-19. Additional meetings will be scheduled in the coming weeks to see if we can bring this technology to the City of Doral.
- HR has completed the hiring process for two (2) Police Officers with a start date of August 24, 2020 and is currently engaged in the pre-employment process to fill one additional Police Officer and 5 Police Service Aide positions.
- HR is currently processing the paperwork to promote 3 Police Sergeants

- HR and Police worked closely with Miami-Dade College to obtain the necessary proposal for the 2020 Police Sergeants Examination. We will continue to finalize all the necessary steps to post the job opening.

## **Information Technology**

- Assistant IT Director
  - Central Park IT Components Discussion
  - Morgan Levy & Meadow's Park cost breakdown meeting
  - LEARN Email Alerting troubleshooting
  - RFID System Review troubleshooting meeting
  - Dell support and new purchase discussion
  - Building Online Payment troubleshooting
  - Office 365 connectors and SMTP relay troubleshooting
  - Annual Performance Evaluation
  - Research new vendors and schedule walkthroughs
- Closed 96% of support tickets
- Deployment of FirstNet iPhones for City Hall users (in progress)
- Deployment of FirstNet iPads (in progress)
- Setup and deployment of laptops for Energov project (in progress)
- Deployment of new monitors for Energov project (completed)
- Deployment of Mobile Hotspot Routers in City Hall (completed)
- Help Desk intern training (in progress)
- Doral Central Park IT components meeting (Teams Meeting)
- RFID System Review meeting with vendor (GoToMeeting)
- Loaner devices deployed for PW plan reviewer telecommute work (completed)
- Systems Administration.
  - Review and Keep the backups 100% operational.
  - Weekly IT Team meeting
  - Shrink the Dashboard PD server from 500GB to 100GB migrated to PD Cluster and added to daily backups.
  - Troubleshooting with journaling problem in PD.
  - Finished windows update for July in all servers.
  - Worked with the team and fixed the SMTP relay in vigilant in all sites.
  - Expand Drive on DPDIAPRO-01
  - Run windows update, restart, increased RAM and disk space in the server APPERPI I
  - Synchronize the WSUS Server to deploy August Windows Updates in our environment.
  - Deployed the August windows updates in the server pilot group.
  - Work with Cloudnav and Veritas to make the journaling working without Exchange.
  - Worked with PD to migrate the MSG Server to the new server.
- Security Manager
  - Analyzed 15 emails reported by City users
  - Attended Technology webinar
  - Assisted in remediating Permit application issues
  - Assisted DBA with Cybersecurity Dashboard development
  - Completed multiple Public Records Requests
- Systems Analyst
  - PW Elevator and Access Control Integration FIRE Inspection COMPLETED
  - IT Elevator and Access Control Schedule COMPLETED
  - IT CD-PLUS EnerGov User Table Auditing IN PROGRESS

IT Tyler Forms Migration in PROGRESS

IT Access Control Upgrade/Migration Parking Garage IN PROGRESS

IT SoftwareHouse Clearance Groups and Access Configuration IN PROGRESS

IT Access Control Migration-BIOMETRIC Readers Integration IN PROGRESS

IT EnerGov Intelligent Objects Configuration IN PROGRESS

- Network Administration

Monitored City's Network and performed actions based on incidents.

Added new resources to the monitoring system.

Participated in internal and external meetings.

Configured an environment for a security project in conjunction with the City's Security Partner Company.

Supported the PD and City Hall Help Desk during network/systems troubleshooting.

Worked with the PD Help Desk for providing Recorded Calls to the PD GIU Department.

Configured the Voice System to deliver custom call reports to the Building Department.

Troubleshoot of issues with an Application Functionality from the Buildings Department along with the IT Team.

Supported the Sr. Systems Analyst during troubleshooting related to email services from the PD.

Onsite visited Meadows Park and re-located the IT Rack and the IT Systems/Components.

Continued to work on the Firewalls following Best Practices Configurations.

Worked on the movement for the Management Plane of the Network Infrastructure.

- Police Support:

- Successfully migrated RSM, CAD and Mobile over to their new servers.

- Deployed new MiFi.

- Configuring laptops to point to the new servers.

- Imaged all RTIC desktops.

- GIS Administration:

Investigated, created and published route network analyst service for EnerGov iG inspect.

Set up geo rules to merge from intelligent object and removed old geo rules.

Added geo rule and intelligent object for code folio.

Reviewed ESRI renewal.

Investigated feature service for EnerGov.

- Citywide Projects

#### 2018-2019 BD - DEVELOPMENT SERVICES SOFTWARE

We are updating configurations after testing CSS processes with Tyler consultant. IT team continues developing all IAA and IO missing waiting on data to do second round of tests. We started to verify and update results from Conversion. We continue to compare list of reports/letters from our inventory of all forms versus standard Energov forms to evaluate process and start in-house generating these when IAA are completed and verified with all departments..

Project overall is 36% completed

#### 2019-2020 Tyler 311

We coordinated a configuration training to implement MyCivic and TYler311 for September.

We are waiting for API development completion. IT team is still waiting for access to the SRSS portal for reporting. .

Project overall is 39% completed

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

We are coordinating users training that will start August 31, we have install all documentation and files provided from Bluebeam.

Project overall is 65% completed

## 2019-2020 Energov Integration to Laserfiche (Document Retention Software) Project

Council meeting approval was obtained, preparing PO and will start planning week of Aug 14.

Project overall is 10% completed

## 2020-2021 Energov A/R & Cashiering Project

Team has obtain codes and processes to utilize in training of A/R August 18.

Project overall is 7% completed

Project overall is 10%

- Database Administrator:
  - Assist the Police IT Supervisor and Sr. System Administrator setting up the new servers for PD, all the replication configurations have been completed.
  - Working to add the New PD Servers on the Rubrik backup Policy, a daily full backup will run at 7:00 pm and transaction logs hourly.
  - Working to create new linked server connections for the New PD Servers to populate the Internal and External Public Safety Dashboard.
  - Working on the Data Conversion Energov Project on: Meeting with the Departments Staff to go over the Lookup Report, they will map the correct field for the information required.
- Application Development:
  - Created form for Spent Local.
  - Created custom view for Covid-19 Food Support.
  - Updated HR. Inquiries app.
  - Deployed HR. Inquiries and PAF Tracker.
  - Worked on store procedure for Exempt records on Energov.
  - Set up IIS trace for e-Permitting server/app.
  - Assisted Energov GIS configuration/setup.
  - Assisted PZ and BD with properties.
- Website Projects
- FPL 2 LPR Poles:
  - Horsepower continues updating MDC permits requested with their engineer and re-submitting to MDC, now waiting for MDC to approve permits of site 26 and 30.
  - Project is 37 % completed.
- WCCD 37122- New Smart City Certification Project
  - Since WCCD lost reviser of workbook and has assign a new person to work with us this week; we should have results by end of month and then we will have meeting for final auditor approval.
  - Project is 95% completed
- Intersection LPR's & CCTV
- Maintenance and monitoring of License Plate Readers to include field repairs.
- Maintenance and monitoring of Traffic surveillance cameras to include field repairs.
- Continued working with Miami-Dade PW, City of Doral and HP Electrical engineer on the design/permit of Site I, Site 26 ,and Site 30 LPR camera installation.
- Continued installation of Axis 360 degree cameras to replace out dated Trafcam at LPR Sites.
- Assisted the Sr. Network Admin with the relocation of the network rack to the new IT room.
- Assisted SCS with new fiber run installations for exterior cameras at PD substation.

## **Parks and Recreation**

- Held Core Admin Staff meeting
- Director attended Virtual Budget Workshop for FY 20-21
- Final logistics meeting for Autism Speaks "Walk on Wheels"

- Meeting to discuss Parks and Recreation Draft Report
- Weekly meeting with South Florida Parks Coalition in regard to COVID-19
- Meeting to discuss Doral Meadow Park's progress
- Meeting to discuss recycled storm water system in Doral Central Park
- Staff attended meeting with Special Olympics South Florida to discuss organization's Fall Programming plan
- Staff continue to work on plans for fall sports & programming
- Special Needs Specialist held weekly virtual classes for Doral Special Olympics Group
- Staff met with tennis instructors to discuss final logistics for returning to classes

### **Planning and Zoning**

- On August 12th, City Council passed the first reading of Ordinance 2020-18 authorizing the extension of all 2019 Business Tax Receipts (BTRs) until the end of the year.
- This week staff worked with the EnerGov team to test the proposed permitting system.

#### Occupational Licensing

26 New BTR/CU licenses approved this week.

8 Temporary Outdoor Dining permits approved this week (total of 38 approved permits).

- Licensing Chief participated in the EnerGov conversion data review.
- Director and Licensing Chief participated in DERM's new Municipal CU online process.

#### Planning and Zoning

63 Building Permits reviewed this week.

22 Inspections performed this week.

4 New Addresses/Units created in CD-PLUS.

1 Zoning Verification Letter received this week.

- Director and Senior Planner performed the following site visits:
- Proposed Outdoor Dining for Los Parrilleros Restaurant located at 10775 NW 41 Street.
- Wild Fork Foods Monument Sign located at 10015 NW 41 Street.
- Review of existing Business Tax Receipt for The Stone Surfaces located at 7980 NW 56 Street.
- Director participated in Parks Bond internal meeting.
- P/Z participated in budget meeting.
- Director and Planner participated in a meeting with Mahi Shriners on a new location.
- Director participated in a meeting with Avema Pharma Solutions expansion plans.
- Senior Planner participated in the EnerGov conversion data review.

### **Economic Development**

- Participated in Miami-Dade Beacon Council's Technology Committee webinar, "IMPACT: Impactful Initiatives to Support the Local Business Community".
- Reviewed and incorporated additional recommendations from Business Flare for Doral Small Business Assistance Grant program.
- Met with PL Developments/Avema Pharma Solutions, Planning and Zoning and Building directors re: expansion plans in Doral.
- Collaborated in Business Tech Webinar planning with IT and Public Affairs.
- Met with Urban3 and Business Flare economic development consultants to review progress on projects.
- Participated in WebEOC Training.

- Coordinated revision of 'Spend Local, Save Local' registration process to be easier for businesses to participate.
- Participated in Budget Workshop.
- Met with GMCVB re: Doral Hotel Co-op.
- Met with USDOT referral Draft Pros re: procurement assistance and development info.
- Met with Doral Décor District association representative re: wayfinding improvements.
- Provided business assistance information, technical support, B2B and support organization referrals, site selection orientation and data to Doral businesses.

## **Police Department**

### Arrests

- Felonies: 4
- Misdemeanors: 12
- Traffic: 3
- Warrants: 2
- DUI: 0

### Traffic Citations

- Hazardous Moving Violations:
- Non-Hazardous Moving Violations:

### Notable Arrests & Incidents

#### Grand Theft

#### Fraudulent Use of Identification

Doral patrol officers stopped a vehicle that had been previously reported stolen. The driver was taken into custody without incident. As the officers were conducting an inventory of the vehicle's interior prior to having it towed, they discovered 14 personal checks not belonging to the subject that had been made out to various businesses from throughout the state. The officers also found a laptop computer, a printer, and over 2,000 blank checks. The subject could not provide an explanation as to how he had come into possession of checks payable to multiple businesses. He was arrested and taken to TGK.

#### Battery

#### Disorderly Conduct

#### Resisting Arrest

Patrol units were summoned to the Best Western Hotel located in the 3800 Block of NW 107 Avenue regarding a flooded hallway in which the water was coming from inside one of the rooms. Hotel employees and the officers were not able to get into the room due to the security chain on the door being in place. Eventually the registered guest opened the door and advised he had fallen asleep in the bathtub with the water running. The hotel manager advised the guest that he had to leave the premises immediately. The officers issued a Trespassing Warning to the guest. The guest initially refused to leave and had to be escorted outside. As he was leaving, he was shouting and screaming as he walked out partially nude. Once outside, he started arguing with another man and threw a metal lighter at the man striking him. The man was arrested and transported to TGK.

#### Public Information Office

- The PIO handled inquiries from the media on matters involving the Doral Police Department.

- The PIO managed the department's Twitter and Instagram accounts on a daily basis and posted on matters of public safety and community affairs that may be of interest to our community.
- As chairperson of the Awards Committee, the PIO reviews and maintains all commendations and nominations of departmental employees for future consideration.
- The PIO compiled the statistical data and arrest reports and prepared the Weekly Highlights Summary which is sent to the City Manager's Office.
- The PIO handled other tasks assigned by the Chief's Office.

#### Neighborhood Resource Unit

##### Thursday-6

- International Mall-Covid 19 test tent-mall contact
- DMV-resource contact
- SFC-business contact-Doral projects
- SAMS-customer flow
- Walmart-customer flow
- Lopetra-business contact-projects in Doral
- DR 615-17 DPD case 13521-A/sgt
- Station Tent Temperature Measurement

##### Friday-7

- Medley Range-rifle recertification
- Brazza Soccer w/ Code DPD case 13591-Covid 19 violation
- Doral Isles-Cayman DPD case 13159-misuse of calling DPD
- Station Tent Temperature Measurement
- International Mall COVID-19 Tent

##### Monday-10

- Station- A/sgt paperwork-commanders report
- F/U Doral Isles Cayman case 13159
- F/U Safecam log
- Address Clyde D. Log in issue due to INOP laptop. Also asked IT to issue temp laptop
- Noel DSA/Autism training and Kronos & worksheet
- Landmark-speeding and obeying traffic signs
- Windward-cars parking in community without decals-tag checks reveal all belong to same company
- Doral Park County Club-check member flow and any existing concerns
- Sedano's-met w/GM in reference to Miami Dade/Fire Dept. fine issued.
- Met w/ Captain Projects updates.
- Station Tent Temperature Measurement
- International Mall COVID-19 Tent

##### Tuesday-11

- F/U on food delivery first responders program –Public affairs & Divieto
- F/U with NF DSA Autism training, Kronos and upcoming schedule prior to start of school
- First responder Food deliver program
- Food assistance program-met w/Publix logistics
- Publix GM –food assistance program
- Windward-vehicles parking w/o decals parking in community w/HOA president
- Landmark f/u on traffic obeying speed and signs
- CBS 4 survey completed
- Allegro 55-coordinate webinar for hurricane safety info and Covid 19 precautions
- Palm Gardens-gate code and HOA president contact info updated

- Station Tent Temperature Measurement
- International Mall COVID-19 Tent

#### Wednesday-12

- Logistics food assistance program-Publix and Doral 311 residents
- Eagle Cove-new gate code
- Costa Linda-meet w/homeowner in reference to odor extractor fan
- Doral Isles-Cayman update resident case 13159
- Allegro 55- coordinate webinar
- Windward-vehicle parking
- Station Tent Temperature Measurement
- International Mall COVID-19 Tent

#### Training Section

- Reminder-T-7 Taser training 8-10-2020 (Sgt. Celis Squad),
- Respirator Masks-will be issued during the T-7 Taser Training.
- Use of Force (less than lethal & deadly force) Training-will be conducted through realistic scenarios.
- Rifle Qualification & Training- 8-12-2020-SRO/NRU unit.
- Officer Position for Training Unit interviews-8-6-2020-completed Memo submitted to the Chief with results.
- PSAs going to the City of Miami Police Academy-Natalie is scheduled to take the Physical Agility Assessment test with the City of Miami on July 30, 2020.
- Review all Use of Force Reports, Vehicle Pursuit Critique, and Exposure Reports.
- Completed a De-escalation lesson plan for remedial training for recommended Supervisors and officers (Sergeant Fernandez, Sergeant Tellez, Officer Beutelus, Officer Aguilera, Officer Abreu, Officer St, and Cyr). Midnight Officer Remedial Training will be completed this week.
- Street Smarts VR-testing-provides virtual reality-based training content, software, and after-action review.
- Completed a Training curriculum and schedule for three-week ride along with FTS for the officers in the sergeants list. Will schedule the officers to start part of their training soon.
- Miami-Dade County CAD Training-Roll Call training postponed due to COVID-19 testing. Will complete a schedule this week with Carlos De la Uz.
- The review of the second rapid COVID -19 machine is pending
- Two-Week Orientation- newly hired Police Officer begins on August 24, 2020.

#### I. Police Academy:

- September 2020/ 3 -PSA's-Final physical assessment will be conducted on August 27, 2020.

## 2. Pending Project:

- Simulator Room & Fence

## 3. Equipment:

- Ballistic Shields- Pending delivery
- Less-Than Lethal – Pending memo
- Ammo- Pending delivery 9mm. (.223 ammo arrived)
- Hobble Restraints-pending memo (Quartermaster)
- Go-pro camera-pending

## 4. EOC:

- WEBEOC Training was completed on Friday, August 7, 2020 (Lt. Muñecas and Lt. Ochoa with MDC EOC).

### Office of Emergency Management

- With County EOC Municipal Branch, attended ARM360 Rapid Damage Assessment webinar on August 6th, 2020.
- Conducted monthly EOC inspection with I.T.
- With County EOC Municipal Branch, attended WebEOC training webinar on August 7th and assisted Doral Divisional EOC representatives during training.
- Reviewed Situation Report (SitRep) Test instance and Incident Action Plan (IAP) WebEOC Board Set for further position specific training including EOC Operations Section and Planning Section.
- Attended FEMA webinar on The Challenges of Managing Natural Disasters During a Pandemic.
- Continued research on rapid testing and efficient ways of getting COVID-19 results given the current delays affecting laboratories across South Florida.
- Created daily reports on Doral COVID-19 cases number information with data provided by the Florida Department of Health, and shared COVID-19 and other information with Directors. New data includes daily number of positive cases in Doral and last 14 days' totals.
- Distributed Miami-Dade County daily COVID-19 Dashboard.
- Continue providing daily Situational Awareness reports to City Directors.

- Continued outreach on COVID-19 prevention and mitigation on website and social media platforms including information provided by the CDC, the Florida Department of Health, Miami-Dade County Fire Rescue, and the City's Public Affairs Office. Information also included new testing sites.

### **Public Works**

- ITB 2018-13 “Year 5B of Canal Bank Stabilization Program”: The final reimbursement packet was submitted on Friday, August 14th for the remaining 10% reimbursable funds to complete the \$1,000,000 LAP grant awarded to the City of Doral.
- ITB 2020-08 “Stormwater Improvement at NW 114 Ave & NW 50 Street”: Phase I along NW 114th Avenue between NW 50th Street and NW 58th Street was completed by Saturday, August 14th with final lift of asphalt. The Contractor has moved to Phase II along NW 50th Street between NW 114th Avenue and NW 112th Avenue and have closed the roadway to begin drainage installation next week.
- ITB 2019-36 “Year 7 Canal Bank Stabilization”: Substantial Walkthrough inspection was completed on Thursday, August 13th with the contractor. A Punch List was generated and will be addressed in order to complete and closeout this project.

### **Transportation:**

- NW 82 Ave. Roadway Construction between NW 27 St. and NW 33 St.: (8/13) Met with contractor and electrical subcontractor on Wednesday. A proposal to submit an “as-built” will be submitted to FPL for their review in regards to energizing lighting circuit.
- NW 74 St. Traffic Signals at NW 97 Ave. and at NW 102 Ave.: (8/13) All of the mast arms have arrived, and the installation process is ongoing since Monday. It is anticipated that they will be completed by this Saturday.
- Citywide Sidewalk Improvements:(8/13) FPL pole has been removed and contractor has been notified to remobilize in efforts to complete pending construction items.
- NW 41 St. Roadway Construction between NW 87 Ave. and NW 79 Ave.: (8/13) Contractor has poured remaining concrete curbing and sidewalk demoed by FPL repair. Contractor has begun preparations for blue tops in anticipation of structural asphalt course installation.
- NW 112 Ave. (25 - 34 St.) Roadway Construction Improvements: (8/13) Contractor is scheduled to work at night for the next two weeks in efforts to install drainage crossing along NW 27<sup>th</sup> street from 109<sup>th</sup> to 122<sup>nd</sup> avenues. Contractor installed 90 +/- LF of FD and continues to work on clearing and grubbing at NW 112th Avenue from 27th street to 34th street.
- Held a Virtual Plat Committee Meeting.