



Memorandum

To: Honorable Mayor and City Council

Date: September 18, 2020

From: Albert P. Childress, City Manager

Subject: **Weekly Council Update/September 13 - September 19, 2020**

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) Employee Testing/Resident Testing
- 3) School Survey
- 4) Public Affairs - State of City Address
- 5) Phase II - Re-opening
- 6) I.T. - Phishing
- 7) Rebuild Florida Mitigation Grant - September 14 - Deadline
- 8) September 15 - Deadline for CARES ACT Funding
- 9) Charter Amendments

- City Manager and Deputy City Manager along with City Clerk Diaz, City Attorney Figueredo and Planning and Zoning Director, Mr. Alexander Adams held Agenda Review meeting with Mayor Bermudez for the Zoning Council Meeting on September 22, 2020.

- City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez.

- Deputy City Manager held meeting with Economic Developer, Mr. Manuel Pila, Finance Director, Ms. Matilde Menendez, Procurement Manager, Ms. Tanya Donigan and Fixed Asset / Purchasing Coordinator, Ms. Johanna Castellanos regarding CARES Grant Administration.

- Deputy City Manager held meeting with Economic Developer, Mr. Manuel Pila, Finance Director, Ms. Matilde Menendez and Fixed Asset / Purchasing Coordinator, Ms. Johanna Castellanos for IAF Grants Administration demo.

- City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez and Information Technology Assistant Director, Mr. Carlos Olivares.

- City Manager held meeting with City Attorney Figueredo, Finance Director, Ms. Matilde Menendez and Human Resources Director, Mr. John Prats regarding Internship Program.

- City Manager along with Chief Hernan Organvidez held meeting with Mr. Richard Glukstad regarding Training - Car 54.

- Deputy City Manager attended Virtual - Special Meeting of the Miami-Dade County Board of County Commissioners.
- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- Deputy City Manager held weekly meeting with Planning & Zoning Director, Mr. Alexander Adams.
- Deputy City Manager held weekly meeting with Parks & Recreation Director, Ms. Erin Weislow.
- City Manager and Deputy City Manager attended Meet Camacol Doral - Virtual Town Hall Meeting.
- City Manager and Deputy City Manager along with City Attorney Figueredo held meeting with Human Resources Director, Mr. John Prats and Assistant Human Resources Director, Ms. Rita Garcia to review Officer Delgado's case.
- City Manager held weekly meeting with Chief of Police, Mr. Hernan Organvidez.
- Deputy City Manager held weekly meeting with Economic Developer, Mr. Manuel Pila.
- City Manager held weekly meeting with Human Resources Director, Mr. John Prats.
- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- Deputy City Manager held weekly meeting with Building Official/Director, Mr. Rene Velazco.
- Deputy City Manager, Building Official, Code Compliance Director and Planning and Zoning Director met to discuss a solution to an on-going fence extension issue at a residential community.
- City Manager and Deputy City Manager held individual Agenda Review meetings with City Councilmembers and Planning and Zoning Director, Mr. Alexander Adams, regarding Zoning Council Meeting on September 23rd, 2020.
- 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.
- City Manager and Deputy City Manager and meeting with Public Works Director, Mr. Carlos Arroyo, regarding US flags installation.
- 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 79 people who were observed in public without masks.

Capital Improvement Project Manager

Doral Cultural Arts Center:

- PMT and KVC met on September 15th for the Scoping of Contract.
- Ground-breaking on scheduled for late October.
- Coordination with IT Department is on-going.
- Banner coordination with Public Affairs is on-going.
-

Morgan Levy:

- Received and processed quotes for IT Components.
- Provided Existing Fire Alarm System to contractor on September 14th.
- Construction expected to start mid-October.

White Course:

- RFP draft in progress.
- Project will be advertised as an RFP by October 1st.
- Additional Site Plan comments received September 16th.

Doral Meadow:

- General construction on-going.
- Directional boring installation for IT poles starts next week.
- Parks is selecting final colors and finishes.
- Passed inspections for Building and Fire.
- ADT Access Control started September 17th.
- PM met with P&R and IT departments for underground utility locating on September 9th.

Doral Central Park:

- A/E addressed City's comments matrix; Closure of comments from City Departments are due September 18th.
- Parking Study under review by Public Works Department.
- Traffic Study submitted to City and MDC for review.
- A/E is working to finalize floor layout for Recreational and Aquatic facility for Parks & Recreation review.
- PMT and A/E participated on weekly meeting for the status of project.
- PMT, A/E and IT Department met for weekly on-going coordination.
- PMT, A/E and Floodplain Manager participated on the discussion of FFE requirements.

Doral Boulevard Pedestrian Bridge:

- FDOT is preparing to send Final Package to State for formal review and approval.

Trail Network:

- Project Design is on-going.
- Sharrows Intergovernmental Agreement submitted to MDC.
- PMT identified 4 bike lanes projects (2.6M), scope to add green pavement markings/ signs.

Lighting of Trails:

- Project Design on-going.

Trails and Tails Park:

- 100% Construction Documents are due by end of September.
- PMT is working on ITB draft.

Additional Items:

- The PMT met for weekly coordination/status of projects.
- Weekly Bond Meeting Process and Construction Management.
- August Budget Cost Report scheduled for September 23rd.

Building Department

- All team members continue to train on the Blue Beam reviewing software.
- Mr. Luis Cigliuti, new permit clerk started on Monday, September 14, 2020. Welcome to the Building team Luis. Looking forward to working with you.
- Mechanical plans examiner's virtual interview will take place Friday afternoon. The posting of the Structural plan examiner position has been extended for two weeks.
- Director attended the weekly Parks Bond meeting. All plans submitted to the Building department are being reviewed and the process is being closely monitored. Director met with the architectural team for the Cultural Center to discuss plans submittal requirements.
- Director attended the Public Arts Advisory Board meeting to review the Public Arts projects for three construction projects taking place in the City.
- Director attended the weekly meeting with the Deputy City Manager to discuss current issues.
- Director met with Deputy City Manager, Code Enforcement Director, and Planning and Zoning Director to discuss an ongoing fence extension issue at a residential community.
- Director met with John Pratts to address some staff matters. We want to extend our thanks to the HR Director and the HR department for all their assistance.
- Department continues to work with other departments to perform testing and other required tasks for the implementation of the Energov system. As this work progresses, certain processes and Code requirements continue to be updated for uniformity with the County and other municipalities.
- Street closing of Paseo Blvd continues. Plans for the second phase are in the City. Plans are being reviewed by Building, Zoning and Fire.
- COVID 19: Continue to practice safety measures and continue monitor activities at constructions sites. Testing of employees continues. Building team members were tested for the virus this week as part of their regular testing schedule.
- Director, mechanical, and plumbing Chiefs met with contractors from the Jackson Hospital at the site to check and discuss inspections matters. All issues were successfully addressed.

Weekly Statistics

- Permits Issued: 122
- Applications Received: 136
- Plan Reviews Completed: 84
- Inspections Completed: 583
- Customer Assisted at Solution Center: 128
- Average Waiting time per customer: 10 minutes
- PHONES: Data available: 443 Inbound call count for week; 3:00m average time per call; 27hr+ total time for week
- INSPECTIONS: 66 Average Daily Inspections, 332 total Inspections Completed (week)
- PLANS REVIEWS: 171 Plan Reviews (Quantity), 4% Expedite, 14% Walk-Thru, 33% Rework, 49% Drop-off/Electronic
- Average plan review time per plan per trade = 24mins

- LOBBY DATA (DORALQ): 92 Total Building Dept Customers; 18 Lobby Daily Average, 9.8 mins Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 9 mins
- VELARO CHAT PORTAL: 2000+ - Total online visitors, 2 total engagements at 12m per call

Code Compliance

- Department held monthly Special Magistrate hearing for the month of September, where 22 cases were successfully presented.
- Director and Assistant Director met with City Manager's Office, Building Official, and Planning and Zoning Director to discuss a solution to an on-going fence extension issue at a residential community.

Finance Department

- Accounts Payable: Processed 249 invoices; 119 checks and 6 wire transfers were issued for a total of \$776,472.
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Processed the City-wide payroll for the period of August 31 – September 13, 2020.

PROCUREMENT

A total of 8 PO's were created for a total value of \$214,115.60

CITY OF DORAL

PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 09/16/2020

- Solicitation No. and Title: RFP No. 2020-16 - Disaster Cost Recovery and Related Grant and Project Management Services

Dept: Finance

Broadcast Date: 06/05/2020

Due Date/ Bid Opening Date: 07/20/2020

Status: Phase I of evaluation has been completed and firms have been shortlisted for Phase II.

- Solicitation No. and Title: RFP No. 2020-19 - Deferred Compensation Plan

Dept: Finance

Broadcast Date: 06/19/2020

Due Date/ Bid Opening Date: 07/21/2020

Status: Solicitation is being cancelled.

- Solicitation No. and Title: RFQ No. 2020-22 - Professional General Engineering and Architectural Services

Dept: Public Works

Broadcast Date: 06/25/2020

Due Date/ Bid Opening Date: 08/07/2020

Status: Award Recommendation has been made.

- Solicitation No. and Title: RFP No. 2020-26 – Investment Management Services

Dept: Finance

Broadcast Date: 09/08/2020

Due Date/ Bid Opening Date: 10/13/2020

Status: Pre-bid meeting is scheduled for 09/24/2020.

- Solicitation No. and Title: RFP No. 2020-28 - Collision Repair and Body Work Services
Dept: Police/ Public Works
Broadcast Date: 08/28/2020
Due Date/ Bid Opening Date: 09/29/2020
Status: Pre-bid meeting was held 09/08/2020 with 2 firms in attendance.

Human Resources

COVID-19 Testing for Doral Residents

- COVID-19 testing for City of Doral residents began on Monday, September 14, 2020, from 9 a.m. to 1 p.m., at the Police Training Center in Doral. The City of Doral will continue providing COVID-19 testing on Mondays, Wednesdays, and Fridays. Appointments can be scheduled on the City of Doral's Website, through a link provided by Biotech Corp., through December 4, 2020. 47 residents were tested between Monday and Friday, and an additional 50 are expected to be tested on Friday.

COVID-19 TESTING for City Employees:

- In an effort to sustain operational efficiencies and care for the welfare of our workforce, the Human Resources Department continues to work with the City Manager's Office to facilitate weekly onsite COVID-19 testing of essential personnel/first responders at City Hall. On Thursday, September 17, 2020, 39 essential personnel/first responders were tested at City Hall. To date, Human Resources has received and filed 652 COVID-19 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.

- WELLNESS INITIATIVE: Human Resources prepared and distributed wellness kits for all employees that successfully completed the open enrollment.

- OPEN ENROLLMENT: The 2020 Open enrollment kicked-off on Monday, August 31, 2020, and closed on Friday, September 11, 2020, at 11:59 p.m.

• CURRENT JOB POSTINGS

- o Police Sergeant (Promotional)
- o Accounting Clerk/Permit Clerk (PW)
- o Code Compliance Officer I
- o Code Compliance Field Supervisor
- o Police Officer
- o Structural Plans Examiner
- o Auto Maintenance Technician

HR METRICS: This week, HR received a total of 43 employee inquiries and completed 24 PAFs, as follows:

HR Inquiries: 43

- Family Medical Leave 7
- Open Enrollment Insurance 1
- Backgrounds for 1 Police Officer, 5 PSA
- Resignation Inquiries 4
- Kronos 13
- Pre-Employment – 2 (Police Department Park Rangers)
- Assistance with Interview Questions – 3

- Job Posting -3
- Terminations - 4
- Direct Deposit - 1

PAF Tracker: 26

- Performance Merit Increase - 12
- Temporary service out of rank – 7
- Retirement – 1
- Verification of Employment -1
- Years of Service Bonus - 3
- New Hires- 2

New Employee

- HR welcomed Mr. Luis Cigitui on 9/14/2020, as the new Permit Clerk for the Building Department.
- HR welcomed Mr. Raudel Ayala on 9/14/20, as a new City of Doral Police Officer

Special Projects

- HR worked to reconfigure Kronos to account for the Police Department's new bid shift change. This is necessary to ensure all employees are assigned to the correct pay rule and schedule. This process consisted of reviewing a total of 203 profiles and granting Manager licenses to applicable supervisors.

Interviews

- HR worked with the Planning and Zoning Department in the selection process for the Planner position.

Information Technology

- Police Support:
 - Continue IT Inventory.
 - Pushed Microsoft Teams to all mobile devices.
 - Upgraded Net Motion client to 12.0
 - Fixed printing issues for Motors mobile printer.
 - Tested iPad on FirstNet network.
 - Working with ADT to get PD Training Center gate to come online.

• Network Administration

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

Participated in internal and external meetings (IT-Weekly, with City's Security Partner, with City's Services Provider, with Parks Bond Team, and with City's Low Voltage Vendor).

Troubleshoot of Network Switch and IP Cameras from City Hall.

Installed and configured an enhancement on the main network monitoring system. Began to implement new features.

Attended to the IT Security Awareness Training.

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

Initial Network Designed for the Doral Cultural Art Center and obtained a quote of networking equipment.

- IT CD-PLUS ODBC Crystal Report Issues COMPLETED
- IT Tyler Cashier FN Working Station Install COMPLETED
- IT CD-PLUS EnerGov User Table Auditing COMPLETED
- IT EnerGov IO's and IAAs Testing IN PROGRESS
- IT EnerGov CSS TEST Issues IN PROGRESS

IT CASHIERING Implementation IN PROGRESS

IT EnerGov FEE-Charge Code Mapping IN PROGRESS

IT EnerGov Intelligent Objects Configuration IN PROGRESS

- Systems Administration.

Review and Keep the backups 100% operational.

Updated and restarted some servers to test the monthly Windows Updates

DBA asked to change Manage role for user that manage BI

Change the Login script that maps the network folders for HR.

Updated GPO to change Dashboard icon in PD

Removed the last Mailbox databases in the exchange servers.

Troubleshoot problem in the Host Sunday morning.

Migrated VMs out of the host with problems.

Weekly Team meeting.

Weekly Security assessment meeting.

Fixed problem in the Archiving server in PD

Replaced the Dual SD Module in the Chassis II at the NAP.

Meeting with the sale representative to renew VMWare licenses.

Updated and restarted some servers with the monthly Windows Updates

Kickoff Meeting with the AD migration team.

- Closed 92% of support tickets
- Physical Inventory of IT equipment (in progress)
- Configure and troubleshoot Scan to Folder on Ricoh printers (in progress)
- FY1920 Replacement desktops at CH (in progress)
- Maintenance to fueling system database (completed)
- Setup and configure Code officers iPads to access workstations (in progress)
- Troubleshoot doors panel for access control (completed)
- Setup and configure new PSA's login and system access (in progress)
- End of Flash support meeting with Kronos vendor (conference call)
- Cultural Arts - SCS scope (Teams meeting)

- Security Manager

Analyzed 39 emails reported by City users

Attended USSS Incident Response Simulation

Completed Remedial Training Campaign

Completed makeup Security Awareness Training

- Citywide Projects

2018-2019 BD - DEVELOPMENT SERVICES SOFTWARE

We are finalizing unit testing on Professional licenses setups/updating changes of configurations while testing all user processes. Users are testing and troubleshooting all IAA and IO triggers.

We have been working with Conversion data and Lookup report document. We completed list of reports/letters from our inventory of all forms. Now waiting for Tyler to develop the 22 forms in accordance to contract and then plan a testing time for these. We are waiting on P/Z to complete testing to start with system testing.

Project overall is 41% completed

2019-2020 Tyler 311

We are starting to configure Tyler311 configurations while waiting for Tyler modifications for data fields require for the transfer of data to the PW Mobile 311. We are waiting for API development completion by October. IT team is still waiting for access to the SRSS portal for reporting. Project overall is 40% completed

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

We completed the training and user acceptance test without the Energov plug-in this week. We are having issues with test to Energov and creating example of Bluebeam Revu session from Energov.

Project overall is 88% completed

2019-2020 MyCivic

Public affairs is submitting changes for MyCivic application and coordinating a configuration training to implement MyCivic starting planning in September.

Project overall is 12% completed

2020-2021 IGinspect and IGenforce applications

Testing with Building department SME and Code SME has been performed, issues with timing of response has been informed, we are waiting new forms and reports development created by Tyler to finalize Unit testing.

Project overall is 45% completed

2020-2021 CSS Citizen Self Service

We still are having issues with new upgrade on user testing and waiting on Tyler to resolve.

Project overall is 70% completed

2020-2021 Accounts Receivable System

We continue implementation/configuration/unit testing during this month. Finance has decided reporting requirements and inventory was updated

Project overall is 27% complete

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

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

Project overall is 10% completed

2020-2021 Energov Cashiering Project

We are finalizing the system configuration to see what forms/reports for Cashiering requirements will be required while entering all GL codes. We are updating Project plan/implementation plan with all requirements and dates for configuration.

Project overall is 17 % completed

• Application Development:

Updated, tested and submitted a new Store Procedure for exempt records on Energov.

Tested 5 years improvement value on Energov, set up IO and IAA on Test environment.

Assisted with Energov configurations.

Investigated issue with Alarm system.

Set up new PD 311 user.

Assisted PZ and BD with properties.

Assisted to Energov meetings.

- GIS Administration:

As per police dept's request, provided GIS table regards to office and industrial building area sq. ft.

As per police dept's request, provided GIS and CAD files 'Areas' zone/law beats.

GIS meeting with police officers about school information updated.

GIS meeting with police dept's and building dept's about EOC GIS projects.

Meeting with team about EnerGov, CSS, and Tyler311.

Conducted EnerGov, CSS, Tyler311 geocoding, addresses, server.

Monday.com staff meeting.

- Database Administrator:

- Attended Vigilant Learn Update Webinar.

- Attended Shell Map EnerGov Conference Call.

- Attended Data Conversion EnerGov Conference Call.

- Attended Troubleshoot CSS Mapping EnerGov Conference Call.

- Attended Unlocking the "Power" in Power Apps, Power Automate and Power BI Webinar.

- Working on the Building Internal Dashboard to make changes requested by the HR Director.

- Website Projects

- FPL 2 LPR Poles:

Horsepower continues updating requirements changes of permits and re-submitting to MDC.

Permits requested changes and now waiting for MDC to approve permits of site 26 and 30.

Project is 39 % completed.

- WCCD 37122- New Smart City Certification Project

Waiting new reviser to complete work with us; we should have results by September and then we will have meeting for final auditor approval.

Project is 95% completed

- HRIS New System Project

We have started to develop a RFP with detail requirements for each module utilized in the HR department including payroll, time & attendance, performance, learning , core HR and e-forms.

Project is 0% 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 Hector (Sr. Network Admin) in the removal of network equipment at the Sub Station Community center.

- Assisted Carlos (PD IT supervisor) with the PD substation gate issue and coordination of repair with vendor (ADT).

Parks and Recreation

- Held core admin staff meeting.

- Athletics Coordinator completed Broncos Cheer registration with 67 participants.

- Athletics Coordinator cleared 10 Broncos Cheer volunteers.

- Updated City of Doral website with fall program events.

- Director attended virtual weekly meeting with the Deputy City Manager.

- Director attended Bond meeting to discuss construction management.

- Director met with US Army Garrison staff to discuss the interlocal agreement.
- Park hours were extended per city emergency order.
- Field Hockey and Cheerleading began onsite practices.
- Staff continue to finalize return-to-play plan for other sports.
- Met with Christmas Designers, our Christmas lighting vendor, to discuss future holiday event plans.
- Special Needs Specialist held weekly virtual classes for Doral Special Olympics Group.
- Received great viewing numbers from our Virtual Doral Opera, making it our most viewed Cultural Event.

Planning and Zoning

- PZ Director participated in agenda briefings with Council members for the Council Zoning Meeting scheduled for September 22, 2020.
- PZ Director and Assistant Director participated in the Public Arts Program Advisory Board Virtual Meeting on September 16, 2020. Three (3) applications were presented and approved unanimously by the board. These applications will be presented for Council Approval on the Council Meeting scheduled for October 14, 2020.
- PZ Director conducted interviews for the City Planner Position on Friday September 18, 2020.

Occupational Licensing

- 6 New BTR/CU licenses approved this week.
- 3 Temporary Outdoor Dining permits approved this week. (51 total approved permits)

Planning and Zoning

- New addresses: 5
- Permits reviewed: 40
- Inspections conducted: 26
- Assistant PZ Director attended the Parks Bond Meeting
- PZ Director Attended Webinar hosted by FDOT
- PZ Director met with Deputy City Manager
- Economic Developer met with Deputy City Manager
- PZ Director met with Sabor Havana regarding a Special Event at 2600 NW 87 AVE
- PZ Director met with Kelly Tractor Company regarding site plan submittal

Economic Development

- Participated in CAMACOL Doral Virtual Town Hall Meeting with Mayor
- Participated in interview with IT for Dell's municipal staff interviews on www.CIO.com
- Promoted 'Grow with Google' Spanish-language webinar series.
- Met with IAF Consulting for follow-up demo and routing of draft agreement for CARES Act grant services
- Met with Beacon Council EDO Partners re: updates to www.MiamiDadeSites.com and new business support platforms for social distancing management
- Met with Alcora Corporation representatives and Beacon Council re: acquisition of property for expansion of operations in Doral and scheduling of meetings with Mayor and staff
- Met with Prospera re: 2021 business support program proposal
- Participated in Costa Rica Chamber of Commerce 5th Anniversary event
- Attended presentation of Congratulatory Certificate to Juicy Burgers

- Met with USDOT referral Spectrum haven and provided capacity statement to procurement and staff

Police Department

Arrests

- Felonies: 7
- Misdemeanors: 10
- Traffic: 2
- Warrants: 1
- DUI: 1

Traffic Citations

- Hazardous Moving Violations: 349
- Non-Hazardous Moving Violations: 391

Notable Arrests & Incidents

Burglary / Unoccupied Structure

Theft

Doral Police detectives arrested a woman who gained access to the mailroom in the apartment building located in the 4400 Block of NW 87 Avenue and removed a package containing property valued at \$480.00 that did not belong to her. The owner of the stolen property viewed the building's surveillance video and confirmed that the box the subject removed belonged to him. The investigation revealed that the subject gained access to the mailroom by using the key of a friend that lives in the building. Detectives spoke with the subject's friend who advised that she was not aware the subject had used her key to gain access to the mailroom. The friend advised that she drove the subject and the stolen box to a location in the area of Biscayne Boulevard and 26 Street. The subject was arrested and confessed to having committed the theft. She was charged accordingly and transported to TGK. She is currently on Probation for similar crimes.

Armed Robbery

Theft

Doral Police arrested two men who robbed the Walgreens located in the 9600 Block of NW 41 Street. The investigation revealed that two men entered the store and took three 12-packs of beer and several packs of shaving cartridges. The men proceeded to exit the store at which time they made eye contact with an employee. One of the men lifted his shirt and displayed a firearm that was tucked in his waistband and told the employee he would be back. The employee became scared and in fear for his life. After the subjects had left, he called police. Detectives were able to obtain a tag for the subjects' vehicle and located them, taking them into custody without incident. The subjects were charged accordingly and taken to TGK.

Carrying a Concealed Firearm

Possession of Firearm by a Convicted Felon

Grand Theft

Possession of Marijuana with Intent to Distribute

Resisting Arrest

Doral Police Officers were conducting a plain-clothes detail in several of the hotels in Doral in response to recent crimes reported, when they observed three men sitting inside a parked car. As they approached the vehicle, they detected a strong smell of marijuana emanating from the

vehicle. One of the officers observed the grip of a firearm protruding from the right leg of one of the subjects. The officer requested back-up before getting the men out of the car and continuing with the investigation. The firearm in question had been previously reported stolen in Unincorporated Miami-Dade County. The subjects were also in possession of approximately 59 grams of marijuana. In addition, the subject in possession of the firearm is a convicted felon and not legally allowed to possess a gun. The three men were charged accordingly 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-10

- Doral Park Country Club-HOA-member flow
- Doral Commons Plaza-Publix officer asst
- Eco Wash-business contact
- Biarritz-speeding in the community
- Temperature tent at the station
- COVID Tent at International Mall

Friday 11

- Cityplace update on Copper Blues/updated trespass. 232 on Sundays Brunch in Copper Blues/follow up with Code Enforcement
- Landmark traffic signals and speed
- Enterprise rent a car business contact
- Graciano's Bike –follow up on becoming bicycle unit vendor
- Temperature tent at the station
- COVID Tent at International Mall

Monday-14

- Safecam follow up with RECS/RMCS changes to the affidavit
- Safecam offered to Cityplace
- Sam's-Safecam-GM not available
- Cityplace-pick up new trespass and offer SafeCam
- Walgreens 9675 NW 41 St Case 15680-armed 29, offered Safecam
- Papa Johns –met w/General Manager and offered Safecam
- Panera-met with GM Norberto Gonzales and discussed Safecam
- Temperature tent at the station
- COVID Tent at International Mall

Tuesday-15

- Learned and worked Doral 311 food grocery program
- Access and learn 311
- Logistics and prepare for 311 delivery 9-17
- Temperature tent at the station
- COVID Tent at International Mall

Wednesday-16

- Logistics and prepare for 311 delivery 9-17
- Temperature tent at the station
- COVID Tent at International Mall

Training Section

- New Hire Police Academy
 - o September 14, 2020 – Welcome, Use of Force, Vehicle Pursuit, Social Media, Equipment/Property and Evidence, Laptop Issuance, Victim & Witness Assistance/Photo Line-ups & Show Ups
 - o September 15, 2020 – Traffic Laws, Employee-Involved Traffic Crash, Risk Protection Order, Marchman Act, eNotify, Fleet, Body Worn Camera, Communications, OSSI & RMS
 - o September 16, 2020 - Code of Conduct, Autism, Ethics, Limited English Proficiency/ Biohazard Safety/Gas Mask Refresher, CPR, Scene Management, Accreditation
- Taser Certification Class (Make-up Dates)
 - o September 10, 2020 – Doral Police Training Center
 - o September 14, 2020 – Doral Police Training Center
- PAC 136 Recruit Memo – Week 2 completed

The Training Unit disseminated the following training announcements:

- Interviews and Interrogations
- Advanced Interviews and Interrogations
- Crime Scene Analysis
- Combative Offenders Control Technique
- Speed Measurement
- Mandatory Re-trainings
- Advanced Report Writing and Review
- Driver Improvement Program

The Training Unit disseminated the following training bulletin:

- Safety Awareness Bulletin – Situational Awareness Against Ambush Attacks

Office of Emergency Management

- Attended NWS Miami weekly weather briefing.
- Attended Miami-Dade County OEM new ARM360 version demonstration with other municipalities.
- Monitored Tropical Storm Watch messages on Doral Alerts, and Tropical Storm Sally effects in the South Florida area during the weekend. Posted information from NWS Miami and National Hurricane Center on social media.
- Followed up on adoption Resolution of Local Mitigation Strategy (LMS) per new State requirement and provided copy of Resolution to County OEM for distribution to State.
- Attended LMS Quarterly Meeting with State Mitigation representative on HMA grants, Rebuild Florida and FEMA GO.
- 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 increase of positive cases in Doral.
- Distributed Miami-Dade County daily COVID-19 Dashboard.
- Continued 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 free testing site for Doral residents at the Police Training and Community Center.
- Provided Emergency Preparedness information including National Preparedness Month campaign provided by FEMA and Ready.gov

Public Works

- Installed communication furniture at the City of Doral Police Department.

Transportation:

- NW 74 St. Traffic Signals at NW 97 Ave. and at NW 102 Ave. were inspected and are now fully functioning.
- 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. Drainage installation is complete and stabilized sub grade is complete. Contractor is to continue with the roadway restoration and install final lift of asphalt on Sunday, September 20th. Walkthrough meeting was scheduled for September 17th to identify repairs and clean-up efforts for final acceptance. New final acceptance date is October 2nd due to inclement weather.

- ITB 2019-36 “Canal Bank Stabilization Project Year 7”: Project is complete. Only pending item is to sod the FAA property along NW 25th Street as the Sod Farm is not harvesting at this time due to bad weather. Once sod is installed the project will be complete. Clean up efforts of the site is ongoing, and equipment is being removed from the site.
- The Second Amendment of the Public Transportation Grant Agreement with the Florida Department of Transportation (FDOT) was executed for the FIU Trolley Route
- Attended the virtual Miami-Dade County Transportation Planning Organization (TPO) Transportation Planning Council (TPC) Meeting
- NW 82 Ave. Roadway Construction between NW 27 St. and NW 33 St. (9/17) No activity. This project is in closeout phase.

- Citywide Sidewalk Improvements: (9/17) Contractor is waiting on asphalt cure time to install thermo striping.
- NW 41 St. Roadway Construction between NW 87 Ave. and NW 79 Ave. (9/17) Contractor continues working on installing guardrail on the south side of NW 41st street and coordinate with FPL to remove remaining pole on 79th avenue in efforts to open up phase I roadway section. Performed final walk thru on Dressels Canal portion of project...pending minor punch list items.
- NW 112 Ave. (25 - 34 St.) Roadway Construction Improvements: (9/17) Contractor continues working day and night to complete NW 27th street and 112th avenue from 25th to 27th street in anticipation to school opening back up.