



Memorandum

To: Honorable Mayor and City Council

Date: September 11, 2020

From: Albert P. Childress, City Manager

Subject: **Weekly Council Update/ September 6 - September 12, 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
 - 3) September 11 Ceremony
 - 4) Budget Meeting, Tuesday
 - 5) City Council Meeting, Wednesday
 - 6) Zoning Meeting, Wednesday
 - 7) Thursday - Wear Orange Day
 - 8) Facial Masks
 - 9) Rebuild Florida Mitigation Grant - September 14, deadline
 - 10) Management Partners Final Report - 18 Recommendations 9-2
- City Manager and Deputy City Manager along with City Attorney Figueredo held meeting with Planning and Zoning Director, Mr. Alexander Adams to review items drafted for Local Planning Agency and Zoning Council Meetings scheduled September 23, 2020.
 - City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez.
 - Deputy City Manager held weekly meeting with Planning and Zoning Director, Mr. Alexander Adams.
 - City Manager held meeting with City Attorney Figueredo, Finance Director, Matilde Menendez and Procurement Manager, Ms. Tanya Donigan regarding Deferred Comp Solicitation.
 - City Manager and Deputy City Manager held meeting with City Attorney Figueredo, Finance Director, Matilde Menendez and Procurement Manager, Ms. Tanya Donigan, Communications & Protocol Manager, Ms. Maggie Santos, Human Resources Director, Mr. John Prats, Information Technology Director, Ms. Gladys Gonzalez regarding CARES Grant Management.
 - Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
 - City Manager and Deputy City Manager attended Virtual 1st Budget Hearing for Fiscal Year 2020-2021 held September 8, 2020.

- City Manager and Deputy City Manager along with City Clerk Diaz and City Attorney Figueredo held Agenda Briefing meeting with Department Directors for Council Meeting on September 9, 2020.
- City Manager and Deputy City Manager attended Virtual Council Meeting held September 9, 2020.
- City Manager held weekly meeting with Chief of Police, Mr. Hernan Organvidez.
- City Manager and Deputy City Manager along with City Clerk Diaz and City Attorney Figueredo held After Action meeting with Department Directors to discuss Agenda Summary from Council Meeting held September 9, 2020.
- 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 and Assistant Building Director, Ms. Jane Decker.
- Deputy City Manager held weekly meeting with Parks & Recreation Director, Ms. Erin Weislow.
- City Manager and Deputy City Manager along with Mayor, Councilmembers and City employees met outside the Doral Government Center to take a group photo for National Wear Orange Day | Hunger Action Day!
- Deputy City Manager held weekly meeting with Economic Developer, Mr. Manuel Pila.
- City Manager and Deputy City Manager held meeting with Public Works Director, Mr. Carlos Arroyo and Facilities Manager, Mr. Luis Sanchez regarding security glass.
- City Manager and Deputy City Manager along with Mayor, Councilmembers, City Attorney Figueredo, City Clerk Diaz, City Hall and Police staff members attended the September 11th Remembrance Ceremony held at the Doral Government Center Rotunda from 8:30am to 9:00am.
- Deputy City Manager held weekly meeting with Assistant Planning and Zoning Director, Mr. Javier Gonzalez.
- City Manager and Deputy City Manager held Extending Park Hours meeting with Parks & Recreation Director, Ms. Erin Weislow and Assistant Parks Director, Lazaro Quintero.
- 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 64 people who were observed in public without masks.

Capital Improvement Project Manager

Doral Cultural Arts Center:

- ITB 2020-21 Contractor recommendation approved by Council.
- Meeting with contractor to review contract terms scheduled for September 15th.
- 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 from IT Department.
- Contractor submitted three (3) RFI's for A/E review.
- Construction expected to start mid-October.

White Course:

- RFP draft in progress.
- Project will be advertised as an RFP by Mid-September.
- A/E is awaiting final input on camera poles and light density for passive field.
- Requested photometric plans on the desired lighting levels to Parks and Recreation.

Doral Meadow:

- General construction ongoing.
- Storefront for Flex space due on-site mid-September.
- ADT Access Control performed site visit on September 9th.
- SCS Free Wire performed site visit on September 9th.
- PM met with P&R and IT departments for underground utility locating on September 9th.

Doral Central Park:

- A/E is working on City comments responses.
- A/E working on response to City Comments
- Parking Study under review by the City.
- Traffic Study submitted to City and MDC for review.
- Next milestone is Design Development Package I for site clearing, grading, underground utilities.
- PMT and A/E participated on weekly meeting for the status of project.
- PMT, Parks and Recreation, and A/E participated on discussion of the Skate Park.

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 Interlocal Agreement approved by City Council and 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:

- PMT met with Parks and Recreation and Design Team to discuss comments to the lighting plan.

Additional Items:

- The PMT met for weekly coordination/status of projects.
- Weekly Bond Meeting Process and Construction Management.

Building Department

- All team members attended the CADD Microsystems Blue Beam training to become familiar with the reviewing software.
- New Permit clerk will start on Monday, September 14, 2020. All the clerk positions have been filled.
- Director, Eugene Collings, Carlos Arroyo and Javier Gonzalez met with customer to discuss the possibility of interim parking lot space on 54th Street.
- Director and assistant are preparing the candidate documents for the mechanical plans examiner's interviews.
- 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 attended the virtual 1st Budget Hearing for FY 2021
- Director attended the weekly meeting with the Deputy City Manager to discuss current issues, including coverage of the Solutions Center from 7:00 am to 5:00 pm.
- Director monitored the virtual Council meeting for the month of September.
- Director met with John Pratts, Gladys Gonzalez, and Jane Decker to discuss Key Performance Indicators from the Management Partners reports.
- Department continues to work with other departments to perform testing and other required tasks for the implementation of the Energov system.
- Street closing of Paseo Blvd continues. Plans for second phase of project are expected soon.
- COVID 19: Continue to practice safety measures and continue monitor activities at constructions sites. Testing of employees continues.

- All inspections and reviews for the major projects continue to be performed on time.

- PHONES: Data available: 638 Inbound call count for week; 3:00m average time per call; 40hr+ total time for week

- INSPECTIONS: 95 Average Daily Inspections, 474 total Inspections Completed (week)

- PLANS REVIEWS: 271 Plan Reviews (Quantity), 1% Expedite, 10% Walk-Thru, 29% Rework, 60% Drop-off/Electronic

- Average plan review time per plan per trade = 24mins
- LOBBY DATA (DORALQ): 135 Total Building Dept Customers; 27 Lobby Daily Average, 9.6 mins Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 7 mins
- VELARO CHAT PORTAL: 3063 - Total online visitors, 1 total engagements at 5m per call

Code Compliance

- Code Compliance Officer worked Labor Day holiday, actively patrolling the city for various/common holiday violations.
- Department recognized Allied Universal Corporation at the September Council meeting for the Keep Doral Beautiful Award.
- Director participated in Energov Stakeholder Outreach Meeting.

Finance

- Accounts Payable: Processed 268 invoices; 90 checks and 4 wire transfers were issued for a total of \$1,136,117.
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).

PROCUREMENT

1. A total of 10 PO's were created for a total value of \$151,594.34
2. Please see attached Cone of Silence Report for the week of 09/09/2020

CITY OF DORAL

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

- 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: Pre-bid meeting was held on 06/24/2020 with Twenty- two (22) firms in attendance. Six (6) submittals were received and are currently being evaluated.
- 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: Pre-bid meeting was held on 06/30/2020 with eleven (11) firms in attendance. Six (6) submittals were received and are being evaluated.
- 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: Pre-bid meeting was held on 07/09/20 with eighty-four (84) firms in attendance. Twenty-five (25) submittals were received and are being evaluated.

- 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:

- The HR Director participated in a Teams meeting with the City Manager, Deputy City Manager, Acting Police Chief, Parks Director, Public Works Director, and Public Affairs Director to finalize the logistics for the COVID-19 onsite testing, which starts Monday, September 14, 2020, from 9 a.m. to 1 p.m., at the Police Training Center in Doral. The City of Doral will be 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. Following Mayor Bermudez' video announcement of September 10, 2020, 80 residents were already signed up by that evening. The COVID-19 testing is programmed through December 4, 2020.

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 10, 2020, 36 essential personnel/first responders were tested at City Hall. To date, Human Resources has received and filed 609 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 wellness kits for all employees that successfully completed the open enrollment.
- OPEN ENROLLMENT: The 2020 Open enrollment period is currently underway from Monday, August 31, 2020, through Friday, September 11, 2020, at 11:59 p.m.
- TRAININGS: Kronos Training for Police Sergeants and Worker's Compensation Training for newly promoted Police Sergeants.
- CURRENT JOB POSTINGS
 - Code Compliance Field Supervisor
 - Code Compliance Officer I
 - Full-time Structural Plan Examiner (Building Department) – (Posting extended 2 more weeks)
 - Auto Maintenance Technician (Public Works Department) – (Open Continuous)
 - Police Officer (Police Department) - (Open Continuous)

HR METRICS: This week, HR received a total of 69 employee inquiries and completed 52 PAFs, as follows:

HR Inquiries: 69

- Family Medical Leave 6
- Open Enrollment Insurance 14
- Backgrounds for 2 Police Officer, 4 PSA
- Job Offers 4
- Resignation Inquiries 9
- Kronos 20
- Pre-Employment – 10

PAF Tracker: 52

- Performance Merit Increase -6
- Temporary service out of rank -8
- Address Change- 4
- Verification of Employment -8
- Reclassifications – 20
- New Hires- 3
- Promotions- 3

Information Technology

- Police Support:
 - Fixed scan to email on Front Desk printer.
 - Fixed Crystal reporting issue in RMS.
 - Assigned new Sgt's IT equipment.
 - Fixed citation printing issue for 2 Motor Officers.
 - Coordinating Miami Dade CAD/RMS Interface

• Systems Administration.

Review and Keep the backups 100% operational.

Install PRTG Server in City Hall

Uninstalled the Hybrid agent for PD in order to prepare to uninstall the exchange server

Synch WSUS Server with September Windows Updates

Install PRTG Server in Police Department.

Disabled the Mail flow that was used during the email migration in PD

Disabled organization sharing in office 365

Updated and restarted some servers to test the monthly Windows Updates

Removed the Mailbox databases in the exchange servers.

• Systems Analyst

IT Access Control Server/Electrical Room Electrical Work COMPLETED

IT EnerGov Intelligent Objects Configuration COMPLETED

IT MUNIS FUND Access IT Modify COMPLETED

IT Licensing Division BTR Yearly Renewal COMPLETED

IT CASHIERING Implementation IN PROGRESS

IT EnerGov FEE-Charge Code Mapping IN PROGRESS

IT Tyler FORMS Migration Forms/Reports MUNIS Audit IN PROGRESS

IT CD-PLUS EnerGov User Table Auditing IN PROGRESS

IT Tyler Forms Migration in PROGRESS

IT SoftwareHouse Clearance Groups and Access Configuration IN PROGRESS

IT EnerGov Intelligent Objects Configuration IN PROGRESS

- Closed 91% 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)
- Setup and assist users for Bluebeam Training sessions (completed)
- Setup and assist users for Tyler Cashiering Configuration Training (completed)
- Attended Security Awareness Training (completed)
- Configuration of holiday schedule for access control system (completed)
- Maintenance to fueling system database (in progress)
- Assist PW on reports needed for audit (completed)
- Setup and configure Code officers iPads to access workstations (in progress)

- Network Administration

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

Participated in internal and external meetings.

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

Setup of new phone extensions for PD.

Configured the Network Access Controller for the Certificates Management.

Visited the PD Community Center and disconnected and unmount all Network Equipment.

Assisted and provisioned the network during the setup of a lighting system for the Public Works Department.

- Citywide Projects

2018-2019 BD - DEVELOPMENT SERVICES SOFTWARE

We are updating GL codes and accounts for fees in Energov. We are waiting on users to perform unit testing on Professional licenses setups/updates changes of configurations while testing all user processes. IT team continues testing and troubleshooting all IAA and IO missing and will be testing these this week as we wait for Conversion data. 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 still creating maps and testing for exempt records requirement.

Project overall is 40% completed

2019-2020 Tyler 311

We are coordinating Tyler311 testing for September. 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.

Project overall is 87% 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 IInspect 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 17% 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 started 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 14 % completed

- GIS Administration:

Received base map imagery data eMap international.

Resolved an issue with file. Sent computer aided design (CAD) DWG file and GIS shapefile to Central Square Support.

As per planning/ zoning dept's request, resolved an issue with zoning web map app search widget. Republish geocode service.

As per public works dept's request, clipped county's lighting special taxing district GIS layer to Doral's boundary. Created and sent shapefile to dept.

As per public works dept's request, assisted with toolbox layer to KML in ArcGIS Pro.

Researched on SAML setting in ArcGIS online.

- Database Administrator:

- Attended EnerGov Internal Weekly Conference Call.

- Attended EnerGov Biweekly Conference Call.

- Attended Conference Call with the IT, Building, and HR Directors to review the metrics for the Building Internal Dashboard. A new meeting will be scheduled with the Assistant Building Department Director to go over the data for the metrics.

- Working on a New Dashboard Report for the Planning and Zoning Department to display the BTR's, Certificates of Use, Permit Reviews, and Inspection on a weekly basis.

- Application Development:

Updated Store Procedure for exempt records.

Set up apple id for MyCivic and reviewed the provided documentation.

Started Store Procedure for email notification of posted payments on Energov.

Assisted PZ and BD with properties.

Assisted to Energov meetings.

- Website Projects

- FPL 2 LPR Poles:

Horsepower is 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

We called but they ask us for another 3 weeks for 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

- 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 1, Site 26 and Site 30 LPR camera installation.
- Continued installation of Axis 360-degree cameras to replace outdated Trafcam at LPR Sites.

Parks and Recreation

- Meeting with City attorney's office to discuss sponsorship valuation
- Director attended virtual 1st budget hearing FY 20-21
- Meeting to discuss E-Sports introduction in Doral
- Meeting to discuss skate park at Doral Central Park
- South Florida Parks Coalition COVID-19 weekly meeting
- Meeting with City Manager and Deputy City Manager regarding Park hours
- Virtual art after dark mask painting event
- Virtual Doral Opera Concert

Planning and Zoning

- On September 8, 2020, PZ Director participated in agenda briefings with the City Manager's and City Attorney's office to discuss items for Council Zoning Meeting on September 22, 2020.
- On September 9, 2020, City Council passed the second reading of Ordinance 2020-18 authorizing the extension of all 2019 Business Tax Receipts (BTRs) until the end of the year.
- Subsequently, Economic Development and The Licensing Division began preparing mail-outs informing the Business owner of the extension and economic development materials (spend local).

Occupational Licensing

34 New BTR/CU licenses approved this week.

Planning and Zoning

25 Building Permits reviewed this week.

26 Inspections performed this week.

1 Special Event Permits received this week.

- PZ Director and Assistant Director participated in meeting with Playland LLC.
- PZ Director participated in Budget Hearing.
- PZ Director and Assistant Director participated in meeting with Doral Conservatory LLC.

Economic Development

- Met with Coastal Cloud and IAF Consulting re: demos for business assistance grant and rental assistance grant administration and application portals.
- Accepted invitation from Dell to feature Doral's Smart City strategies in an interview with IT and Economic Development for a featured article on State and Local Government continuity on www.CIO.com.
- Promoted 'Grow with Google' Spanish-language webinar series
- Promoted CAMACOL Doral Virtual Town Hall Meeting and 3-month webinar series focused on specific business sectors in Doral.
- Met with Tery Soriano, Regional Director of Sales and Marketing, Driftwood Hospitality re: new hotel and market info.

- Met with Doral Decor District committee president re: implementation of branding banners and wayfinding signage.
- Supported BTR mailing with informational materials for businesses.
- Met with Meltwater re: Economic Development reporting options.
- Updated statistical information on Economic Snapshot materials.
- 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: 8
- Traffic: 4
- Warrants: 6
- DUI: 1

Traffic Citations

- Hazardous Moving Violations: 208
- Non-Hazardous Moving Violations: 383

Notable Arrests & Incidents

Grand Theft

Doral Police arrested a man who stole a television set valued at \$1,200 from his employer. The investigation revealed that the subject was employed as delivery driver by a logistics company located in the 8200 Block of NW 21 Street. The subject was captured by the warehouse's surveillance video system as he loaded the television set onto his truck at the beginning of his shift and then proceeded to leave the building to do his route. At the conclusion of his shift he was confronted by the firm's management and asked what he had done with the television set. The subject he replied that he could not remember loading a television set onto his truck. He was arrested and transported to TGK.

Disorderly Intoxication

Assault

Resisting Arrest

Doral Police were summoned to City Place located in the 8300 Block of NW 36 Street regarding a fight between several males. One of the responding officers requested back up officers to assist regarding the number of men fighting. The subject ran towards an officer who was breaking up another fight. Fearing for that officer's safety, another officer deployed his Taser and they were able to take the man into custody. The subject was not injured. He was charged accordingly and transported to TGK.

Public Information Office

- The PIO handled inquiries from the media on matters involving the Doral Police Department.
- Escorted a film crew shooting a documentary for National Geographic that focuses on how police officers are dealing with the challenges posed by COVID-19.
- 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-3

- Aloft/Element Hotel Watch DPD case 15217
- Doral Physical Therapy Safecam
- Sergio's SafeCam
- Allegro 55-Webinar presentation
 - a. Hurricane Preparedness
 - b. Covid 19 –scam prevention, emails, calls
 - c. Post storm response
 - d. "See Something Say Something"
- Allegro-installing knock box, and key card box
- International Mall-mall watch

Friday-4

- Biarritz f/u with DR 7 & HOA president
- Modern Doral traffic light
- Medley Services
- DMV
- Heroes meal delivery @ DPD/Divieto

Tuesday-8

- Biarritz-speeding and traffic signs-survey property with HOA president. Radar on property
- Atlas property management –in reference to Biarritz
- Allegro 55-f/u on installing lock box and Knock box –evening door greeter was removed
- Corsica-f/u with Delia @ Doral Property Management in regards to stand on street NW 112av/78
- Apex/Summit-Yelp as entry mechanism f/u with property manager
- Landmark-traffic obeying speed and signs
- Graciano-p/up bike vendor application
- Doral Park Country Club-meetings

Wednesday-9

- Follow up with Apex & Summit on officers leaving gate open/and installing a Yelp gate open system
- Citizens Crime Watch Meeting
- Follow up with the Mansions updated video with regards to reported stolen ATV last week case 14776

Training Section

- Annual Rifle Qualifications – Medley Firearms Range
 - o Patrol Officers
- New Hires Police Academy (continued into week 2)

- o Criminal Law
- o Basic Report Writing
- o OSSI & RMS
- o Working Conditions
- o FTO Program Expectations & Assignment
- o FTO Preparation
- Taser Certification Class (Make-up Date)
- o September 7, 2020 – Doral Police Training Center
- New Hire Orientation – beginning September 14, 2020
- o Calendar disseminated
- PAC 136 Recruit Memo – Week 1 completed

Office of Emergency Management

- Attended NWS Miami weekly weather briefing.
- Attended FEMA and University of Colorado webinar series on Making Mitigation Work including GIS application.
- Attended FPL Hurricane Season Update webinar with FPL President.
- 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 testing sites.
- Provided Emergency Preparedness information including National Preparedness Month campaign provided by FEMA and Ready.gov

Public Works

- Conducted walkthrough with Waypoint of the Public Works Warehouse for the Facility Retrofit estimate.
- Met with Crowe to discuss Fueling SOP.
- On 9/10 R&D Installed Lighting Control software in the network and tested software responsiveness. Color schemes will be presented to the City Manager's Office for approval.
- Coordinated recap meeting with KI for the Simulation Room wall design.
- Issued Letter to Council (LTC) to provide an updated report on the 2020 Street Tree Planting Plan.
- Attended the Compact Climate Municipal Engagement virtual meeting.

- Attended the Revu Bluebeam training as part of the new plans review process.
- Coordinating with the City's Contractor: Binick imaging for the installation of inclined USA flags along City ROW.

Transportation:

- Execute Contract Agreement with Remix
- Participated in the virtual meeting for the Miami-Dade Transportation Planning Organization (TPO) Freight Transportation Advisory Board (FTAC)
- NW 82 Ave. Roadway Construction between NW 27 St. and NW 33 St. (9/10) No activity. This project is in closeout phase.
- NW 74 St. Traffic Signals at NW 97 Ave. and at NW 102 Ave. (9/10) Contractor continues working on punch list items and preparing for Final inspection with MDC next week.
- Citywide Sidewalk Improvements. (9/10) Contractor is waiting on asphalt cure time to install thermo striping.
- NW 41 St. Roadway Construction between NW 87 Ave and NW 79 Ave. (9/10) Contractor 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.
- NW 112 Ave. (25 - 34 St.) Roadway Construction Improvements. (9/10) 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.
- 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. Construction along Phase II continues. All connections but one has been complete. Modification to the only remaining connections was approved by Miami-Dade County and the connection is scheduled to take place within the next 7 days. Project is scheduled to be completed by September 22nd (weather permitting).
- 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. The final walk-through was conducted on Tuesday, September 8th by Miami-Dade County Public Works & RER in order to close out this project. A punch list was generated and will be completed within the next two weeks to close out the project.
- Citywide Sidewalk Phase 2 Design 60% plans were submitted for City review.