



Memorandum

To: Honorable Mayor and City Council

Date: August 20, 2021

From: Hernan M. Organvidez, Interim City Manager

Subject: Weekly Council Update/ August 15 - August 21, 2021

City Manager's Office

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

POLICE

519 Calls

Vehicle crash

City Place incident with two victims

Sexual battery at Doral Billiards

2 stole vehicles 102 Avenue 76 Terrace

2 vehicles stolen from front house

PSA academy training center

Two sworn police officers

7 employees positive for COVID-19

Command staff working from home except one

INFORMATION TECHNOLOGY

43 outstanding issues

54 closed

1:30pm meeting with directors re EnerGov

Testing 50 to 70 completed

PZ has 7 testers

BD has 27 testers

1 hour seminar to external users

Internal training with staff

Code has 8 user testing

FN was able to log in and have one issue (can't reconcile what comes in)

LTC will be done

Dario and Edgard met regarding metrics

Jane and Hector have a meeting regarding calls

IT Plant Moran meeting

FINANCE

Payroll week

Kronos time off requests need approval

Evaluation phase HRIS payroll

Working on ARPA funds – testing could be one of the uses

HUMAN RESOURCES

9 employees are out COVID-19 positive 5 are home under quarantine waiting test results
Working on a policy
Working with Crowe providing different information

PLANNING AND ZONING

Testing customer phasing portion EnerGov
Finished back-office testing
Agenda briefing tomorrow this week regarding items
Working on sept council meeting agenda

ECONOMIC DEVELOPMENT

Working on urban 3 presentation for September agenda
Meeting with Florida State minority council
Interview for Invest Miami
Meeting Carlos Guerra pharma distributor company looking to set up operations in Doral
Setting up step up start up sessions
Completing economic report
Delivering school supplies donations

PUBLIC AFFAIRS

Record Back to school messages with Councilmembers
Conduct interviews for invest Miami
Accomplishments and highlights for state of the City reminder
911 event
Outside events PD Training Center
Survey for EnerGov for external users went out last Friday

PARKS AND RECREATION

Camp finished
Fall session
This week begin silver club trips and bingo
Legacy park Friday festival
3 people out with COVID-19
Staff attending CPR training

PUBLIC WORKS

3 floor carpet shampoo
Permit fees for A/C units - waiting check
Water dispensers will be installed today
PD Elevators
Discuss mobilization
Stormwater 77 Court 52 Street
Quotes for vendor for the foundation
September Council Meeting memos
Disturbances in the Atlantic

BUILDING

EnerGov training

Workplan going forward

Work with Jane reserving training room to test

Permit clerk position closes today 7-10 candidates interviews Friday

Inspectors' interviews

Structural engineer will be back next week

Alex Blanco resigned to go to the county

Carlos Furones plumbing trade

New positions to consider Fiscal Year 21-22 might help incentivize

Doral City Center Plat Department movement or vibrations on the building case opened on site waiting on Engineer's report

CODE COMPLIANCE

Tropical storm Grace effects in the middle of the week

Team will go out regarding outside storage

Military Advisory board meeting this week

Special Magistrate Hearing is this week on Thursday – 26 cases

EnerGov testing

Focus on CSS portion (lien search process)

CITY MANAGER

- Contemplating all City staff and people from the public wearing a mask; will talk to City Attorney and will let department heads know.
- Interim City Manager and Special Assistant to the City Manager, Mr. Rey Valdes along with Interim Chief of Police, Mr. Raul Ubieta and Police Captain, Ms. Nancy Fernandez held meeting with Ms. Susie Castillo regarding Park and Police for Kids (PP4K).
- Interim City Manager and Special Assistant to the City Manager, Mr. Rey Valdes held meeting with Michelle Blackstock and John Weber from Crowe, LLC regarding presentation on Information Technology internal auditing report.
- Interim City Manager and Special Assistant to the City Manager, Mr. Rey Valdes along with City Clerk Diaz and City Attorney Figueredo held Agenda Review meeting with Department Directors to discuss items for Council Meeting scheduled on September 8, 2021.
- Interim City Manager and Special Assistant to the City Manager, Mr. Rey Valdes held weekly meeting with Public Affairs Communications Director, Ms. Maggie Santos.
- Interim City Manager and Special Assistant to the City Manager, Mr. Rey Valdes held weekly meeting with Interim Chief of Police, Mr. Raul Ubieta and Interim Deputy Chief of Police, Mr. Daniel Borrego.
- Interim City Manager and Special Assistant to the City Manager, Mr. Rey Valdes held weekly meeting with Information Technology Director.
- Interim City Manager and Special Assistant to the City Manager, Mr. Rey Valdes along with Building Director, Ms. Jane Decker, Building Official, Mr. Vince Seijas and Senior Planner, Ms. Elizabeth Alvarez held meeting with Mr. Jose Olivares regarding Don Goyo, LLC.

- Interim City Manager and Special Assistant to the City Manager, Mr. Rey Valdes held meeting with Juan Alfonso and Jacob Rinard from AECOM to introduce the new Project Manager for Doral Central Park.
- Interim City Manager and Special Assistant to the City Manager, Mr. Rey Valdes along with Chief of Staff, Mr. Jean Carlo Canabal and Mayor Bermudez held meeting with The Firefighters Union Headquarters.
- Interim City Manager and Special Assistant to the City Manager, Mr. Rey Valdes held Bond Meeting Process with AECOM staff members regarding Construction Management.

Capital Improvement Project Manager

Doral Cultural Arts Center:

- General Construction Activities:
 - o Drainage installation/excavation
 - Drainage system installation on north and west portions of the site is on-going.
 - Manholes, inlets, and HDPE piping on-going.
 - o Portions of the roof deck was poured on August 12th.
 - o KVC submitted four week lookahead on July 19th. The following activities will be performed in the upcoming weeks:
 - Concrete slab on grade completed on the building interior.
 - Shoring and precast joist installation is completed for BOH, multipurpose room, and lobby.
 - Shoring for the office area and the reception is on-going.
 - Roof level deck formwork completed and ready to pour deck.
 - MEP deck rough-in is upcoming once roof deck is completed.
 - Roof Level form released in some areas.
 - o KVC completed tree root pruning/tree protection in the park on August 6th.
 - Waiting 90 days for the relocation.
 - Four (4) Live Oaks were relocated in the Downtown Doral Park.
 - o KVC is working on the irrigation line relocation is on-going.
 - Timeline of event to be provided.
 - o Contractor silt fence installation for construction parking area is completed and ready for inspection.
 - Contractor working with the City of Doral Building Department to be able to request Inspection.
- On-going construction submittals/RFI's.
- IT Department coordination is on-going.
 - o Access Control contract agreement routed for execution.
 - Cite Attorney's Office provided comments.
- AT&T pull box relocation on-going.
 - o Scheduled for late November as the area is used as laydown for materials.
 - o KVC will provide the current schedule to have the relocation of the box around late November or early December.
- Art in Public Places:
 - o Planning and Zoning Department will confirm next committee meeting date.
- Weekly OAC Meetings are held bi-weekly.
- PM provided to Parks and Recreation the building signage submittal.

- o Doral Parks provided confirmation on the Code of Ordinances and the park building operational hours.
 - A sign mock is required for Parks and Recreation review.

Morgan Levy Park:

- Project completed.
- Financial closeout.
- MDC DERM Grease Trap permit review is on-going.

White Course Park:

- Permitting process is on-going:
 - o Miami Dade WASD permit is on-going.
 - Currently working on the opinion of Title/Unity of Title with City's Attorney and outside council.
- General construction activities:
 - o Wall electrical rough-in is on-going.
 - o Building door frames infill is on-going.
 - Trusses arrived August 13th.
 - Installation scheduled for August 24th.
 - o Sewer lateral extension:
 - Sewer lateral installation & inspection passed (partial).
 - Pending installation between new manhole and existing manhole.
 - Trenches backfill and compaction completed.
 - Density test scheduled for August 20th.
 - o Site Utilities:
 - Irrigation sleeves installation completed.
 - Electrical conduit layout 90% complete, pending sewer extension completion.
 - o Driveway/parking lot:
 - First lift of asphalt poured started August 16th.
 - o Site flat work:
 - Sidewalks, pavilions, off-leash dogs' areas, playground, putting green and fitness equipment surveyed.
 - Sidewalks' formwork and reinforcement - 30% complete.
 - Southwest partial inspection passed August 18th.
 - Southwest sidewalk partial concrete test & pour passed August 18th.
 - Midwest inspection scheduled for August 19th.
 - Midwest sidewalk concrete test & pour scheduled for August 19th.
 - o Irrigation sleeves installation is on-going.
 - Pending completion due to sewer extension.
- General activities:
 - o RFI's Submittals are on-going.
 - o Art in Public Places coordination is on-going.
 - Coordinating design/content on educational banners with Public Affairs and Parks & Recreations Departments.
 - o Coordination with IT Department is on-going.
 - IT Department to provide Vendor's quotes/proposals.

Doral Meadow Park:

- Final invoice routed for City Manager's approval.

Doral Central Park:

- Permitting Process is on-going:
 - o CLOMR permit is currently under review by FEMA.
 - Tentative review completion date is by end of September.
 - o Phase I Soil Improvements:
 - City of Doral Building Department permit issued.
 - Pending Water and Sewer approval.
 - MDC Water and Sewer Permit is on-going.
 - Unity of Title and Opinion of Title required.
 - Status of purchasing the State land.
 - Dedication of ROW on 92nd Avenue.
 - Class V Dewatering permit is approved.
 - Florida Department of Environmental Protection Water and Sewer Permit Application submitted August 18th.
 - o Phase IV Recreational Center/Lake Wall Foundation:
 - City of Doral Building Department rework review completed.
 - Bermello-Ajamil submitted revision.
 - MDC Fire waiting for resubmittal (WASD permit).
 - MDC CORE waiting for resubmittal (WASD permit).
 - Department of Health Pool permits approved.
 - Geothermal well permit approved.
 - o Phase II & III Amphitheater, Ballfields and Skate Park:
 - City of Doral Building Department review completed.
 - Bermello-Ajamil addressed comments.
 - Plans to meet the temporary irrigation needs of Phase 2/3 on turnover are being finalized.

General Activities:

- o Weekly OAC meetings are held every Thursday.
- o IT Department coordination is on-going:
 - Coordination meeting with IT and Parks and Recreation Departments, Design Team, PMT and Vendor was held August 17th.
- o Art in Public Places approved for Council Recommendation.
 - Design Team addressing/implementing committee comments.
- o FF&E coordination is on-going.
 - Life Fitness quotes approved by Parks and Recreation to lock in pricing prior to surcharge due to material cost increases.
 - Purchase Orders requested August 13th.
- o Electrical Temporary FLP easement is on-going.
- o Temporary parking for 2021 voting election is on-going.
- o Kaufman Lynn, Bermello-Ajamil and the PMT conducting a final review of the Ball Field drainage grading plans.

Doral Boulevard Pedestrian Bridge:

- RFP #2021-09:
 - o City Engineer Alternative Technical Concepts (ATC's) review due August 13th.
 - o Decisions on the different firms ATC's were sent on August 17th.
 - Some of the ATC's were approved, others will require an addendum.

Trail Network:

- Sharrows:
 - o Interlocal Agreement submitted to MDC on-going.
- Bike lanes:
 - o H&J quantity take off approval is on-going.

Trails and Tails Park (Lighting Improvements):

- IT Department coordination is on-going.
 - o IT reviewing sketch showing all requested improvements to the set of plans.
- Conduit layout on the Parking Lot/trails area is 60% complete.
- Project Manager requested information regarding what to do with the solar power bollards to Park and Recreation Department.
- PM requested approval on Banner locations to Public Affairs Department on August 18th.
 - o New relocation confirmed.

Additional Items:

- PMT weekly Status of Projects held every Wednesday.
- Preparing Fiscal Year Staffing Work Plan.
- AECOM July invoice submitted.
- August Cost Budget Report meeting scheduled for August 23rd.
- Monthly report provided to the City Manager's Office.

Planning and Zoning

Occupational License

- 10 Business Tax Receipt renewal for FY 2020-2021 processed this week.
- 22 Business Tax Receipt applications for new businesses have been received this week.
- 144 Business Tax Receipt renewal for FY 2021-2022 processed this week.
- 1 Alcohol Packets have been signed.

Planning and Zoning

- Addresses issued: 2
- Building Permits reviewed: 17
- Zoning Inspections conducted: 44
- Site plans reviewed/approved: 3
- The Planning and Zoning Director participated in an EnerGov Testing Environment to test the new system login and report any issues.
- The Planning and Zoning Director participated in a meeting to discuss with Eugene Collings-Bonfill to discuss AIPP for the Cultural Arts Center.
- The Planning and Zoning Director attended a meeting to discuss upcoming projects for the City of Doral.
- The Planning and Zoning Director participated in a meeting to discuss the removal of palm trees underneath Baptist Hospital main line.
- The Planning and Zoning Director attended a meeting to discuss the modification of Midtown Doral PUD Phase II (2) Loyola and (3) Shelton
- The Planning and Zoning Director participated in a meeting to discuss RFP #2021-09 Construction of Pedestrian Bridge
- The Planning and Zoning Director attended the weekly Staff Meeting.
- The Planning and Zoning Director participated in a Pre-Application Meeting: Mission BBQ
- The Planning and Zoning Director participated in a meeting with Planner Guillermo De Nacimiento to review Chick-Fil-A comments.

- The Planning and Zoning Department Director conducted the Stakeholders Workshop-Tindale & Oliver.
- The Planning and Zoning Director attended the weekly EnerGov 2021 1.2 Upgrade meeting.
- The Planning and Zoning Director attended a meeting to discuss the Mayor's Agenda review
- The Planning and Zoning Director attended a meeting to discuss Doral Gateway Garage.
- The Planning and Zoning Department Director participated in the weekly Doral/EnerGov Review meeting.
- The Planning and Zoning Department Director attended a meeting to discuss the 53 Acre Parcel.
- The Planning and Zoning Department Director participated in a Pre-Application Meeting: ICP-Building H/35-3032-037-0015
- The Planning and Zoning Director participated in an EnerGov Testing Environment to test the new system login and report any issues.

Economic Development

- Met with Florida State Minority Supplier Development Council representative and Business Valuations partner re: informational workshop in November.
- Met with Miami Community Ventures Executive Director re: presentation for 'Help Wanted: Hiring Solutions in the 305' workshop on October 14.
- Coordinated SBDC @ FIU workshop series 'Step Up Your Start-Up' sessions on September 29 (English) and December 7 (Spanish).
- Met with DORCAM, Rhythm Foundation and Peer Music Publishing representatives, re: Latin Grammy partnership and museum project.
- Met with Tindale Oliver, Urban3 and Planning and Zoning Director re: coordinating consultants' findings and presentations.
- Met with Carlos Largaespada, Sabores Café re: Spend Local program and video.
- Coordinated business interviews for Invest Miami special section on Doral.
- Met with Converlogic re: construction update.
- Transmitted Pop-Up Application Form to City Attorney.
- Wrote content for Q2 Quarterly Economic Report.
- Prepared list of department accomplishments for State of the City and Planning and Zoning Department Recap.
- Coordinated school supplies delivery to 15 schools.
- Coordinated Spend Local videos for RZone Fitness, Locos X Grill and Urbe University.
- Coordinated ribbon-cutting requests.
- Administered ongoing 2020 CBO Grants, Façade Grants, PTSA Grants.

Building Department

- ADMIN: BO attended weekly staff meeting via Teams; BO submitted Flood item for agenda review; BDSC assisted with Budget Amendment for Professional Services; BO attended EnerGov Testing meeting with DevServices Directors w/ IT Director; Parks Bond Meeting; After Action meeting; Director attended online Continuing Education for MDC.
- EnerGov Update: Process update for Floodplain Management Reviews - Removed from Scope: As-built certifications, Pole/Directional Signs (Primary/Sub), Residential Pools (Primary/Sub), Fence (Primary/Sub), Pavers (Primary/Sub), Artificial Turf (Primary/Sub), Fire Alarm (Sub), Shutters/Windows/Door (Sub), Roof (Sub) - This will significantly reduce the backlog in Flood. Thank you to the Flood team for working with Clerical on this.

- HUMAN RESOURCES ACTIVITIES: Permit Clerk position closed and 9 candidates selected for interviews.
- IT ACTIVITIES: Chiefs/supervisors meeting with IT Sr. Network Analyst to discuss phone routing and best practices for call flows
- PROJECTS: BO visited City Place following complaints of building movement, followed up with report and recommendations; follow-up on final revisions for Pinecrest Bakery; District 79; AM Best Roofing
- APPLICATIONS: 117 (dn) Online Applications Received (all departments)
- PERMIT & PLANS REVIEWS: 215 (up) Plan Reviews (all departments incl clerical)
- PERMITS ISSUED: 126 (up) Permits Issued (all departments) with a construction value of \$4.2 million (dn) and \$68,700 permit fees collected (dn)
- INSPECTIONS: 366 (up) Total Inspections Completed (all departments)
- PHONE CALLS: 900 (up) total for 31+ hours (dn); 1,065 total calls (up) to all department extensions with 547 (51%) no answer (dn)
- LOBBY DATA (DORALQ): 200 (dn) Total Building Dept Customers; 40 Lobby Daily Average, 15 mins (dn) Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 21 mins (up))
- VELARO CHAT PORTAL: 3,642 (dn) Online Visitors, 2 of 12 chats completed, Handle time 1:56m

Active files in Review Coordinator as of 8/17/21:

- Review Coordinator numbers not valid until fix verified in test environment and upgraded (New: 238; Approved: 92, Failed: 1)
- Permit Status (FEES DUE): 452 (dn) permits with payments pending* (See previous accomplishments for caveat)
- Permit Status (ISSUED, INSPECT): 2,675 (up) active permits (1101,1574)
- Permit Status (SUBMITTED – ONLINE): 495 applications (up) (Backlog April (5), May (8), June (83), July (206), August (193)) - *Backlog files may include items already touched or workflow has been abandoned; working on status change updates.
- Item Review Status (BLUEBEAM QUEUED): 789 (dn) item reviews pending in all depts/trade

Code Compliance

- Director attended Military Advisory Board special meeting to discuss family day event.
- Department held monthly Special Magistrate hearing for the month of August, where 22 cases were successfully presented.
- Several members of the department logged into the Florida EnerGov Online User Group meeting.

Finance Department

- Accounts Payable: Processed 205 invoices; 172 checks printed for a total of \$592,924.
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Processed the City wide payroll for the pay period ending August 15, 2021.

PROCUREMENT

- A total of 41 PO's were created for a total value of \$813,749.

CITY OF DORAL PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 08/19/2021

- Solicitation No. and Title: RFP No. 2021-06 – HRIS and Payroll Software

Dept: Human Resource

Broadcast Date: 03/25/2021

Due Date / Bid Opening Date: 05/20/2021

Status: Phase II – Round II Evaluation Committee Scheduled for 08/23/2021.

- Solicitation No. and Title: RFP No. 2021-09 – Construction of Pedestrian Bridge - FDOT

Dept: Public Works

Broadcast Date: 04/01/2021

Due Date / Bid Opening Date: 05/05/2021

Status: 3 Shortlisted Firms; Technical Proposals due on 09/03/21.

- Solicitation No. and Title: RFP No. 2021-11 – Design-Build Adaptive Re-Use Infrastructure Development

Dept: Public Works

Broadcast Date: 04/15/2021

Due Date / Bid Opening Date: 05/14/2021

Status: 2 Technical Proposals Received; Price Proposals due on 09/21/21.

- Solicitation No. and Title: RFP No. 2021-15 – Recreational Programming

Dept: Parks & Recreation

Broadcast Date: 07/09/2021

Due Date / Bid Opening Date: 08/12/2021

Status: Award Recommendation made.

- Solicitation No. and Title: ITB No. 2021-16 – Purchase of Holiday Tree

Dept: Parks & Recreation

Broadcast Date: 08/20/2021

Due Date / Bid Opening Date: 09/17/2021

Status: Pre-Bid meeting scheduled for 09/03/21.

Human Resources

CURRENT JOB POSTINGS

- Accounting Clerk, Parks & Recreation, Closes on 08/27/2021
- Building Inspector, Building Department, Open Continuous
- Facility Manager, Public Works Department, Open Continuous
- Laborer I, Public Works Department, Open Continuous
- Mechanical Inspector (PT), Building Department, Open Continuous
- Planner, Planning & Zoning Department, Open Continuous

- Plans Examiner, Building Department, Open Continuous
- Plans Examiner (Mechanical), Building Department, Open Continuous
- Plans Reviewer (PW), Public Works Department, Open Continuous
- Plumbing Inspector, Building Department, Open Continuous
- Police Officer, Police Department, Open Continuous
- Project Inspector, Public Works Department, Open Continuous
- Structural Plans Examiner, Building Department, Open Continuous
- Transit Road Supervisor, Public Works Department, Open continuous
- Receptionist/Recreation Service Aide, Part-time, Parks, Open Continuous
- Recreation Service Aide, Part-time, Parks, Open Continuous

SPECIAL PROJECTS

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

NEW EMPLOYEES

- Maria Hernandez Gutierrez, Structural Plans Examiner, starts on 08/23/2021

Information Technology

• Public Safety Support - This week, the PD IT upgraded the core platform for our CAD software. IT continued testing with Miami-Dade County, making sure the new CAD works well. The PD website alarms letter issue was fixed. 2 new Doral PD officers came on board, they were created on the network and had laptops issued to them. UCR codes continue to be updated for the new FIBRS/NIBRS. A list of surveillance cameras were sent to the RTIC vender to begin the import into the RTIC platform. A demo was attended for a new investigative tool for GIU.

Support Desk

- Resolved 94 % support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events.
- Fixed the watermark issue on the clock at Tails and Trails Park.
- Relocation of multiple desks in Building department.
- Troubleshoot Ricoh Secure Printer issue with Ricoh support and Microsoft support.
- Troubleshoot the Garage North Entrance with the AV Systems Analyst.
- Modified door schedule for night events.
- Continue to work on reconciliation of physical inventory of IT equipment.
- AV Team conducted AV system maintenance at Legacy & Glades Park
- AV Team setup/supported Webinar meetings for multiple Departments
- AV Team assisted Solution Center with EnerGov users
- AV Team provided AV support for Finance, PW, PD, PA, and HR Department
- AV Team assisted Help Desk with user issues/tickets
- AV Team Provided pre-bid/bidding recordings to Finance Department

Network Administration

- Supported PD Technicians and AV Analyst during troubleshooting of Network IP Cameras services.
- Assisted the PD Help Desk during troubleshooting of VoIP services.
- Provisioned a Network Switch due to relocation of IP Cameras.

- Visited Doral Downtown Park and met with the vendor to install and configure the uplink connection for the interactive Kiosk. Also visited Doral Morgan Levy Park and verified functionalities.
- Continued to work on systems remediation and following best practices as advised by a city's partner.
- Earned a new security certification.
- Worked with vendors to obtain quotes for spare devices.
- Met with the building department and addressed technical concerns with the phone system.
- Elaborated custom phone reports and presented them to management.
- Continued to monitor the Network and performed actions based on incidents.

- Security Manager

This week, over 100 emails were reported and analyzed for malicious intent. Continued remediation from security audit findings. Assisted the Help Desk Supervisor in addressing issues with printing for various users in the City. Began implementation of a stronger password policy. Fully implemented login restrictions on our email tenant.

- Systems Administration. This Week:

Review and Keep the backups if they are 100% operational.

Upgraded 2 hosts at the NAP.

Fixed issue with Park server with new license.

Weekly Virtual Meeting with team.

Fixed and Upgraded the host that failed at the NAP.

Assist the Helpdesk supervisor to deploy the Ricoh printers by department.

Upgraded 6 hosts more at the NAP.

Went to NAP to troubleshoot server issue but it is a physical problem. I need to go back.

Weekly Virtual security Meeting with team.

Ran Windows Updates in more servers and restarted.

Grant permission to Helpdesk team to reset password in PD.

Created GPO to disable print spooler in Domain Controllers.

- Smart City projects are underway:

- FPL 2 LPR Poles/Public Safety Project:

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

- HRIS New System Project

Evaluation committee met for RFP decisions. We had bid opening May 20 after answering some vendors questions of the pre-bid sessions related to detail requirements for each module utilized in the HR department including payroll, time & attendance, performance, learning, core HR and e-forms. Team will continue waiting for RFP answers from vendors. Evaluation Committee will meet June 23rd.

Project is 21% completed

- Upgrade Facility Dude Project

We had a training and assessment of data converted with each department including Parks, Facilities and Storm Water. We will be working next week on testing conversion and updating environment for Stormwater, Parks, Streets and Facilities. We had one on one sessions with consultant, vendor have been preparing new environment for testing. Our City of Doral team have performed many tasks to perform Clean up on excel sheets including users, assets,

locations, GIS layers and data required.

Project is 36% completed

- WCCD 37120- Yearly Smart City Certification Project

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

Project is 92% completed

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

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

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

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

- Application Development- This week:
- Updated Store Procedure for Five Years Imp. Value.
- Generated report of IOs, IAAs with actions and query.
- Worked on My Reviews clean up.
- Modified Doral-Q menu for BD.
- Investigated Azure VM resources.
- Participated in Dude Solution meeting.
- Participated in EnerGov meetings.

GIS Administration- This week:

- Continue to conduct systems and communicate with vendor and internal Information Tech team.
- Information Tech Staff meeting.
- Researched GIS products.
- Created two users for GIS online.
- Set up SQL group and GIS group with DBA.
- GIS meeting with public works dept about tree inventory new ideas.
- Tested to users on GIS tablet.
- Trained to planner for tree inventory GIS application tablet.
- Test GIS enterprise staging environment.
- Communicated users support.
- Continue to rebuild and test systems.

System Analyst- This week:

- Attended weekly support calls with Tyler support team and the different city departments
- Troubleshooted and created tickets with Tyler support for outstanding issues
- Assisted citizens with portal account registration and login issues
- Followed up on all opened tickets with Tyler support and City Hall respective departments
- Coordinated meetings between Tyler support and city staff for different issues
- Attended meeting for EnerGov testing process implementation
- Continued test of new system in terms of configuration and setup
- Reported issues found during testing process of new version
- Assisted Building inspectors accessing the system from the iPads
- Assisted the Finance department with Munis access and workflow modifications
- Met with testers from different departments to confirm login and access needed
- Attended EnerGov upgrade weekly meetings with Directors

- Database Administrator:
 - 1.- Working on the migration of the Existing Power Bi Database to a new repository server.
 - 2.- Assisted the GIS Developer to assign the GI's System users to the corresponding Active Directory group, Database Role, and permissions.
 - 3.- Attended the Florida EnerGov Online User Group GoToMeeting.
 - 4.- Updated the Visual Cron System to the new version.
- Intersection Technology System Support- performed maintenance and monitoring of License Plate Readers and traffic surveillance cameras to include field repairs.
- Continued working with Miami Dade PW, City of Doral, and Electrical engineer on the design/permit of Site I, 13, 26, 27 and 30 LPR camera installation.
- Continued working with PM team and low voltage wiring contractor in the design/coordination/installation of all IT infrastructure/equipment at Morgan Levy, Cultural Center, White Course and Central Park.
- Start working with AV Tech on CCTV camera failures throughout city facilities.

Parks and Recreation

- Park's director attended PP4K monthly meeting.
- Park's director attended military affairs advisory board meeting to discuss the board's approved military family day event.
- Park's Director & Assistant Director held final interview for Recreation Facility Supervisor position.
- Silver Club Bingo was held in person at Doral Glades Park on Friday.
- Parks staff attended First-Aid/CPR/AED Certification training.
- Recreation Administrator and Special Needs Coordinator attended Special Needs Advisory Board Meeting.
- Parks staff held Park Ambassador interviews.
- JC Bermudez High school held their staff meeting at Doral Legacy Park.
- Doral Little League fall season commenced on 8/16 at Doral Meadow Park
- The Silver Club hosted a trip to the Actor's Playhouse.
- Events team held Short Films Festival at Doral Legacy Park.

Police Department

Arrests 26

- Felonies: 5
- Misdemeanors: 7
- Traffic: 5
- Warrants: 8
- DUI: 1

Traffic Citations

- Hazardous Moving Violations: 519
- Non-Hazardous Moving Violations: 725
- Disabled Parking Violations: 19

Civil Citations

- Civil Citations: 6

Notable Arrests & Incidents

Disorderly Conduct/Breach of Peace

Doral Police Officers were dispatched to a business in the area of NW 79th Avenue and NW 33rd Street in reference to a male which was causing a disturbance. Upon arrival, officers spoke with the reporter who stated the subject was in the business' restroom yelling and punching the walls. The subject was asked by management to exit the business as he was being disruptive and affecting the normal business flow. Once outside the business, the subject continued acting belligerent and was aggressive toward customers, yelling and causing a crowd to form in the parking area. The male subject was subsequently arrested and transported to TGK for processing.

Battery

Doral Patrol Officers were dispatched to a business in the area of NW 83rd Avenue and NW 36th Street in reference to verbal dispute which escalated into a physical altercation when the defendant punched the victim repeatedly in the face with her fists. The Defendant was apprehended by DPD while attempting to leave the parking lot while looking for her vehicle. The Defendant was arrested and transported to TGK.

Public Information Office (PIO)

- The PIO handled inquiries from the media on matters involving the Doral Police Department.
- The PIO managed the department's Twitter and Instagram accounts on a daily basis and posted on matters of public safety and community affairs that may be of interest to our community.
- As chairperson of the Awards Committee, the PIO reviews and maintains all commendations and nominations of departmental employees for future consideration.
- The PIO handled other tasks assigned by the Chief's Office.

Neighborhood Resource Unit

08/12/2021 to 08/18/2021

Thursday/Friday 8/12/21 – 8/13/21

- SHIELD Training at the City of Miami PD

Monday 8/16/21

- 10780 NW 58th St. Sedano's (met with staff).
- 8455 NW 53rd Terr. Publix (met with staff ref. event)
- 7550-7570 NW 104th Ave. Business check
- Doral Lakes Community check
- Grand Bay Community check
- 10311 NW 58th St. Divine Savior Academy School check
- 6700 NW 104th Ave Doral int'l Math and Science School check
- 5300 NW 102nd Ave. Morgan Levy Park check
- 11645 NW 50th St. Trails and Tails Dog Park check
- 11505 NW 58th St. Doral Meadow Park check
- 11400 NW 82nd Ave. Doral Legacy Park
- 7600 NW 98th Pl. Doral glades Park check
- NW 17th-36th St/87th Ave Business check
- 10311 NW 58th St. Divine Savior Academy School check
- 11555 NW 58th St. Doral Meadow Park check
- 11645 NW 50th St. Trails & Tails Dog Park check

- 5300 NW 102nd Ave. Morgan Levy Park check
- 8200 NW 114th Ave. Legacy Park check
- 4720 NW 85th Ave. Allegro ref. Event
- NW 79th Ave/36th St. Business check
- 10419 NW 82nd Ave Juvenile Follow up program.
- 8200 NW 114th Ave. Legacy Park check
- 7600 NW 98th Pl. Glades Park check

Upcoming H.O.A. Meetings

8/19/21 Doral Lakes

8/25/21 Doral Woods

8/30/21 Doral Oaks

(All meetings will be held at 5101 NW 104 Ave. Doral Park Country Club @7:00 PM).

Training Unit

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

Office of Emergency Management:

- On Thursday, August 12, 2021, attended virtual NWS Miami EM Briefing on Tropical Storm Fred.
- On Thursday, August 12, 2021, took part of EOC Municipal Branch conference call regarding Tropical Storm Fred with County Office of Emergency Management and other municipalities and agencies.
- On Friday, August 13, 2021, attended virtual NWS Miami EM Briefing on Tropical Storm Fred.
- On Saturday, August 14, 2021, attended virtual NWS Miami EM Briefing on Tropical Storm Fred.
- Continued storm preparedness outreach on social media platform including subscription to Doral Alerts.
- Monitored Doral Alerts System for Flood Watch notifications within Doral jurisdictions.
- Provided T.S. Fred assessment report to County Municipal Branch Director.
- Prepared PSA Class #10 presentation on Emergency Management.
- Provided information to Faith and Community Based Organizations Advisory Board on FEMA webinar “Preventing Targeted Violence and Protecting the Safety and Security of Houses of Worship through Faith and Community Based Approaches.”

Created situation reports, and shared NWS Briefings on Tropical Storm Fred, COVID-19, and other relevant news with Directors.

Information also included weekly data (new format) provided by the Florida Department of Health (FDOH), FEMA documents regarding COVID-19 Public Assistance, reinstated County daily Covid-19 dashboard, and FEMA Mitigation Grants.

Public Affairs

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 63,279 (6 additional followers)

- SOCIAL MEDIA HIGHLIGHT: Instagram Reach is up 81% (14.4k); Instagram Interactions is up 241%.

*TOP POST OF THE WEEK- Instagram post announcing new developments in Odor matter reached 10.8K; Post received almost 500 likes

- Promoted multiple city events/initiatives including but not limited to: Best of the Best, 9/11 event, EnerGov Test Group Survey, Update on Odor Matter (Covanta)
- Design/Web Projects – updates to webpages, update to kiosk content, design of educational sign for White Course Park
- Media Alert/Press Releases Disseminated: 9/11 Anniversary Event
- Event Coordination:
 - 9/11 20th Anniversary Event – 9/11
- Attended monthly Commission on the Status of Women Advisory Board Meeting as liaison
- Participated in interview panels for Building Permit Clerk
- Videos:
 - Published – Council Back to School Messages for all Elected Officials (English and Spanish)
 - In Production – Doral Shines – Resident Spotlight
 - In Production – Doral Shines – Active and Healthy ENG
 - In Production – Doral Shines – Active and Healthy SPA
 - In Production – Virtual Opera Welcome Video
 - In Production – Adventures of Alex the Egret – Clean up after your pet ENG
 - In Production – Adventures of Alex the Egret – Clean up after your pet SPA

Public Works

- Held a meeting with Christine Lane from Langton Consulting to provide the scope of work for the 2021 State Urban and Community Forestry Grant due Oct. 8th, 2021. Also discussed the scope of work for the re-submittal of the 2021 Neat Street Tree Planting Grant.
- Held weekly meeting with Tracy Holland from the APWA to review the comments on the Evaluation Report Dated 08/16/2021. The City is pending Chapters: 3, 14, 15, 16, 17, 18, 24. A total of 7 of 21.
- Held a meeting with James More from Waste Management to discuss the current conditions of the facility and the increase of odor complaints.
- Held a meeting with Jonathan Morillo from the Florida League of Cities to review the draft PWD Safety Manual to comply with the APWA Accreditation Requirements for Chapter 9.
- Held a meeting with Nicole Barnett to collaborate in the City's Integrated Sustainability Action Plan.