



Memorandum

To: Honorable Mayor and City Council

Date: January 29, 2021

From: Albert P. Childress, City Manager

Subject: **Weekly Council Update/ January 24 - January 30, 2021**

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) COVID -19 Cases - Testing
- 3) Vaccine – Distribution
- 4) Zoning Meeting next week
- 5) Agenda Review
- 6) Drive-In Movie
- 7) Amended Budget
- 8) Workshop - Planning, Building, Public Works

- City Manager and Deputy City Manager along with City Attorney Figueredo and City Clerk Diaz held Agenda Review meeting with Department Directors for the Council Meeting scheduled on February 10, 2021.

- City Manager and Deputy City Manager held individual Agenda Review meetings with City Councilmembers for the Zoning Council Meeting scheduled on January 27, 2021.

- Deputy City Manager held weekly meeting with Economic Developer, Mr. Manuel Pila.

- City Manager held weekly meeting with Public Affairs Communications Director, Ms. Maggie Santos (for the week ending January 22nd).

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

- City Manager and Deputy City Manager held meeting with City Attorney Figueredo and Acting Planning and Zoning Director, Mr. Javier Gonzalez to discuss items on the Council Zoning Meeting Agenda.

- City Manager and Deputy City Manager held meeting with Public Works Director, Mr. Carlos Arroyo to discuss Capital Projects.

- City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez.

- Deputy City Manager held weekly meeting with Acting Planning and Zoning Director, Mr. Javier Gonzalez.

- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- City Manager and Deputy City Manager attended Miami Dade City and County Management Association (MDCCMA) Ethics Training.
- City Manager and Deputy City Manager along City Attorney and City Clerk Diaz attended Council Zoning Meeting with Council Members and City Directors.
- City Manager and Deputy City Manager held meeting with Code Compliance Director, Mr. Edgard K. Estrada, Chief of Police, Mr. Hernan Organvidez, Mr. Andrew Davis-Lockward and Ms. Mirtha Davis-Lockward, Ms. Sheriah Carter and Mr. Bosco Leu from The Landmark community regarding Noise Complaints.
- City Manager held weekly meeting with Human Resources Director, Mr. John Prats.
- Deputy City Manager held weekly meeting with Parks and Recreation Director, Ms. Erin Weislow.
- City Manager and Deputy City Manager held meeting with Parks and Recreation Director, Ms. Erin Weislow and Appraiser Mr. Lee Waronker regarding Acquisition of 0.98 Acres adjacent to Doral Central Park.
- City Manager attended Miami Lakes Blasting Advisory Board Meeting regarding House Bill 143 for Mining/Blasting.
- City Manager held weekly meeting with Chief of Police, Mr. Hernan Organvidez and Deputy Chief of Police, Mr. Raul Ubieta.
- City Manager held meeting with City Attorney Figueredo and Assistant Public Works Director/Chief of Engineering, Mr. Eugene Collings-Bonfill regarding Tree Permitting.
- Deputy City Manager attended Park Bond - December Budget Cost Report with AECOM and City of Doral staff members.
- Deputy City Manager held weekly meeting with Acting Director/Building Official, Ms. Jane Decker.
- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- City Manager and Deputy City Manager held meeting with Councilman Puig-Corve, Code Compliance Assistant Director, Mr. Danny Del Toro, and Acting Planning and Zoning Director, Mr. Javier Gonzalez regarding Local Business Tax Receipt for Modulart Corp. located at 8511 N.W. 56 Street Unit B.
- Deputy City Manager held staff meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- City Manager held weekly meeting with Mayor Bermudez.

- City Manager and Deputy City Manager along with Mayor Bermudez, City Attorney Figueredo, Public Works Director, Mr. Carlos Arroyo, Stormwater Manager, Ms. Stephanie Bortz held meeting with Miami-Dade County in regards to City of Doral Interlocal Agreement for Canal Maintenance.
- 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 held meeting with Business Analysts, Ms. Carol Patrick from Federal Reserve Bank to introduce new Vice-President and Infrastructure Developer, Mr. Victor Ortiz.
- City Manager held weekly meeting with Communications Director, Ms. Maggie Santos.
- 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 47 people who were observed in public without masks.

Capital Improvement Project Manager

Doral Cultural Arts Center:

- Permitting process is on-going.
 - o MDC Fire/Grease about 95% completed.
 - o COD Building Department about 95% completed.
 - o Rework submitted January 28th.
- Construction will start February 2021.
- Lock of fencing gates completed. Lennox lock ordered for main construction entrance.
- Broken streetlight pole was removed from sidewalk.
- Meeting with COD Building Department, Plumbing Division was held January 28th.

Morgan Levy Park:

- General Construction is on-going.
 - o Cabinets installation on Multipurpose Room #3 and Concession Room is on-going, only pending countertops.
 - o Fire alarm and smoke detectors installation is on-going.
 - o Baseboard installation is on-going on building addition areas.
 - o Exterior rigid board, insulation, wall sheathing system is on-going.
 - o Camera pole installation was delayed due to manufacture delivery.
- Substantial completion target for the second week of February.
- On-going construction progress meetings.

White Course Park:

- Permitting process is on-going.
 - o MDC DERM is about 95% completed.
 - o COD Building is about 95% completed.
- PMT is drafting contract for Waypoint Construction.

Doral Meadow Park:

- Contractor started demolition of the concrete slab on January 28th.
- Final Punchlist for phase I completed and accepted.
- Received Certificate of Occupancy for phase I.
- Enclosures for CCTV installation is on-going.

Doral Central Park:

- Permitting Process for Phase I is on-going:
 - o COD Building Department about 30% completed.
 - o COD Planning and Zoning Department 90% completed.
 - o MDC DERM about 30% completed.
 - o MDC Fire about 30% completed.
- Recreational Center/ Lake Wall permitting set to be submitted by Design Team.
- CMR GMP I submission for City review due mid-March.
- RFP for Construction Materials Testing was modified to RFQ.
- Notice to Proceed for Construction to be issued for Early April.
- Irrigation Concepts site visit January 25th.
- Foundation Package Discussion with COD Building Department and Design Team held January 25th.
- Meeting with Parks and Recreation and IT Departments to discuss Audio Visual Systems was held January 28th.
- PMT and Parks and Recreation Department met with consultant at Legacy Park to check the Park's Lighting Control on January 27th.
- Weekly OAC meetings on-going.
- On-going weekly IT coordination meetings.

Doral Boulevard Pedestrian Bridge:

- RFP No. 2020-36 Acknowledgement of Letter of Interest was held January 28th. Received responses from 3 firms.

Trail Network:

- Sharrows Interlocal Agreement with MDC is on-going.
- Signed Notice to Proceed received January 28th.
- Project Schedule due January 29th.

Trails and Tails Park (Lighting Improvements):

- Permitting Review 100% completed. Pending to pay fees and get contractor on board for permit approval.
- Bids received for ITB2020-35. Firm recommendation to be presented on March Council Meeting.
- Consultant coordination with FPL is on-going.

Additional Items:

- PMT weekly Status of Projects is on-going.
- December Budget Cost Report meeting held January 28th.

Building Department

- EnerGov Go Live - USER TESTING has begun. Mark Hagerty is leading effort with daily trainings from 2 to 4pm for all internal stakeholders.

- Interim Director attended Directors Call, Central Park Project Calls, Parks Bond Meeting, Agenda Review, Professional Services Acct/GEC Pool Meeting; Zoning Meeting, MDC Building Officials Monthly Meeting
- EnerGov team continues local unit testing and identifying issues with Production environment. Munis upgrade pending. Weekly Status calls with PM continue. 2nd Conversion pass pending; Lookup report received Wednesday. Laserfiche system configuration check on Tuesday. FORMS batch received Friday 1/15 and team returning comments this week.
- Project meetings this week: Doral Government Center Parapets Repair, Downtown Doral South Parking Lots, Phase I Doral Central, Floor & Decor Ongoing
- Interim director hosted meetings with all chiefs and staff on EnerGov Training Efforts and Project/Site Safety requirements

Code Compliance

- Department held panel interviews with 5 candidates to fill the vacant Code Compliance Officer position.
- Director attended virtual meeting with City Manager's Office, Chief of Police and residents of Landmark Community to resolve ongoing noise violation in one of the units.
- Assistant Director attended meeting with City Manager's Office, Council member and Planning & Zoning Interim Director to find solutions to resolve a licensing/address issue at a local business.
- Director met with South Florida Water Management District to discuss implementation of year-round irrigation ordinance.
- Two Code Compliance Department staff attended the Citywide Records Management Training.

Finance

- Accounts Payable: Processed 223 invoices; 99 checks were issued for a total of \$839,226.72.
- Journalized the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Continue working with the City's external auditors for the preparation of the Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ending September 30, 2020.
- Processed Council Payroll for the month of January 2021.

PROCUREMENT

1. Below Cone of Silence Report for the week of 1/27/2021
2. A total of 26 PO's were created for a total value of \$223,941.75.

PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 1/27/2021

- Solicitation No. and Title: RFP No. 2020-26 – Investment Management Services
Dept: Finance
Broadcast Date: 09/08/2020
Due Date/ Bid Opening Date: 10/29/2020
Status: 4 Submittals received; bids are being reviewed.

- Solicitation No. and Title: RFP No. 2020-27 – Banking Services

Dept: Finance

Broadcast Date: 11/19/2020

Due Date/ Bid Opening Date: 01/29/2021

Status: 5 Firms attended the Pre-Bid Meeting.

- 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: 2 Submittals received; bids are being reviewed.

- Solicitation No. and Title: RFP No. 2020-29 - Competitive and Travel Youth Baseball Program Management

Dept: Parks and Recreation

Broadcast Date: 10/14/2020

Due Date/ Bid Opening Date: 11/13/2020

Status: 3 Submittals received; bids are being reviewed.

- Solicitation No. and Title: RFP No. 2020-32 - Replacement of Playground Surfacing

Dept: Parks and Recreation

Broadcast Date: 11/25/2020

Due Date/ Bid Opening Date: 01/15/2021

Status: Award Recommendation Made.

- Solicitation No. and Title: RFP No. 2020-33 - Officiating and Scorekeeping Services

Dept: Parks and Recreation

Broadcast Date: 12/02/2020

Due Date / Bid Opening Date: 01/14/2021

Status: Award Recommendation Made.

- Solicitation No. and Title: RFP No. 2020-34 – Morgan Levy Park Painting

Dept: Parks and Recreation

Broadcast Date: 12/23/2020

Due Date / Bid Opening Date: 01/20/2021

Status: Award Recommendation Made.

- Solicitation No. and Title: RFP No. 2020-35 – Trails and Tails Park Lighting Improvements

Dept: Public Works

Broadcast Date: 12/23/2020

Due Date / Bid Opening Date: 01/26/2021

Status: 5 Submittals received; bids are being reviewed.

- Solicitation No. and Title: RFP No. 2020-36 – Doral Pedestrian Bridge Design Build

Dept: Public Works

Broadcast Date: 12/18/2020

Due Date / Bid Opening Date: 01/28/2021

Status: 23 Firms attended the Pre-Proposal Meeting.

- Solicitation No. and Title: RFP No. 2021-01 – Recreational Programming (Virtual and On-site)
Dept: Parks and Recreation
Broadcast Date: 01/21/2021
Due Date / Bid Opening Date: 02/18/2021
Status: Pre- Bid Meeting Scheduled for 02/04/2021.

- Solicitation No. and Title: RFP No. 2021-04 – Youth Soccer Program Management
Dept: Parks and Recreation
Broadcast Date: 01/27/2021
Due Date / Bid Opening Date: 02/26/2021
Status: Pre- Bid Meeting Scheduled for 02/09/2021.

- Solicitation No. and Title: ITB No. 2021-05 – Telecommunications Wiring Services
Dept: Information Technology
Broadcast Date: 01/28/2021
Due Date / Bid Opening Date: 03/02/2021
Status: Pre- Bid Meeting Scheduled for 02/11/2021.

Human Resources

- COVID-19 TESTING FOR DORAL RESIDENTS

COVID-19 testing for City of Doral residents began on September 14, 2020, and is programmed to run through December 4, 2020, as a drive-thru service at the Police Training Center on 97th Avenue. From September 14, 2020, through January 29, 2021, 2,432 City of Doral residents have been tested for COVID-19 through PCR nose swab. The testing is being conducted from 9 a.m. to 1 p.m. on Mondays, Wednesdays, and Fridays, and will continue to operate on the same schedule through June 30, 2021.

- COVID-19 TESTING AT INTERLAB CORP

To leverage the response rate and further support our efforts to expediently return employees to work with two negative PCR results, we strategically send employees to InterLab in Doral during the early part of the week, following the Thursday test at City Hall. Since May 2020, InterLab has performed 407 PCR tests. Since January 1, 2021, InterLab has performed 112 PCR tests, which includes 6 tests for the week of January 25, 2021.

- COVID-19 TESTING AT CITY HALL 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, January 28, 2021, (45) essential personnel/first responders were tested at City Hall. To date, 1,334 tests have been administered at City Hall. The Human Resources Department continues to closely follow updates from the CDC and the Police Department's Medical Director as we monitor COVID-19 related cases to ensure that proper protocols are met before allowing affected employees to return to work.

CURRENT JOB POSTINGS

- Administrative Assistant II/Outdoor Events Coordinator, Planning & Zoning Department, closes on 01/29/2021
- Assistant Community Center Manager, Parks & Recreation Department, closes on 02/02/2021
- Auto Maintenance Technician, Public Works Department, Open Continuous

- Building Inspector, Building Department, Open Continuous
- Development Review Coordinator, Planning & Zoning Department, closes on 01/29/2021
- Laborer I, Public Works Department, closes on 02/05/2021
- Mechanical Inspector/Plans Examiner, Building Department, Open Continuous
- Planner, Planning & Zoning Department, Open Continuous
- Plans Reviewer (W), Public Works Department, Open Continuous
- Police Officer, Police Department, Open Continuous
- Structural Plans Examiner, Building Department, Open Continuous

SPECIAL PROJECTS

- HR conducted supervisory training for Kronos and Workers Compensation
- HR worked on a special project related to the Evergreen Compensation Study.
- HR participated on the interview panel for the position of Planner
- HR met with the League of Cities to discuss Workers Compensation claims

Information Technology

- Public Safety Support - This week, the PD IT team deployed all replacement laptops. AVL trackers have been added to the new fleet vehicles for PD. A drive was created to share information between RTOC and Code Enforcement to better serve the residents of Doral. The PD IT Team continues to assist PD Staff with Kronos issue.

- AV Team setup/supported/broadcasted Zoning Meeting
- AV Team provided AV support for Finance, PW, PD, PA, and HR Department
- Maintenance on Council Chambers AV system
- AV Team supported live Council Meeting
- AV Team Provided pre-bid/bidding recordings to Finance Department

- Security Manager

This week, over 75 emails were reported by City users and were analyzed for malicious intent. Conducted multiple public records requests. Automated vulnerability scanning for two thirds of the City's subnets. Finally, remediated numerous vulnerabilities.

- Network Administration - This week:, participated in external and internal meetings, such as IT weekly meetings and Doral Central Park-IT Coordination Meeting.
- Updated security features on a System for PD secured services.
- Performed OS Upgrade on the Network Access Controller.
- Assisted PD help desk in provisioning new phones.
- Modified routing path for communication between O365 and on premises services.
- Reviewed the ITB Telecommunications Wiring Services. Met with the team for updating it.
- Met with AV Analyst for final review and physical allocation of Wi-Fi Infrastructure at Doral Central Park.
- Working on renewals for VPN technologies.
- Continued to work on the Guest Wi-Fi and Network Access Controller.
- Modified call flow for the PZ department as requested by users.

- Systems Administration. This Week:

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

Review with veritas that logs still are creating in the C drive. Sent to them diagnostic files and Changed the Registry in the Veritas server to not create logs to fill the C drive.

Virtual change control meeting.

Ran windows update and restarted some servers.

Fixed email forwarding issues from cityofdoral to doralpd.

Virtual meeting to decide if we do the POC for Cisco email filtering.
Changed the internal DNS entry to use the ADFS server and bypass the load balancer
Activated a server that was pending
Worked with the DBA to clean the Isilon
Analyzed the available space in the production storage at the NAP
Applied the same Fix to avoid issues to email forwarding issues from doralpd to cityofdoral
Assisted the DBA to clean space in the DB development server.
Meeting with consultant that will help with our file system archiving.
Meeting with Dell to do a pre-Upgrade check for PD VxRail.

- System Analyst - This week, Bridge Pay Issues with POS (Ingenico ISC250)
- Ready Forms Upgrade 2020.5.1
- Kronos WFC 8.1.8 Testing Meeting with UKG [Users Working on TESTING]
- Kronos Upgrade Checklist Sent to UKG
- Kronos WFC 8.1.8 User Testing IN PROGRESS
- Munis-EnerGov Integration Successful
- Munis-EnerGov CHARGE CODES/FEES Configuration
- WSDL URL and Handler Module Updated EnerGov
- Working on various items with Energov; IO's and IAAs TESTING Revisions; EnerGov Email configuration, Intelligent Objects Configuration, EnerGov Charge Codes Issues
- Help Desk Support- This week:
 - Resolved 90% of support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events
 - Upgrade to Bluebeam 2020 all users with BlueBeam 2019
 - Completed access control configuration for the doors at Meadow Park
 - Assisted in the preparation for the Energov Daily Training
 - Supported users with issue accessing the Kronos system
 - In addition, we continue to work on projects as FY1920 Replacement desktops at CH, and reconciliation of physical inventory of IT equipment
- GIS Administration- This week:
 - Continue to conduct EnerGov/CSS, and communicate with EnerGov and IT team.
 - IT Staff meeting
 - Troubleshoot and resolved issue renewal license ArcGIS GIS server advanced role.
 - EnerGov and CSS duplicate from testing environment to production environment.
 - Weekly GIS maintenance
- The new Development Services Software (WeB – We Build Doral!) will solve challenges like communication across electronic records, the ability to audit and track performance, consistency in data entry, compliance with statutory requirements and most importantly, outward-facing citizen engagement that is easy-to-use and intuitive.
- Development Services Software (WeB – We Build Doral!)

Projected Go-Live Date: 2021

• 2018-2019 BD - DEVELOPMENT SERVICES SOFTWARE

While ensuring each users system configuration is updated, we are daily Training/testing with users performing Test scripts and documenting new procedures.

We are waiting from Tyler the second pass of Conversion and address each in detail with Tyler team, we are updating project schedules this coming week. We continue debugging, configuring IAA and IO triggers. We continue waiting on all users to finish users test to start with full system testing. We are updating and verifying forms and reports.

Project overall is 74% completed

- 2019-2020 Tyler 311

API is working. We continue setting technical configurations for the API for the interface of records with our Dashboard, a notification required plus Tyler modifications for new reporting requirements and dashboard data fields require for management.

Project overall is 96% completed

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

Helpdesk continues upgrading versions all users this month. We are documenting procedure for e-review. The Building team is creating a video to use for training other departments explaining how to ensure markup are showing in Energov and how to proceed within the reviewing stage.

Project overall is 100% completed

- 2019-2020 MyCivic

Post implementation meeting was achieved Mobile app is functioning adequately.

Project overall is 100% completed

- 2020-2021 IGinspect and IGenforce applications

We started reviewing Code forms for I pads and test slowness in testing with the Building department SME and Code SME as the permits move from the Energov Core solution to the IG mobile applications and backwards with updates. 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 77% completed

- 2020-2021 CSS Citizen Self Service

Training and testing has been completed this week and waiting Public affairs for updating screens with more colorful images and they will be adding these this month.

Project overall is 89% completed

- 2020-2021 Accounts Receivable System

We are documenting process. Finance is updating accounts requirements. Many GL charge accounts have been coded and tested. We are updating GL Charge codes in Energov to use with Munis GL entries this week.

Project overall is 94% complete

- 2019-2020 Energov Integration/Laserfiche (Doc Retention Software) Project

We started Analysis, Configuring and installing software this month. They informed us on best practices to improve performance and IT Team is performing troubleshooting and upgrades.

Project overall is 37% completed

- 2020-2021 Energov Cashiering Project

We are waiting to review forms/reports for Cashiering requirements. We are waiting the Munis upgrade completed 1/14 to update all department EG fees GL codes. We are updating Project plan/implementation plan with all requirements and dates for configuration.

Project overall is 79 % completed

- Application Development- This week:
- Migrated Dynamics 365 legacy apps to Unified Interface.
- Updated Munis proxy for Energov integration.
- Assisted PW, PD and PA with Tyler 311.
- Assisted PZ with properties.
- Assisted BD with Open Permits app.
- Participated in Energov meetings.

- Database Administrator:

- Update the Kace Tickets IT Internal Dashboard.
- Assisted the Chief Licensing Officer to update address records in the production database.

- Working on the Data Conversion Energov Project on:
Latest data lookup document to pass to the 2nd Data Conversion phase.
Develop a SQL Query to tied 88,743 Permit records to the correct Scope Type.
- Smart City projects are underway:
- FPL 2 LPR Poles:
PM Horsepower got Covid and is waiting for MDC to approve permits of site 26 and 30. City Management is contacting MDC management for support
Project is 43 % completed.
- WCCD 37122- New Smart City Certification Project
Investigating some last answers to questionnaire related to all finance requirements and entering/updating some comments provided.
Project is 98% completed
- HRIS New System Project
We had meeting and we reviewed RFP with detail requirements for each module utilized in the HR department including payroll, time & attendance, performance, learning , core HR and e-forms. Team will continue updating priorities of each requirement this week.
Project is 10% completed
- Upgrade Facility Dude Project
We are reviewing updated proposal and after evaluating 3 vendors we decided to just upgrade current Facility Dude software which is beneficial for City. We are requesting some changes and then we will have meeting with Finance and PW to review needed funding upgrade. Analysis of benefits versus project amount increase for annual maintenance was evaluated. PO is on hold until decision then we can prepared to start planning mode for the new upgrade for Public Works system including: Asset Essentials Professional, Facilities/Physical Plant Module, Storm Water Module and Parks, Recreation and Forestry Module
Project is 10% completed
- WCCD 37120- Yearly Smart City Certification Project
We are continue obtaining many data information from websites and external companies this week and will start entering data for Recreation indicator when worksheet is unlocked this month.
Project is 19% completed
- Intersection Technology System Analyst-Worked remotely in all the following:
- 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 HP Electrical engineer on the design/permit of Site I, Site 13, Site 26 and Site 30 LPR camera installation.
- Continued working with AECOM and SCS in the coordination/installation of all IT infrastructure/equipment at Meadows, Morgan Levy, White Coarse and Central Park.
- Continued with the upgrade site computers on the latest version of Vigilant Fixed LPR software.

Parks and Recreation

- Parks Director met with the City Manager, Deputy City Manager, and Lee Waronker to discuss the City's acquisition of the leased State land adjacent to Doral Central Park.
- Parks Director met with the parks bond team to discuss AV Scope.
- Parks AA attended records management training.
- Doral Little League began spring practices.
- Park staff worked with Procurement to advertise the Youth Soccer Program Management RFP.
- Director held weekly meeting with Deputy City Manager.

- Assistant Director & Recreation Facility Supervisor met with consultant to discuss possible lighting controls for Doral Central Park.
- Special Needs specialist hosted weekly virtual classes for Doral Sunbursts program with 12 participants per class.
- The Silver Club hosted Virtual Bingo with 26 participants in attendance.
- Events staff hosted Drive-In Movie- Star Wars: Rise of Skywalker at Doral Central Park.
- The Adult Soccer League held 5 games this week with 10 teams that have a total of 146 participants.

Planning and Zoning

Occupational Licensing

- 77 Business Tax Receipt renewals for FY 2020-2021 have been processed this week.
- 27 Business Tax Receipts applications for new businesses have been received this week.
- 0 new Temporary Outdoor Dining Permits (54 Temporary Outdoor Dining permits issued to date).

Planning and Zoning

- New addresses issued: 17
- Building Permits reviewed: 28
- Zoning Inspections conducted: 26
- Planning and Zoning Director participated in a meeting with the City Manager's Office and City Attorney's Office to discuss the Pepsi site.
- Acting Planning and Zoning Director conducted interviews for the two (2) City Planner positions.
- Acting Planning and Zoning Director participated in a Park Bonds Project discussion for Planning and Zoning comments.
- Acting Planning and Zoning Director participated in agenda briefings with council members for the Council Zoning Meeting scheduled on January 27, 2021.
- Acting Planning and Zoning Director presented two (2) items in the Council Zoning Meeting on January 27, 2021. The site plans for Shelton Academy and BridgePrep Academy were approved.
- Planning and Zoning Department attended a meeting with Information Technology (IT) and the Building Department to discuss EnerGov process.
- Acting Planning and Zoning Director participated in pre-application meeting for the City Place at Doral 7th Site Plan.
- Planning and Zoning Department attended EnerGov Trainings.

Economic Development Division

- Met with Beacon Council and Biodiesel Las Americas re: New facility in Doral.
- Provided site information to Beacon Council re: biopharmaceutical facility RFP.
- Met with Noxtak and Public Affairs re: PBS documentary featuring Noxtak to film in Doral.
- Met with Miracle Noodle re: site selection and business referrals in Doral.
- Met with City Place and Public Affairs re: Spend Local, ribbon-cuttings and promotions.
- Met with Rice Kitchen restaurant re: Ribbon-cutting, Spend Local.
- Met with Wilmer de Jesus re: new ALF in Doral.
- Updated 2021 CBO Grant and Façade Grant programs and schedules.
- Administered 2020 CBO Grant and PTSA Grant final reports and payments.
- Distributed Doral CARES Grant payments.
- Provided business assistance information, technical support, B2B and support organization referrals, site selection orientation and data to Doral businesses.

Police Department

Arrests

- Felonies: 7
- Misdemeanors: 8
- Traffic: 4
- Warrants: 3
- DUI: 1

Traffic Citations

- Hazardous Moving Violations: 289
- Non-Hazardous Moving Violations: 345

Notable Arrests & Incidents

Aggravated Assault with a Deadly Weapon

Doral patrol units were summoned to the convenience store located in the 4700 Block of NW 79 Avenue regarding a man who was waving a machete and threatening store employees. Upon arrival the officers found the man sitting inside his vehicle with his hands up. He was ordered to exit the vehicle to which he replied that he could not do so because he was paralyzed from the waist down. Two officers physically assisted him and placed him inside a police car until they could ascertain exactly what had occurred. The store employees advised that the subject's girlfriend entered the store and paid to have a debit card reloaded with funds. For unknown reasons the funds were not reflected in the online balance. The subject armed himself with a large knife and entered the store on his wheelchair. According to the employees he was waving the knife in the air and making threatening statements while demanding that the money be returned. The subject's actions were captured on the store's surveillance video. He was arrested and transported to TGK.

Possession of Cocaine with Intent to Deliver

Possession of Cocaine

Possession of MDMA – Ecstasy

Possession of Drug Paraphernalia

A traffic stop for making an illegal U-Turn resulted in the arrest of man suspected to be in the sale and distribution of narcotics. Patrol units observed a vehicle make an illegal U-Turn. They conducted a traffic stop in the 9300 Block of NW 41 Street and asked the driver to provide his driver's license. The man advised that he did not have it in his possession. A records check revealed that the license was suspended. The man was arrested and placed in the back of the police car. A search of the vehicle's interior revealed two small capsules containing cocaine and a small tablet with a "Joker" face on it. This same insignia is commonly seen on pills containing MDMA also known as "Ecstasy". A search of the vehicle's trunk revealed a small bag that contained 19 grams of cocaine that was packaged in eight small plastic bags commonly used in the street level sales and distribution of drugs. Officers also located a weighing scale that had cocaine residue on it. The subject was arrested and transported to TGK.

Public Information Office

- The PIO handled inquiries from the media on matters involving the Doral Police Department.
- The PIO managed the department's Twitter and Instagram accounts on a daily basis and posted on matters of public safety and community affairs that may be of interest to our community.

- As chairperson of the Awards Committee, the PIO reviews and maintains all commendations and nominations of departmental employees for future consideration.
- The PIO compiled the statistical data and arrest reports and prepared the Weekly Highlights Summary which is sent to the City Manager's Office.
- The PIO handled other tasks assigned by the Chief's Office.

Public Affairs

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 59,897. (71 additional followers)
- SOCIAL MEDIA HIGHLIGHT: Page Likes on FB are up 50%; Video views on FB are up 31% (1,213 video views)
- Promoted multiple city events/initiatives including but not limited to: Manolo Valdes Art, Traffic study workshop, virtual green events, mayors essay contest
- Multiple website updates
- Meeting with Economic Development and new Marketing Director at Cityplace to expand Spend Local participation and discuss partnership opportunities.
- Coordination with NOXTAK local company for documentary
- Events:
 - o Coordination ongoing for Manolo Valdes 2nd kick-off event (Downtown Doral)
- Videos:
 - Published Spend Local – Card promo (call to action promo)
 - In Production – New Monthly Doral Preview
 - In Production – #DoralShines Video Series (1)

Public Works

- Completed Lobby retrofit at the Police Department. Walls patched and painted. Removed old furniture and installed new furniture. Removed old communication systems that were not in use.

Transportation:

- Held the Kick-Off Meeting Landmark Traffic Calming Study
- ITB 2020-23 “Year 5A Phase II of the Canal Bank Stabilization Program”: Project began on Tuesday; October 13th and the Contractor has completed the installation of the geo-web cell throughout the entire project. Currently pending As-Builts from Contractor in order to schedule a walk through with the County.
- ITB 2020-24 “Stormwater Improvement Sub Basin A-2”: Sub Basin A-2 is located along NW 79th Avenue between NW 14th Street and NW 21st Street. 85% of the drainage installation is complete. Contractor is pending one area within the project area due to a submitted RFI and a change of plans were required. Contractor is scheduled to complete the drainage installation by next week. Constructing of Curb & Gutter will begin next week.
- NW 41 St. Roadway Construction between NW 87 Ave. and NW 79 Ave. Contractor is working on roadway restoration of 82nd and 85th avenue intersections.

- NW 112 Ave. (25 - 34 St.) Roadway Construction Improvements. This project is two weeks from substantial completion, Contractor has completed 100% of storm drain installation, 100% of roadway reconstruction, 80% of shared use sidewalk, 90% curbing, 100% of light pole base and conduit installation. There is a 3-month delay on Light pole manufacture delivery due to COVID related circumstances.