



# Memorandum

---

**To:** Honorable Mayor and City Council

**Date:** October 26, 2020

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

**Subject:** **Weekly Council Update/ October 18 - October 24, 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) Weekly Report - Bullet Points
- 3) Public Affairs - Sculpture
- 4) State of the City Address
- 5) COVID-19 Employee Testing
- 6) Council Meeting
- 7) Mayor's Citizens Academy
- 8) Smart Sheets
- 9) Employee of the Year - Christmas Party

- City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez.
- Deputy City Manager held weekly meeting with Economic Developer, Mr. Manuel Pila.
- City Manager and Deputy City Manager held meeting with Finance Director, Ms. Matilde Menendez, Economic Developer, Mr. Manuel Pila regarding Business Grants criteria.
- City Manager and Deputy City Manager held meeting with Consultant Evergreen, Mr. Jeff Ling, Mr. Michael Misrahi, and Mr. Mark Holcombe regarding benefits and compensation study.
- City Manager and Deputy City Manager held meeting with Human Resources Director, Mr. John Prats and Legislative Analyst to Vice Mayor Fraga, Ms. Nicole Reinoso regarding Employment Transition.
- City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez and Information Technology Assistant Director, Mr. Carlos Olivares.
- Deputy City Manager held weekly meeting with Planning & Zoning Director, Mr. Alexander Adams.
- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.

- Deputy City Manager along with Economic Developer, Mr. Manuel Pila met with the Business Grants Committee and IAF Consultants to review grant applications for businesses.
- City Manager and Deputy City Manager attended virtual CBRE Meeting along with Mr. Jake Zebede, Mr. Larry Genet, Ms. Lee Ann Korst, and Economic Developer, Manuel Pila.
- City Manager and Deputy City Manager attended Bachour Restaurant Downtown Doral Lunch.
- Deputy City Manager held weekly meeting with Parks and Recreation Director, Ms. Erin Weislow.
- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- City Manager held weekly meeting with Chief of Police, Mr. Hernan Organvidez.
- City Manager held weekly meeting with Human Resources Director, Mr. John Prats.
- City Manager and Deputy City Manager attended virtual Enterprise Fleet Management Meeting along Chief of Police, Mr. Hernan Organvidez, Public Works Director, Mr. Carlos Arroyo, and Fleet Manager, Mr. Martin Cevallos.
- Deputy City Manager held staff meeting with Building Official/Director, Mr. Rene Velazco and Assistant Building Director Jane Decker.
- Deputy City Manager held weekly meeting with Assistant Planning & Zoning Director, Mr. Javier Gonzalez.
- City Manager held weekly meeting with Communications Director, Ms. Maggie Santos.
- Deputy City Manager held meeting with Economic Developer, Mr. Manuel Pila, Finance Director, Ms. Matilde Menendez and IAF Consultants regarding Residential Grants Criteria.
- City Manager and Deputy City Manager held Bond Meeting Process regarding Construction Management with City and AECOM staff members.
- Deputy City manager attended meeting with Department Directors and Tyler Technologies consultants regarding "MyCivic" Final Content and Visual Review.
- 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 54 people who were observed in public without masks.
- The Miami-Dade County Mobile Testing Initiative located at Morgan Levy Park performed 322 COVID-19 tests to the residents of our community.

### **Capital Improvement Project Manager**

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

- Contract comments completed and sent to KVC for execution.

- Drawings were submitted for final permitting.
- November Ground-Breaking Ceremony to be announced.
- Miami Dade County Building Department review comments were sent to the design team on October 20<sup>th</sup>.
- Design Team is working on City of Doral Building Department review comments.
- IT Department comments provided to the Design Team on October 21<sup>st</sup>.
- A/E and PMT met with COD Floodplain Manager to discuss Floodplain Elevations on October 21<sup>st</sup>.

#### **Morgan Levy:**

- Consultant started demolition of kitchen cabinets and countertop and removal of pavers at future office space.
- Selection of interior finishes is on-going.
- Parks and Recreation Department requested quotes for painting the exterior and interior of the restroom building and the Community Center.
- PMT requested quotes to the consultant.
- BBQ areas silt fencing completed. Two BBQs pedestals were removed.
- PMT and Parks and Recreation performed weekly site visit to check the progress of the construction.

#### **White Course:**

- Drawings were submitted for permitting on October 22<sup>nd</sup>.
- Pre-bid Meeting was held on October 22<sup>nd</sup>.

#### **Doral Meadow:**

- PMT and Parks and Recreation performed weekly site visit to check the progress of the construction.
- PMT and IT Department met on October 19<sup>th</sup> to discuss pending items.
- General construction on-going.
  - o Consultant is working on final finishes.
  - o Kitchenette and bathroom counter tops were installed.
  - o Baseboards were installed.
  - o Furniture arriving to site October 23<sup>rd</sup>.
  - o Tree was relocated.
  - o Electrical, irrigation lines relocation is in progress.
  - o Pergola Slab/ footings is ongoing.
  - o SCS (free wire) building cabling installation was approved and passed inspection.
  - o Passed Miami Dade County Fire inspection on October 22<sup>nd</sup>.

#### **Doral Central Park:**

- Early works package – Root Pruning 500 onsite trees.
- City is reviewing Design Development Package for Phase I, II and III.
- CMR is working on Design Development budget pricing.
- Trade Outreach is confirmed for November 10<sup>th</sup> at Legacy Park.
- Trade Outreach walk-through scheduled for October 27<sup>th</sup>.
- PMT and A/E participated on weekly meeting for the status of the project.
- PMT and Consultants weekly meeting with the IT Department is on-going.
- Aquatic Systems Follow-up meeting with consultants, PMT and Parks and Recreation was held on October 22<sup>nd</sup>.

**Doral Boulevard Pedestrian Bridge:**

- Final RFP adjustments with FDOT is on-going.
- Awaiting final approval from State.
- Final package will need to go to Federal Government for approval.
- RFP to be advertised on November.

**Trail Network:**

- Project Design is on-going.
- Sharrows Interlocal agreement was submitted to MDC.
- Meeting with consultant to discuss the 4 bike lanes identified for the project is scheduled for October 29<sup>th</sup>.

**Lighting of Trails:**

- Project Design on-going.
- Consultant updated Lighting report with correct bollard cut sheets.

**Trails and Tails Park:**

- 100% CD completed – Consultant is updating drawings to pick-up final IT comments received on October 21<sup>st</sup>.
- ITB draft is in process. ITB to be advertised on November.

**Additional Items:**

- The PMT participated on weekly meeting for the coordination/status of projects.
- Weekly Bond Meeting Process and Construction Management.

**Building Department**

- PHONES: Data available: 510 Inbound call count for week; 3:00m Ave time per call; 30hr+ total time for week
- INSPECTIONS: 106 Average Daily Inspections, 532total Inspections Completed (week)
- PLANS REVIEWS: 352 Plan Reviews (Quantity), 2% Expedite, 2% Walk-Thru, 32% Rework, 64% Drop-off/Electronic
- Average plan review time per plan per trade = 29mins
- LOBBY DATA (DORALQ): 129 Total Building Dept Customers; 26 Lobby Daily Average, 6.2 mins Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 12 mins

**Code Compliance**

- 3rd Week of Mayor's Citizen Government Academy was held, where two sessions were done. 1st session was presentations from Finance and Public Works and 2nd session was presentations from IT and Building to the group of students.
- Code Compliance Officers assisted Economic Development by visiting applicants of the Business Grant Program to verify information submitted in their applications.
- Filed Supervisors completed 13 phone interviews to identify the top 5 candidates to fill the 2 vacant Code Compliance Officer positions.

- Code Compliance Officer worked weekend shifts at Doral Central Park to ensure election sign regulations are being followed regarding posting on public property.

## Finance

- Accounts Payable: Processed 82 invoices; 77 checks were issued for a total of \$822,095.
- Journalled 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.

## PROCUREMENT

1. Below Cone of Silence Report for the week of 10/21/2020
2. A total of 84 PO's were created for a total value of \$1,733,198.

## PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 10/21/2020

- Solicitation No. and Title: RFQ No. 2020-22 - Professional General Engineering and Architectural Services  
Dept: Public Works  
Broadcast Date: 06/25/2020  
Due Date/ Bid Opening Date: 08/07/2020  
Status: Award Recommendation made - Bid Protest Denied.
- 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: 11 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. 2020-25 - Construction of White Course Park  
Dept: Public Works  
Broadcast Date: 10/09/2020  
Due Date/ Bid Opening Date: 11/12/2020  
Status: Pre-bid meeting is scheduled for 10/22/2020
- 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: Pre-bid meeting is scheduled for 10/27/2020

## Human Resources

- 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. As of October 16, 2020, 719 City of Doral residents have been tested. The testing is being conducted from 9 a.m. to 1 p.m. on Mondays, Wednesdays, and Fridays. Seventy (70) appointments are made available each day via a link provided by Biotech Clinical Laboratory, which residents access through the City's website. The City does not see the information and does retain any information entered by residents through the Biotech link.

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, October 22, 2020, (44) essential personnel/first responders were tested at City Hall. To date, Human Resources has received 870 COVID-19 test results. To date, 517 tests have been administered at City Hall. 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.

### CURRENT JOB POSTINGS

#### JOB TITLE POSTING DATE CLOSING DATE

Police Officer

6/13/18 Open Continuous

Auto Maintenance Technician

09/27/19 Open Continuous

Mechanical Inspector/

Plans Examiner 08/15/20 Open Continuous

Auto Maintenance Helper 10/07/2020 10/21/2020

Structural Plans Examiner 08/15/2020 Open Continuous

Laborer I 10/19/2020 11/02/2020

Plans Reviewer 10/19/2020 11/02/2020

### Special Projects

- HR Participated on a 2020 Healthiest Employers Roundtable Panel hosted by the South Florida Business Journal to discuss best practices in employee wellness engagement and COVID-19 initiatives.

- Executive Internship Program: HR continues working with local universities to promote the City of Doral's Executive Internship Program. Five (5) Interns will be selected to work with the Mayor and Councilmembers. The 12-week program is aimed at college level students that are currently enrolled in an accredited university with a GPA of 3.0 or higher. Students will earn \$15 per hour and work 15 hours per week. This amazing opportunity will provide students with practical hands-on knowledge and experience in dealing with the many aspects and complex relationships that are essential in producing and implementing a multitude of diverse community services. The posting is been made available through the university's Hand Shake portal.

- Information Technology Internship Program: HR is working with local universities to identify Information Technology students interested in being part of a non-paid internship program with the City's IT Department. Students will gain experience in government and learn how to deliver IT Help Desk services.

- As a City of Doral initiative to support the troops and show our appreciation for their unwavering bravery, we would like to extend the opportunity to City Employees to take part and donate candy and dental care products (toothbrushes, dental floss, or toothpaste) for a Give-Back Collection to our troops. Donations will be collected from October 19 - October 28, 2020. Please drop off your donations to the Human Resources Department. These sweet treats will be distributed to our Deployed Troops as part of Operation Gratitude on behalf of the City of Doral.

New Employees – Week of October 12, 2020

Haley Florence, Police Service Aide. Start date October 15, 2020.

Katherine Marikos, Police Service Aide. Start date October 15, 2020

Maximilian Pino, Police Officer. Start date October 26, 2020.

Christopher Palmer, Planner - Planning & Zoning Department. Start date October 26, 2020.

## **Information Technology**

- Smart City projects are underway.

- FPL 2 LPR Poles:

Horsepower informed they received new comments from MDC and updating the plans. We continue waiting for MDC to approve permits of site 26 and 30.

Project is 43 % completed.

- WCCD 37122- New Smart City Certification Project

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

Project is 95% completed

- HRIS New System Project

We are waiting on team to provide updated RFP with detail requirements for each module utilized in the HR department including payroll, time & attendance, performance, learning , core HR and e-forms.

Project is 7% completed

- Upgrade Facility Dude Project

Issue with PO and meeting to explain finance to understand where amounts are coming from and reason for upgrade . then PO should be 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 9% completed

- 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

We had training on creating Contacts and Standard Reports by Module review for all departments. We also had a training for EnerGov payment processing, we still need to learn how will reconciliation of payment with Cashiering and Munis process occur.

Due to Tyler shut down, all upgrades/issues and new enhancements for Tyler311 are behind schedule and Tyler cannot give a date for first conversion pass. This affects our ability to test record documents with automation that we have configured. We are waiting on Tyler to resolve issues of IAA and IO triggers. We are waiting on P/Z to complete testing to start with full system testing.

Project overall is 43% completed

- 2019-2020 Tyler 311

We are waiting Tyler resolutions of issues to complete full testing. We continue testing with users/SME and planning implementation of Tyler311 environment this month while waiting for Tyler modifications for data fields require for the transfer of data to the PW Mobile 311. We were informed that API development completion was moved to November. IT team is accessing the SRSS portal for reporting.

Project overall is 59% completed

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

We are supporting users which are using Bluebeam currently. We will have final testing next week to close this module with EnerGov to start with Laserfiche module.

Project overall is 97% completed

- 2019-2020 MyCivic

This week we will have a presentation of MyCivic Content/Visual. We continue Updating from PA, PW and Code to improve configuration have been implemented. We are planning all activities this month for the implementation requirements of City of Doral mobile app. SME have given some recommendations which are being put in place, we will meet weekly to review system features while waiting completion of Tyler311.

Project overall is 59% completed

- 2020-2021 IGinspect and IGenforce applications

We continue 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 57% completed

- 2020-2021 CSS Citizen Self Service

We continue testing and modifying system with help of Tyler consultant. We are expecting from our First Stakeholder results from their testing of the CSS Screens and Navigation.

Project overall is 77% completed

- 2020-2021 Accounts Receivable System

We continue implementation/configuration/unit testing during this month. Finance is updating accounts requirements.

Project overall is 37% complete

- 2019-2020 EnerGov Integration to Laserfiche (Document Retention Software) Project Council meeting approval was obtained, preparing PO and will start planning this month.

Project overall is 10% completed

- 2020-2021 EnerGov Cashiering Project

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

Project overall is 17 % completed

- Public Safety Support - This week

• Attended the IACP virtual conference. In this conference we learned about new technology that is available for Police. In prepping for the RTIC, the IT Department ran a network cable to connect the backup UPS to the network. we assisted communications in getting ready for their FDLE audit. The Police Department completed the security awareness training.

- Help Desk Support- This week:

• Resolved 93% of support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events.

- Modified and created clearances for new access control system and updated users' credentials for CH and PD, as well as importing personnel information from previous access control software.
- Ran fuel access and activity reports for PW Crowe Audit.
- Troubleshooted communication issues between AirWatch console and Active Directory domain controller.
- In addition, we continue to work on projects; FY1920 Replacement desktops at CH, Physical Inventory of IT equipment, and Configuring and troubleshoot Scan to Folder on Ricoh printers.
- Network Administration-This week:
  - Monitored the network and performed actions based on incidents,
  - Visited Meadows Park for checking IT low wiring connections and prevent service disruptions.
  - Renewed Firewall Services.
  - Call routing changed for the main numbers from Meadows Park, Morgan Levy Park, Legacy Park, and Glades Park (Requested by the Parks Director).
  - Network Troubleshoot and changed an Optical Module to a Network Switch from City Hall which supports the garage's CCTV.
  - Configured the Firewalls to allow new services due to a new integration on the EnerGoc project.
  - Supported the City's helpdesk during troubleshooting with a user with computer slowness.
  - Supported the PD's helpdesk when troubleshooting routing calls from the GIU department.
  - Continued to work on the Integration of the Network Access Controller and the existing Network Infrastructure.
  - Participated in Internal and External meetings (IT, Bond's Projects for Meadows, Cultural Arts Center, Central Park, Nutanix)
  - Network provisioned to address the communication for a new generator at the PD.
  - Troubleshoot of network communication from the Mobile Device Manager along with the Help Desk Supervisor.
  - Supported the System Admin and the Security Manager during a migration of the email filtering appliance.

- Security Manager

This week, over 30 emails were reported by City users and were analyzed for malicious intent. Also, antivirus has been upgraded as well as the multi-factor authentication solution. Assisted the Sr. Systems Analyst and Help Desk Supervisor remove disabled accounts from security groups and distribution groups. Finally, several meetings were attended regarding implementation of applications as well as vendor proof of concept meetings.

- System Analyst
  - MUNIS TEST Prerequisites Install
  - MUNIS DIA Conditions Rectification (GL Accounts and Check No.)
  - MUNIS Add missing the AP retainage control account to Funds
  - Performed MUNIS Test Environment Upgrade to 11.3.22.
  - Working on various items with EnerGov; IO's and IAAs TESTING Revisions; CSS TEST Issues; CASHIERING Implementation, FEE-Charge Code Mapping and Intelligent Objects Configuration.
- Systems Administration. This Week:
  - Review and Keep the backups 100% operational.
  - Completed the Active Directory upgrade in Doral. Local domain.
  - Completed the DHCP upgrade in Doral. Local domain.
  - Attended the Weekly Team meeting.
  - Deleted the server PDPRTG, requested by Network Admin.
  - Installed new server with IIS to use with Munis and EnerGov.

- Attended meeting with Rubrik to know about new products.
- Ran Windows update and restarted most servers.
- Increased memory and CPU in some new Domain controllers.
- Fixed DNS issues with application in Police Department.
- Assisted Helpdesk to fix the Print server.
- Provided AV support for United States Environmental Protection Agency (Police Training Center)
- Provided AV support for Business Grant Program Committee Meeting (Training Room)
- Supported + live streamed + operated Virtual Council Meeting
- Assisted with recording and setting up for State of The City Recording
- Supported and created multiple GoToMeetings for Finance Department
- Assisted The Mayor with Skype interviews
- Continued to troubleshoot AV systems city wide
- Continued to provide comments, and create design for the multiple bonds projects
- Created supported and ran multiple GoToWebinar for the economic developments department.
- Performed monthly systems checkup for EOC
- Continued to supervise final installations of RTOC AV system
- GIS Administration- This week:
  - Continue to conduct and to test cached map and communicate with EnerGov GIS team.
  - Meeting and worked with planning/zoning staff about georules (EnerGov).
  - Weekly meeting with EnerGov internal staff.
  - Conducted EnerGov and CSS review.
- Database Administration: This week:
  - Participated in EnerGov Weekly Testing Status Meeting.
  - Participated in the License Plate Recognition Technology & Best Practices Webinar (Motorola Solutions).
  - Working on the changes requested by the HR Director for the Public Works Internal Dashboard.
  - Assist the Sr. Software Developer troubleshooting an Issue on the Planning and Zoning CD-Plus Dashboard.
- Application Development- This week:
  - Developed and tested Azure functions to integrate Tyler 311 with Mobile 311.
  - Helped BD to resolve issue with Open Permit Search application.
  - Participated in various EnerGov meetings.
- Intersection Technology System Support
  - This week, 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 1, Site 26 and Site 30 LPR camera installation.
  - Met with Underpower Electric, Miami Dade PW, project developer's engineer to discuss design issues and moving forward with the removal and reinstallation of the LPR cameras for Site 13.

## **Parks and Recreation**

- Processed/Submitted Doral Little League Contract Extension documents for approval.
- Director met with Codina to discuss the Miami City Ballet event logistics
- Director met with Public Affairs and Dorcam to tour and determine possible sites for Art sculptures.

- Meeting to finalize aquatic facility equipment with project management team and B&A.
- Special Needs Specialist held weekly virtual classes for Doral Special Olympics Group.
- Special Needs Specialist hosted virtual Karaoke for Doral Special Olympics Group.

## **Planning and Zoning**

- The Planning and Zoning Department will have a new City Planner beginning Monday, October 26, 2020.

### Occupational Licensing

- 139 Business Tax Receipt renewals have been processed this week.
- 24 New Business Tax Receipts have been processed this week.
- 1 new Temporary Outdoor Dining Permit (52 Temporary Outdoor Dining permits issued to date).
- The Licensing Division is preparing the 2020-2021 BTR renewal letters to be mailed the first week of November.

### Planning and Zoning

- New addresses issued: 5
- Permits reviewed: 33
- Inspections conducted: 51
- PZ Director met with Deputy City Manager.
- Department issued final approval letter for the Doral Cultural Arts Center Site Plan
- Department issued final approval letter for the White Course Park Site Plan.

## **Economic Development**

- Administered implementation of Doral CARES Grant application process and assisted applicants, reviewed applications, and maintained daily contact with IAF Consulting.
- The Shop Local/Spend Local program passed 100 participating businesses
- Met with Landgon representative re: grants criteria for State Farm program.
- Hosted Grow with Google webinar 'Ponga su Negocio en Google Search y Maps'
- Met with South Florida Business Journal re: logistics for Smart Cities/Smart Buildings Panel Discussion on October 27.
- Met with CBRE, City Manager, Deputy City Manager re: business attraction information and orientation for new businesses seeking to move into Doral sites.
- Agreement with Prospera for business support services was approved on the City Council agenda on October 14.

## **Police Department**

### Arrests

- Felonies: 5
- Misdemeanors: 7
- Traffic: 0
- Warrants: 3
- DUI: 0

### Traffic Citations

- Hazardous Moving Violations: 169
- Non-Hazardous Moving Violations: 272

## Notable Arrests & Incidents

### Violation of Litter Law – Felony

During the past few weeks Doral experienced a couple of incidents where unknown person(s) illegally disposed of vehicle tires in different areas throughout the city. Police commenced an investigation to identify and apprehend the individual(s) responsible. Pursuant to the investigation detectives identified a suspect and proceeded to surveil him. The subject's vehicle was observed entering the city and he was followed to the 8400 Block of NW 68 Street where he was observed dumping several large commercial vehicle tires. The subject was taken into custody without incident and subsequently transferred to the Doral Police Station for interrogation. The subject waived his Miranda Rights and admitted to having been the one who had disposed of tires in the two prior occasions. He was charged accordingly and transported to TGK.

### Grand Theft

Doral Police arrested a man who was employed by a bank in Doral as a teller. The man stole \$2,500 from his cash drawer. The theft was discovered by a supervisor when he audited the teller's cash drawer. The subject was arrested and after waiving his Miranda Rights provided a full confession saying he "borrowed" the money because he was experiencing personal financial difficulties and intended to pay it back. 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.
- 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**

### Videos:

- Progress on Projects: streets and sidewalks
- Mayor's Announcement of Manolo Valdes Exhibit

### Promotion:

- Miami city ballet in downtown doral park
- Mayors Essay Contest with Florida League of Cities

### Event Coordination:

- Florida Blue Flu Shot
- SBA signing ceremony
- Manolo Valdes kickoff events

## **Public Works**

- Submitted application to the Arbor Day Foundation for the 2020 Tree City USA re-certification
- Participated in the Mayor's Citizens Academy.

## **Transportation**

- NW 74 St. traffic signals at NW 97<sup>th</sup> Ave and NW 102<sup>nd</sup> Avenue: Contractor addressed minor punch list items. Final County inspection requested.

## **Facilities:**

- On 10/23/20 passed Fire final for the Real Time Information Center (RTIC) at the police department. Low voltage sub-permit was obtained, final inspection scheduled for week of 10/26/20.
- Fuel tanks annual Miami Dade County DERM inspection held on 10/22/20. Inspection did not pass as a few items need to be corrected within 60 days. Requested a set of construction drawings from Wolfberg Alvarez (AOR) to address DERM comments.
- Replaced all lighting fixtures with new LED fixtures on stairs at the Police Department.