



Memorandum

To: Honorable Mayor and City Council

Date: June 14, 2021

From: Hernan M. Organvidez
Interim City Manager

Subject: Weekly Council Update/ June 6 - June 12, 2021

City Manager's Office

Interim City Manager and Deputy City Manager along with City Attorney Figueredo and City Clerk Diaz held weekly staff meeting with Department Directors and the following topics were discussed:

1. POLICE

- 574 Calls
- Multiple Vehicle Burglaries (cars unlocked)
- Underage Drinking at a warehouse 84 avenue and 53 street

2.FINANCE

- Budget exercises due Wednesday.

3.PLANNING AND ZONING

- Finalizing Budget

4.HUMAN RESOURCES

- COVID 19 testing stopped

5.PUBLIC WORKS

- 41 Street is open
- Police simulation equipment delivery
- DGC roof repairs finished by end of week

6.PUBLIC AFFAIRS

- Photo Ops- 41 street
- Updating budget
- 4th of July Event invites

7.ECONOMIC DEVELOPMENT

- Aruban Government Presentation
- New Times proposal

8.PARKS AND REC.

- 4th of July Tickets
- Summer Camp

9. INFORMATION TECHNOLOGY

- Energov issues
- Parks and Bonds project
- LTC- WCCD

10. BUILDING

- 4th clerk started today
- Fridays permit counter closed
- Start bi-weekly meeting with consultant resolving issues with Energov

11. CODE COMPLIANCE

- New employee starting
- Fully staffed
- Body shop detail 10 notices
- Trash issues
- Survey sites for illegally parked cars
- Food Truck brochure- Voluntary registration

12. CLERKS OFFICE

- Meetings preparations

13. CITY MANAGER

- Budget exercise due Wednesday
 - Evergreen study impact is unknown
 - 5 million deficit and Evergreen study
 - Evaluations need to be timely
 - HR to provide leave usage analysis attached to evals.
 - Evals are priority
 - Memo's not required on evals with 28 or higher
 - Eval's should speak for themselves.
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- Deputy City Manager held weekly meeting with Economic Developer, Mr. Manuel Pila.
 - Interim City Manager held meeting with City Attorney Figueredo regarding AECOM new Project Manager.
 - Interim City Manager and Deputy City Manager held individual Agenda Review Meetings with City Councilmembers for Council Meeting on June 9, 2021.
 - Deputy City Manager attended Bi-Weekly EnerGov Stabilization Project Status Meeting.
 - Deputy City Manager held weekly meeting with Planning and Zoning Director, Mr. Javier Gonzalez.
 - Interim City Manager and Deputy City Manager attended Code Appreciation Week lunch.
 - Deputy City Manager attended Bi-Weekly 2nd Floor Leadership Team Meeting.
 - Interim City Manager and Deputy City Manager held Agenda Briefing meeting along with City Clerk Diaz and City Attorney Figueredo.

- Interim City Manager and Deputy City Manager along with Department Directors attended Council Meeting held on June 9,
- Interim City Manager attended Bond Disclosure Training with Mayor and Councilmembers.
- Deputy City Manager held weekly meeting with Parks and Recreation Director, Ms. Erin Weislow.
- Interim City Manager and Deputy City Manager along with City Attorney Figueredo and City Clerk Diaz held After Action meeting for Council Meeting June 9, 2021.
- Interim City Manager and Deputy City Manager along with City Attorney Figueredo, Planning and Zoning Director, Mr. Javier Gonzalez, Public Works Director, Mr. Carlos Arroyo, Special Assistant to the City Manager, Mr. Rey Valdes held meeting regarding Tesla Charging Stations.
- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- Interim City Manager and Deputy City Manager along with AECOM held Bond Meeting Process Regarding Construction Manager.
- Deputy City Manager, Mayor's Chief of Staff, Public Affairs Director Maggie Santos and Economic Developer Manny Pila held meeting with Mr. Rolando Aedo from GMCVB.
- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- Interim City Manager attended meeting with Mayor Bermudez, Chief of Staff, Mr. Jean Carlo Canabal, Special Assistant to the City Manager, Mr. Rey Valdes and NBC Universal regarding Annexation Proposals.

Capital Improvement Project Manager

Doral Cultural Arts Center:

- Permitting process is on-going:
 - o Water and Sewer permit application submitted on June 2nd to City of Doral Building Department.
 - Permit currently under review.
 - o KVC to submit precast joists and roof decking submitted June 8th.
 - Permit currently under review.
- General Construction Activities:
 - o Grade beam and Column foundations excavations, reinforcement placement and formwork are on-going (70%).
 - A total of 950 cubic yards of concrete have been poured to date. (+/- 1,300 cy total in the project).
 - Main electrical room conduit installation is on-going.
 - On-going CMU wall construction (IT room, electrical room, catering room, mechanical room walls).
 - o On-going construction submittals/RFI's.
 - o Codina requested access to KVC site on behalf of Parks and Recreation Department on June 4th to performed trenching for the installation of a power conduit for a Downtown Doral Park project.
 - Parks and Recreation reported broken irrigation lines and wiring on June 7th.
 - Codina is working to finish the conduit installation (pull box) and repair the irrigation lines.

- City of Doral IT/AVI personnel and PMT held a site visit to coordinate their plans for the new facility on June 10th.
- AT&T pull box relocation on-going.
 - o Agreement sent to City Attorney's Office for review.
- Art in Public Places Package sent to Bermello-Ajamil for review.
- Change Order No. 1 to KVC executed June 9th.
- Weekly OAC Meetings.

Morgan Levy Park:

- Project completed.
 - o Thermostat relocation to be completed by June 12th.
- Financial closeout.
 - o Waypoint pick-up retainage payment on June 2nd.
 - o Pending payment for the relocation of thermostat (\$500.00).
- IT Department confirmed completion of the Fiber move from the electrical room into IT room on June 1st.
 - o IT Department pending to provide backup for Change Order No. 2 to SCS for the extra fiber conduit.

White Course Park:

- Permitting process is on-going:
 - o Miami Dade WASD Sewer Extension permit on hold due to Unity of Title.
 - Recorded Unity of Title received June 8th.
 - o Rough electrical inspection scheduled for the restroom building June 9th.
 - o Temporary electrical for trailer permit approved June 8th.
 - o Irrigation Permit to be submitted June 11th.
 - o Public Works requested NPDES.
 - Waypoint addressing Public Works request.
- General Activities:
 - o Samples of artificial turf received June 10th.
 - o Coordination with IT Department for required elements is on-going.
 - IT Department pending to provide Vendor's quotes/proposals.
 - o RFI's Submittals are on-going.
 - o OAC Meeting held on site on June 10th.

Doral Meadow Park:

- Pergola lap joints warranty work scheduled for June.
 - o Duo-Guard rescheduled to June 15th and June 16th.
 - PMT advised Parks and Recreation Department on June 11th.

Doral Central Park:

- Permitting Process is on-going:
 - o Phase I Soil Improvements review III completed.
 - Received comments from Plumbing, Floodplain, Electrical, and Building.
 - Bermello-Ajamil addressing comments.
 - MDC DERM approval received June 4th.
 - Early Start permit issued June 7th.
 - Notice to Proceed for GMP Phase I issued June 7th.
 - Onsite Work and protection of trees/demolition to start week of June 14th.
 - Utilities disconnected June 10th.
 - Pending to received confirmation letter form FPL.
 - o Phase IV Recreational Center/ Lake Wall Foundation review II is on-going.

- COD Building Department rework review completed.
 - Received comments from Structural, Plumbing, Floodplain, Electrical, and Building.
 - Bermello-Ajamil addressing comments.
 - MDC DERM under review.
 - Bermello-Ajamil addressing comments.
 - MDC Fire under review.
 - Bermello-Ajamil addressing comments.
 - Phase II & III City of Doral Building Department review completed.
 - Received comments from Structural, Plumbing, Mechanical, Floodplain, Electrical, and Building.
 - Bermello-Ajamil addressing comments.
 - Class II Permit issued June 8th.
 - MDC DERM is under review.
 - Planning and Zoning Site Plan Review for Phase IV.
 - Bermello-Ajamil addressing City of Doral Public Works comments.
 - Site Plan MDC Fire approved.
 - Site Plan MDC DERM approved
- General Activities:
 - Weekly OAC meetings on-going.
 - Art in Public Places approved for Council Recommendation.
 - Design Team addressing/implementing committee comments.
 - FF&E coordination is on-going.
 - Kaufman Lynn Phase II and III bids due June 17th.
 - Phase IV package sent to Kaufman Lynn for bidding preparation.
 - Owners Direct Purchase sent back to Kaufman Lynn to address Mr. City Attorney comments on June 3rd.

Doral Boulevard Pedestrian Bridge:

- RFP #2021-09
 - Deadline to submit preliminary list of Alternative Technical Concepts is June 11th.

Trail Network:

- Sharrows Interlocal Agreement submitted to MDC on-going.
 - PMT weekly follow up.
- Public Works Department is preparing Work Order for City Manager's approval.

Trails and Tails Park (Lighting Improvements):

- Horsepower Electric is working on long lead items and phasing schedule.
 - PMT followed up June 2nd.
- Schedule and Phasing review meeting with Parks and Recreation scheduled for June 16th.
- Groundbreaking Ceremony to be coordinated with Public Affairs.

Additional Items:

- PMT weekly Status of Projects held every Wednesday.
- Weekly participation on the Park Bond Meeting with City Management and City Staff.
- May Cost Budget Report in progress.
- New staff started June 7th.
 - Jacob Rinard – Principal in Charge.
 - Laura Gonzalez – Administrative Assistant.

Planning and Zoning

Occupational Licensing

- 5 Business Tax Receipt renewal for FY 2020-2021 processed this week.
- 15 Business Tax Receipts applications for new businesses have been received this week.
- 2 alcohol licenses.
- 1 new Temporary Outdoor Dining Permits (58 Temporary Outdoor Dining permits issued to date).

Planning and Zoning

- Addresses issued: 3
- Building Permits reviewed: 68
- Zoning Inspections conducted: 54
- Site plans reviewed/approved: 1
- Planning and Zoning Department submitted items for the Council Zoning Meeting on June 23, 2021.
- Planning and Zoning Director participated in the Bond Meeting Process Re: Construction Management.
- Planning and Zoning Director participated in the Staff Meeting - Directors & Assistant Directors Meeting.
- Planning and Zoning Director attended meeting with City Attorney's Office.
- Planning and Zoning Director participated in a meeting to discuss development order for Shelton Academy located at 9455 NW 40 Street Rd, Doral, FL 33178.
- Planning and Zoning Director participated in a educational campaign meeting with the Public Affairs Department.
- Planning and Zoning Director attended meeting to discuss budget reductions for fiscal year 2021-2022.
- Planning and Zoning Staff participated in a pre-application meeting to discuss to re-platting process for the Miami-Dade Library (Downtown Doral Branch) to be located on the corner of NW 53rd Street & NW 84th Avenue.
- Planning and Zoning Director participated in a meeting with representatives from Codina Partners to discuss the incorporation of a pedestrian plaza on NW 87 Avenue between NW 53 Street and NW 52 Street.
- Planning and Zoning Director participated in the 2nd floor biweekly leadership meeting.
- Planning and Zoning Director participated in the June 9th Council Meeting Agenda briefing with the Mayor.
- Planning and Zoning Director attended the June 9th, 2021, Council Meeting.
- Planning and Zoning Director participated in the after-action meeting.
- Planning and Zoning Director participated in a meeting with the city consultants to discuss the revision to PUD, DMU and CMU Zoning Districts (Moratorium).
- Planning and Zoning Director participated in a meeting to discuss code requirements for electric car charging stations.
- Planning and Zoning Director participated in a meeting with Miami-Dade County Department of Regulatory and Economic Resources, Planning Division to discuss curtesy comments provided on June 9, 2021, for the 20-Year Water Supply Facilities Work Plan Update.
- Planning and Zoning staff participated in the 2021 Doral Capital Improvements Element Update kick off meeting.

Economic Development

- Participated as featured speaker at Aruba Export Week event hosted by the Aruban Department of Economic Affairs, Commerce and Industry.
- Met with Pro Commerce Costa Rica, Councilwoman Cabral and Vice Mayor Cabrera.
- Met with Hector Duer, Doral 87th Group re: scheduling Doral 87 groundbreaking.
- Met with Maria Salas, Miami Youth Orchestra re: CBO Grant.
- Met with Invest: Miami re: follow up to Mayor's interview and options for special section.
- Met with Planning and Zoning Director re: budget reductions.
- Met with Ink Link Marketing re: vendor registration process and opportunities in Doral.
- Attended 2nd Floor Leadership meeting.
- Processed Ribbon Cutting applications for Holy Shakes and Dispatch Health, and groundbreaking for Doral 87 retail development.
- Delivered PTSA Grant check to Dr. Toni Bilbao PTA.
- Distributed Economic Development Q1 Report to businesses, began gathering data and news for Q2 report.
- Met with Gene De Souza, The Rhythm Foundation re: Ritmo Doral 2022.
- Coordinated Façade Grant agreements for 2021 awardees.
- Assisted Panamanian American Chamber of Commerce re: home office approval from HOA for purpose of obtaining BTR.
- Met with Alfonso Mora re: importing Papiamento Rum from Aruba.
- Administered ongoing 2020 CBO Grants, Façade Grants, PTSA Grants.

Building Department

- EnerGov Project: Continued working with Tyler resources on critical ticket items; held first project meeting and follow-up interviews with Chris Blough from Plante-Moran for the EnerGov Stabilization Effort.
- Meetings Attended: Staff Meeting, 2nd Floor Leadership Team, DCM Weekly Meeting, Parks Bond Meeting
- Project Meetings: Clerical team continues to schedule one-on-one meetings with major customers to get permits, processes, unstuck. Projects: Doral Yard TCO, Former ACS Building,
- Vacancies as of 6/11/21: Chief Building Inspector, Building/Roofing Inspector, Plumbing Inspector, PT Mechanical Inspector, Chief Mechanical Inspector, Structural Plans Examiner,
- Operational Updates: The Building Department will begin closing the permit counter on Fridays for 12 weeks starting June 11, 2021. Starting July 6th, the department will no longer be submitting to the County on behalf of the Applicant via the CPP Portal. Announcements have been posted and sent out to major platforms.
- Building Department Weekly Stats for week ending 6/4/2021
- APPLICATIONS: 133 (dn) Online Applications Received (all departments)
- PLANS REVIEWS: 470 (up) Plan Reviews (all departments)
- PERMITS ISSUED: 98 (dn) Permits Issued (all departments) with a construction value of \$38.5 million (up) and \$316,206.23 permit fees collected (up)

- INSPECTIONS: 411 (dn) total Inspections Completed (all departments)
- PHONE CALLS: 551 (dn) total for 29+ hours (dn)
- LOBBY DATA (DORALQ): 226 (dn) Total Building Dept Customers; 57 Lobby Daily Average, 31 mins (up) Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 17 mins (up))
- VELARO CHAT PORTAL: 3,413 (dn) Online Visitors; 9 (dn) missed engagements; 2 engagements Ave Handle Time: 1:38m

Code Compliance

New Code Compliance Officer, Jonnatthan Restrepo, started on Monday, June 7, 2021.

Week 6 of the Mayor's Citizen Government Academy took place with presentations by Public Affairs and Human Resources.

Department observed Code Compliance Appreciation Week, highlighted by a department lunch on Tuesday, June 8, 2021.

Department met with Building Department for Hurricane Damage Assessment Teams meet and greet plus supply inventory check.

In the return of in-person Keep Doral Beautiful presentations, the Code Compliance Department recognized Deplus A/C Supply at the June 9th Council Meeting.

Director attended monthly Military Advisory Board meeting.

Finance Department

- Accounts Payable: Processed 115 invoices; 42 checks were issued for a total of \$134,808.
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Preparation of budget reduction scenarios for second round of departmental budget meetings with the City Manager.
- Processed the Citywide payroll for the pay period ending June 6th, 2021.
- Hosted Bryant Miller Olive for a Post-Issuance Disclosure and Tax Compliance Training to Mayor and City Councilmembers, City Manager, City Attorney, City Clerk and Finance Department.

PROCUREMENT

A total of 27 PO's were created for a total value of \$304,261.

CITY OF DORAL PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 06/11/2021

- 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: 4 Submittals received; Bids are being evaluated.

- Solicitation No. and Title: ITB No. 2021-08 – NW 82 Street and NW 114 Avenue Traffic Signal - FDOT
Dept: Public Works
Broadcast Date: 05/13/2021
Due Date / Bid Opening Date: 06/18/2021
Status: 6 Firms attended the Pre-Bid meeting.
- 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: 4 LOI's Received; Deadline for Design-Build Firm to submit preliminary list of Alternative Technical Concepts on 6/11/21.
- Solicitation No. and Title: ITB No. 2021-10 – Citywide Sidewalk Improvements- FDOT
Dept: Public Works
Broadcast Date: 05/14/2021
Due Date / Bid Opening Date: 06/30/2021
Status: 6 Firms attended the Pre-Bid meeting.
- 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: Phase I Evaluation Scheduled for 6/11/21.
- Solicitation No. and Title: RFP No. 2021-12 – Legislative Lobbying Services
Dept: City Manager's Office
Broadcast Date: 04/22/2021
Due Date / Bid Opening Date: 05/25/2021
Status: 2 Submittals received; Bids are being evaluated.
- Solicitation No. and Title: RFP No. 2021-13 – Towing and Wrecker Services
Dept: Police
Broadcast Date: 05/13/2021
Due Date / Bid Opening Date: 06/16/2021
Status: 8 Firms attended the Pre-Bid meeting.

Human Resources

CURRENT JOB POSTINGS

- Assistant Public Works Director, Public Works Department, Closes on 07/02/2021
- Auto Maintenance Helper, Public Works Department, Closes on 06/10/2021
- Building Inspector, Building Department, Open Continuous
- Chief Building Inspector, Building Department, Closes on 06/16/2021
- Chief Mechanical Inspector, Building Department, Closes on 06/23/2021
- Mechanical Inspector (PT), Building Department, Closes on 06/23/2021
- Park Ambassadors (Temporary), Parks & Recreation Department, Open Continuous
- Plumbing Inspector, Building Department, Closes on 06/23/2021
- Police Officer, Police Department, Open Continuous
- Police Sergeant, Police Department, Closes on 06/15/2021 (Promotional)

- Structural Plans Examiner, Building Department, Open Continuous

SPECIAL PROJECTS

- HR continues to address and coordinate COVID-19 related exposures and monitoring necessary quarantine periods.
- On June 8, 2021, HR participated in the Mayor's Citizens Academy.
- On June 10, 2021, the Human Resources Department received the final Compensation and Benefits draft report from Evergreen Solutions and is currently analyzing the proposed solutions.
- On June 10, 2021, HR participated in a 2-hour meeting with Crowe to go over HR processes and procedures as part of the ongoing internal audit.

Information Technology

- AV Team setup/supported Webinar trainings for Building + Zoning Dept.
- AV Team setup/supported/live broadcasted Council Meeting
- 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

- Smart City projects are underway:

- FPL 2 LPR Poles/Public Safety Project:

Vendor informs they are waiting for all of the reviewers to reject the application, so they perform an additional change and resubmit. One of the MDC inspectors read response of one and rejected it but the other permits have not been reviewed. MDC inform they are waiting pending updates to comments to approve permits of site 26 and 30 and vendor informed they will update these. City Management has been contacting MDC management for support.

Project is 61 % completed.

- WCCD 37122- New Smart City Certification Project

We are the first American City who has obtain this WCCD ISO 37122 Early Adopter Certification. This second level Smart City certification focuses on Sustainable Cities and Communities.

Project is 100% completed

- HRIS New System Project

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.

Project is 20% completed

- Upgrade Facility Dude Project

We had a final presentation of how the 3 current applications of Facilities Dude will be centralized in the upgrade. PW are preparing documentation for Council meeting in June after receiving updated proposal. We decided to just upgrade current Facility Dude software which is beneficial for City. PO is on hold until approval is received then we can start planning 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 11% completed

- WCCD 37120- Yearly Smart City Certification Project

We continue requesting/receiving information from outside county offices for additional water authority and food security environmental information. This week we received most of culture and Public Affairs information and waiting on some food security answers while performing and entering this data.

We continue researching many data information from websites and external companies this week and will start entering data.

Project is 84% completed

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

We are continue resolving post-Implementation issues with the support of the vendor's expert team.

We are finishing user acceptance of second batch of forms, waiting on users to define third batch of forms to start working with all the changes and verification and IT team is updating design of dashboards.

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

- Resolved support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events.
- Resolved credit card issue at Glades Park.
- Modified door schedule for night events.
- Met with vendor to replace the reader in the North entrance and troubleshoot the garage gate.
- Installed new computer for Laura Gonzalez from AECOM.
- Replaced and installed two computers for the PW warehouse in PD.
- Continue to work on reconciliation of physical inventory of IT equipment.

• Public Safety Support - This week, the PD IT is finalizing the deployment of the new mobile CAD. IT assisted in various support for training, that included the FIBRS/NIBRS and PIO training for Miami-Dade County PD. IT has begun the yearly IT Asset inventory. IT added two new TVs to the GIU section to better monitor the interview room.

• System Analyst- This week:

- Attended Energov support calls during the week
- Troubleshooted and created tickets with Tyler support for outstanding issues
- Assisted citizens with portal account registration and login
- Followed up on all opened tickets with Tyler support and respective departments
- Attended Energov Stabilization Project meeting
- Assisted Code Enforcement with IG Enforce update installation
- Met with Finance and Bridge Pay to troubleshoot credit card processing issues

• Systems Administration. This Week:

Review and Keep the backups if they are 100% operational

Worked with Network administrator to create policy to push new Wi-Fi SSID to use the certificates.

Increased disk space in the Laserfiche server

Shutdown 4 servers that were no longer in use.

Changed password for 2 accounts to more than 18 characters.

Meeting with antivirus support to test removing extended attribute from files.

Fixed indexing issue after changing the service account password.

Meeting with Dell to evaluate the Isilon upgrade.

Ran antivirus script to fix for extended attribute in 3 servers.

Updated the Vcenter server to protect against security issue.

Synchronized the WSUS Server and downloaded 20 new updates for servers.

Started June's server windows update.

- Network Administration
- Participated in external and internal meetings.
- Visited the Doral Morgan Levy and Downtown parks and worked with the vendor on getting the kiosks connected. Included configuration for whitelisting the endpoints.
- Replaced a defective desk phone for the City Manager's office (Main City Line). Temporary re-routed calls and re-configured expansion module with extra features.
- Modified call flow for the PZ department.
- Working with a vendor to acquire desk phones.
- Network provisioned due to new users from the City Manager's office (Bonds team).
- Working on the Network Architectural Design for new system integration.
- Visited the Doral Glades Park and configuring network connectivity/access with the AC controller.
- Continue to implement best practices on the perimeter security tools.

- Security Manager

This week, over 40 emails were reported and analyzed for malicious intent. Continued remediation from security audit findings. Upgraded the City's anti-virus to the latest version. Assisted in renewing security policy. Assisted the ArcGIS Admin in setting up for a test environment. Worked with Finance to address connectivity issues with a meeting application.

- Application Development- This week:

- Investigated and provided solution for GIS service 404 error with Energov.
- Set up website page with redirect to Citizen Self Service.
- Worked on BTR with PZ department.
- Monitored IAAs for Permit status.
- Helped customers with Energov CSS.
- Participated in Energov meetings.

- Database Administrator:

I.- Updated the Building External Dashboard. The connections, queries, and tasks have been updated to populate the metrics from the new data source (Energov).

II.-Continue working on the Building Internal Dashboard, creating the connections and tasks to populate the metrics from the new legacy system.

III.- Assisted the IT Security Manager to update the user account passwords base on the Crowe Audit report.

IV.- Applied Windows Update on SQL servers.

- GIS Administration- This week:

- Continue to conduct systems and communicate with vendor and internal Information Tech team.

- As per planning/zoning dept's request, conducted location map.
- As per planning/zoning dept's request, troubleshoot and resolved address issues.
- As per public works dept's request, assisted with GIS software.
- Testing trial GIS vendor about aerial imagery.
- Contacted city departments to update GIS maps from GIS portal.
- Meeting with GIS vendor about enterprise.
- Communicated users' support.
- Continue to rebuild and test systems.
- Weekly GIS maintenance.

- 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 1, 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 Corse and Central Park.
- Started the installation of parking lot cameras at PD substation.

Parks and Recreation

- Parks Director attended weekly meetings with the Deputy City Manager to discuss ongoing department items.
- Parks Staff attended Procurement Workshop/Training.
- Parks Director and Event Staff met with PD to discuss the Independence Day event.
- Parks Director met with Public Affairs director and Southcom to discuss the Independence Day event.
- Parks Director and Event Staff met with Parks staff to discuss the Independence Day event logistics.
- Parks Assistant Director met with the Energy Harness Corporation at Doral Legacy Park.
- Parks Director and Assistant Director attended 2021 Doral Capital Improvements Element Update kick off meeting.
- Silver Club Virtual Bingo Night was held with 20 participants.
- Special Needs specialist held weekly Bowling practices at Bird Bowl.
- Adult Basketball League continued spring season games at Doral Legacy Park.
- The splash pad reopened on Friday, June 11th at Doral Legacy park.

Police Department

Arrests: 22

- Felonies: 6
- Misdemeanors: 8
- Traffic: 4
- Warrants: 2
- DUI: 2

Traffic Citations

- Hazardous Moving Violations: 341
- Non-Hazardous Moving Violations: 282
- Disabled Parking Violations: 1

Civil Citations

- Civil Citations: 2

Notable Arrests & Incidents

Grand Theft

Possession of Controlled Substance/ Suspect Cocaine

Possession of Controlled Substance/ THC: Suspect THC Oil

Possession of Drug Paraphernalia with Intent to Use

No Valid Driver's License

Doral Patrol units were alerted via the License Plate Reader of a stolen vehicle in the area of NW 25 Street and 87 Avenue. DPD units responded to the area and located the vehicle. DPD conducted a traffic stop and the female driver was taken into custody. Further investigation, officers discovered two crack pipes, suspect THC oil and suspect cocaine. The female subject was arrested and transported to TGK.

Fraudulently Use of Identification

Organized Fraud

Petit Theft

Doral Patrol units were summoned to a business located at 2500 NW 79 Avenue regarding a credit card fraud. Upon arrival, officers met the business manager who informed officers of an employee who was frequently using customer's credit card numbers to purchase items for herself. The employee was arrested and transported to TGK.

Unoccupied Burglary

Grand Theft

Doral Patrol units were summoned to a business located at 3255 NW 87 Avenue regarding a dispute with a violent male possibly on drugs. Upon arrival, officers spoke with the witness who advised them that the male causing the disturbance was caught sleeping inside one of the rooms. The witness told the officers that the male subject was not authorized and did not pay for the room he was sleeping in. It was discovered that the male subject waited for room service to clean the room and entered the room without permission. He remained for the night to sleep. The subject 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

Thursday 6/3/2021

- Updated Safecam list with the following business:
 1. Baymont INN 3805 NW 107th Ave.
 2. Best Western 3875 NW 107th Ave.
 3. Springhill Suites 3895 NW 107th Ave.
 4. Iras Office Building 3905 NW 107th Ave.
- Meeting with MDC College Staff 3800 NW 115 Avenue regarding any summer events.
- Sergio's 1640 NW 97 Ave, met with the supervisor a courtesy visit, new robot server arriving today. Meeting with DFJ.
- Highlands 10479 NW 82 Street met with Ingrid the property Manager from Vesta with regards to meeting and discussing See Something Say Something & Hurricane Readiness.
- Summit research on reports regarding on going nuisance our records unit provided redacted public records reports for 8143 NW 105 Avenue -obtained.
- 10155 NW 12 St-Doral KIA -Trespass affidavit with GM.

- 10285 NW 12 St-Doral Hyundai-Trespass affidavits with GM.
- 9619 NW 41 St Papa John's follow up on Summer Camp food logistics.
- Doral Park Executive Board HOA meeting 5001 NW 104th Avenue Doral Park Country Club.
- Follow up Atlantic Doral Hurricane meeting request for residents 10500 NW 74 Street.
- 7905 NW 53rd Avenue Downtown Doral Upper School, Contact made with staff and students.
- 10311 NW 58th St. Divine Savior Academy, School Check. Contact met with staff.
- 8390 NW 53rd St. Downtown Doral Charter School, Contact made with Staff, Parents and Students.
- 11100 NW 27TH Street Doral Academy High School check.
- 2450 NW 97th Avenue Doral Academy Elementary School check.
- Allegro 4720 NW 85th Street, met with Staff and residence.
- Mirador Rentals, H.O.A. Meeting.
- 7413 NW 108th Path, Complaint follow up w/ Code Compliance.
- 9320 NW 25th St., Safe Cam Presentation.
- 9350 NW 25th St., Safe cam Presentation.
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Upcoming H.O.A. Meetings:

- June 9, 2021, Vesada 10540 NW 78th St. 6:30pm.
- June 8, 2021, Executive Committee meeting 5001 NW 104th Ave. 7:00 P.M.
- June 9, 2021, Doral House I 5001 NW 104th Ave. 7:00 P.M.
- June 15, 2021, Allegro 55 4720 NW 85th St. 6:30P.M.

Office of Emergency Management:

- With Building and Code Enforcement, helped review Rapid Assessment materials and equipment for field teams as part of City's hurricane preparedness efforts.
- Reviewed Doral Police Report Draft for 2020.
- Participated in Hazard Mitigation Resource Portal survey provided by IAEM.
- Reviewed FEMA's Guide to Expanding Mitigation.
- Began review of guidebook for Promoting Nature-Based Hazard Mitigation through FEMA mitigation grants.
- Began work on PowerPoint presentation for upcoming FFMA virtual conference.
- Created situation reports and shared COVID-19 relevant news with Directors. Information also includes weekly data (new format) provided by the Florida Department of Health (FDOH).
- Continued Hurricane Season preparation outreach on DPD social media platform and shared emergency preparation online training with Faith and Community Based Organizations Advisory Board.

Public Affairs

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 62,189. (60 additional followers)

- SOCIAL MEDIA HIGHLIGHT: Post engagement on Facebook went up by 99% and followers increased 22%.

*TOP POST OF THE WEEK- Post with highest engagement was FB Live Council Meeting Stream

- Media Inquiries – Telemundo/NBC & Miami Herald Re: NW 53rd Street closure; Casino City Decision
- Promoted multiple city events/initiatives including but not limited to: New building Friday hours, Faith based Board survey, Code Compliance Week
- Attended Procurement Workshop
- Conducted Citizens Academy Presentation
- Design/Web Projects – Ongoing Updates to PD page, food truck ordinance brochure
- Events:
 - NW 41st St Ribbon Cutting Executed
- Videos:
 - Published – Inside Doral: Manolo Closing Event
 - Published – Spending local – Extreme Wood
 - In Production – Inside Doral Parks Bond Virtual Tour DMP
 - In Production – Spend Local – Baywood Hotels

Public Works

- KI completed the wall installation at the Doral Training and Community Center for the Simulation Room project.
- Relocated two (2) cubicles at the Doral Training and Community Center in order to accommodate the wall installation.
- TGSV completed the Parapet Structural Repairs at the Doral Government Center. All straps were replaced and 8 beams to column connections were installed.
- Installed power for new the cubicle in the third floor of Government Center for the Parks Bond team.
- Attended the June 2021 meeting for the Doral Environmental Advisory Board.

Transportation:

- ITB 2020-31 “Sub Basin H-8 Phase II Stormwater Improvements”: Notice to proceed has been executed and dated April 26, 2021. The awarded Contractor, Maggolo Inc., has provided the final shop drawings to complete the review of all structures for the project. The last month has been dedicated to RFI submittals regarding conflicts found in the field as part of the investigative phase of construction. Revised Construction has been submitted and excavation is scheduled to begin on Monday, June 14th.
- Attended FDOT Virtual PAT Meeting #2 for the improvements planned along SR 948/NW 36 St. from SR 826 to SR 5/US 1.
- Attended NW 41 St. (NW 87 Ave. – NW 79 Ave.) Ribbon Cutting Ceremony.
- Held Pre-Bid Meeting for ITB 2021-10 Citywide Sidewalk Improvements Phase II.
- Attended CITT webinar to discuss the analysis of COVID-19 impacts to projected surtax revenues.
- Attended June 2021 Transportation Planning Council (TPC) Meeting.