



# Memorandum.

---

**To:** Honorable Mayor and City Council

**Date:** March 12, 2021

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

**Subject: Weekly Council Update/ March 7 - March 13, 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
  - 4) ICMA Retirement Accounts
  - 5) City Council Meeting
  - 6) Working in Teams
  - 7) Businesses west of Turnpike (Chilis)
  - 8) Cultural Facility (signage)
  - 9) Bloomberg Asphalt Art Initiative (Grant Application)
  - 10) Special Event Applications
  - 11) Travel for Conferences
  - 12) Birthdays
  
- 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 along City Attorney Figueredo held meeting with Planning and Zoning Director, Mr. Javier Gonzalez regarding Residential Density in Doral Décor District.
  
- City Manager and Deputy City Manager along City Attorney Figueredo held meeting with Planning and Zoning Director, Mr. Javier Gonzalez and Communications Director, Ms. Maggie Santos regarding Signage for Cultural affairs and Manolo Valdez project.
  
- City Manager and Deputy City Manager held Internal Audit kick off meeting with Crowe's Michelle Blackstock, Crowe IT professionals, and with IT Director, Ms. Gladys Gonzalez and Assistant IT Director, Mr. Carlos Olivares.
  
- City Manager held weekly meeting with IT Director, Ms. Gladys Gonzalez and Assistant IT Director, Mr. Carlos Olivares.
  
- City Manager and Deputy City Manager along with City Clerk Diaz and City Attorney Figueredo held meeting with Mayor Bermudez to discuss Council Meeting Agenda.

- Deputy City Manager held weekly meeting with Planning and Zoning Director, Mr. Javier Gonzalez.
- Deputy City Manager attended “Components of Your Success,” at ICMA She Leads Virtual Conference and ICMA Virtual Webinar on Investment Account updates
- City Manager and Deputy City Manager along City Attorney Figueredo held meeting with Assistant Public Works Director/Chief of Engineering, Mr. Eugene Joseph Collings-Bonfill to discuss Parapets Repairs Proposal.
- Deputy City Manager along with Finance Director Matilde Menendez, and Assistant Public Works Director/Chief of Engineering, Mr. Eugene Joseph Collings-Bonfill, held meeting with Michael Trader, AECOM project manager, regarding the January Budget Cost Report for the Bond Projects with Finance staff.
- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- City Manager and Deputy City Manager along City Attorney Figueredo held meeting with Code Compliance Director, Mr. Edgard K. Estrada regarding Code Enforcement.
- City Manager held weekly meeting with Chief of Police, Mr. Hernan Organvidez and Deputy Chief of Police, Mr. Raul Ubieta.
- City Manager held weekly meeting with Human Resources Director, Mr. John Prats.
- Deputy City Manager held a staff meeting with Acting Building Official/Director, Ms. Jane Decker.
- City Manager and Deputy City Manager attended virtual 2021 ICMA Southeast Regional Conference.
- City Manager and Deputy City Manager held individual meetings with City Councilmembers to review the Agenda for the Council Meeting scheduled on March 17, 2021.
- City Manager held phone conference with City Attorney Figueredo.
- City Manager held weekly meeting with Communications Director, Ms. Maggie Santos.
- 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 along Mayor Bermudez’ Chief of Staff Canabal held meeting with Mr. David Feder, General Manager from Trump Doral to discuss 4th of July Celebration.
- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- The City Manager’s office continues to coordinate and support the free COVID mobile testing site at the Police Training and Community Center in partnership with Miami Dade County Fire.

For the week starting March 8, 2021, 314 people were tested, for a cumulative total of 19,226 tests performed since the start of the program on 10/12/2020. (Additional testing numbers in HR section below).

- 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 49 people who were observed in public without masks.

## **Capital Improvement Project**

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

- Permitting process is on-going.
  - o Public Works MOT permit in progress.
  - o Received recorded Notice of Commencement.
- General Activities:
  - o Tree pruning and protection is on-going.
    - Tree protection installed around trees scheduled to remain.
    - Additional tree trimming completed on March 10<sup>th</sup>.
  - o FPL on site March 9<sup>th</sup> for the temporary power connection. Passed electrical panel inspection (FPL).
    - City of Doral inspection scheduled for March 11<sup>th</sup>.
    - Final inspection by FPL scheduled for the week of March 15<sup>th</sup>.
  - o AT&T pull box relocation completed March 10<sup>th</sup>.
  - o Water control for dust to begin week of March 15<sup>th</sup>.
  - o Barricades installed March 11<sup>th</sup>.
  - o Weekly OAC Meetings.

### **Morgan Levy Park:**

- Camera conduit completed.
- Ribbon Cutting Ceremony scheduled for March 17<sup>th</sup>.
  - o Coordination with Public Affairs is on-going.
- Final Elevation Certificate Form for Certificate of Occupancy resubmitted March 11<sup>th</sup>.
- Stool seats exchange is on-going.
- Preparation of close out documents in progress.
- Final punch list walk-through scheduled for March 15<sup>th</sup>.

### **White Course Park:**

- Permitting process is on-going.
  - o WASD DERM approved.
  - o COD Building is about 95% complete.
- Contractor working early on setting up subcontracts and submittals.
- IT Coordination for required elements is on-going.

### **Doral Meadow Park:**

- Concrete at the Flex Plaza completed and accepted.
- Project Manager working on close out documents.
- Contractor addressing Pergola close out documents.

### **Doral Central Park:**

- Permitting Process:

- o Phase I Soil Improvements is on-going:
  - COD Building Department plan review completed. Response to comments submitted March 10<sup>th</sup>.
  - MDC DERM plan review completed.
  - MDC Fire plan review completed.
- o Phase IV Recreational Center/ Lake Wall Foundation:
  - COD Building Department plan review completed.
  - MDC DERM plan review on-going.
  - MDC Fire plan review completed.
- o Planning and Zoning Site Plan Review Phase II & III response to comments submitted March 11<sup>th</sup>.
- o Planning and Zoning 1<sup>st</sup> Site Plan Review Phase IV received March 5<sup>th</sup>.
  - Site Plan MDC Fire review completed.
  - Site Plan MDC DERM review is on-going.
- Fencing installation to begin week of March 15<sup>th</sup>.
- Life Fitness and Sport Art Exercise Equipment Presentations held on March 10<sup>th</sup>.
- Banner approved by the City, awaiting copy from printer for final approval.
- Weekly OAC meetings on-going.

#### **Doral Boulevard Pedestrian Bridge:**

- Revised RFP re-advertisement, awaiting review from FDOT.

#### **Trail Network:**

- Sharrows Interlocal Agreement submitted to MDC.
- 90% Design submittal received March 5<sup>th</sup>.
  - o City of Doral Public Works comments received March 8<sup>th</sup>.

#### **Trails and Tails Park (Lighting Improvements):**

- Permitting Review completed.
  - o Payment for permit approval on hold until contractor is awarded.
- 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.

#### **Building Department**

- EnerGov Go Live - USER TESTING and Training continued. Daily briefings with conversion engineer and supplement implementation consultant revealing incomplete conversion mapping and tweaks to configuration needed. No pass #5 this week. Working through issues via Teams.
- Interim Director attended Directors Call, Weekly meeting with DCM, Bond Meeting; EnerGov Team Meeting with DCM & IT Director; Munis meeting with Finance for EnerGov funding; held monthly Chiefs meeting; attended EnerGov Go Live meeting with 2nd Floor Directors
- Interim Director recording video walk-through for KAPOW Tour with Public Affairs
- Project meetings this week: Doral Square Site Visit to review flood vent installation and site tour; Flight way 16 Plat Meeting (PZ); Federal Reserve 40-year Recertification Meeting; Crematorium Pre-App meeting with PZ

- Interim Director attended She Leads ICMA Virtual Conference and ICMA Virtual Webinar on Investment Account updates
- PHONES: Data available: 458 Inbound call count for week; 3:00m ave time per call; 24hr+ total time for week
- INSPECTIONS: 110 Average Daily Inspections, 549 total Inspections Completed (week)
- PLANS REVIEWS: 408 Plan Reviews (Quantity), 11% Expedite, 5% Walk-Thru, 28% Rework, 57% Drop-off/Electronic
  - Average plan review time per plan per trade = 35 mins
- LOBBY DATA (DORALQ): 95 Total Building Dept Customers; 19 Lobby Daily Average, 8.0 mins Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 10 mins
- VELARO CHAT PORTAL: 3,464 Online Visitors; 9 engagements; Ave Handle Time: 00:03:01
- Director was filmed for the Code Compliance Department portion of the Kapow virtual field trip video.
- Department worked alongside state agency and Doral PD in operation to shut down local restaurant which was selling alcoholic beverages to underage patrons.
- Code Compliance Department worked with the Health Department and Doral PD to shut down local medical office performing unlicensed medical activities.
- Director attended virtual HOA meeting to discuss noise issues at Midtown Doral.

## **Finance Department**

- Accounts Payable: Processed 199 invoices; 176 checks and 8 wire transfers were issued for a total of \$1,071,616.07.
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Continued working with the City's external auditors on the City's Comprehensive Annual Financial Report for the fiscal year ended September 30, 2020.

### **PRCOUREMENT**

A total of 23 PO's were created for a total value of \$1,872,329.44.

### **PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 03/10/2021**

- 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: Award Recommendation Made.
- 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: Award Recommendation Made.

- 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; Evaluation Phase II scheduled for 03/17/21.
- 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: Award Recommendation Made.
- 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: ITB No. 2020-35 – Trails and Tails Park Lighting Improvements  
 Dept: Parks and Recreation / Public Works – Parks Bond  
 Broadcast Date: 12/23/2020  
 Due Date / Bid Opening Date: 01/26/2021  
 Status: Award Recommendation Made.
- 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: 02/24/2021  
 Status: 6 Submittals received; bids are being reviewed.
- Solicitation No. and Title: RFP No. 2021-02 – Adaptive Re-Use Design Build  
 Dept: Public Works Department  
 Broadcast Date: 02/09/2021  
 Due Date / Bid Opening Date: 03/15/2021  
 Status: 22 Firms attended the Pre-Bid Meeting.
- Solicitation No. and Title: RFQ No. 2021-03 – Construction Materials Testing and Inspection for Doral Central Park  
 Dept: Parks and Recreation / Public Works – Parks Bond  
 Broadcast Date: 02/05/2021  
 Due Date / Bid Opening Date: 03/05/2021  
 Status: 5 Submittals received; bids are being reviewed.
- 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: 03/03/2021  
 Status: 4 Submittals received; bids are being reviewed; Phase I Evaluation scheduled for 03/11/21.

• 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: Award Recommendation Made.

## **Human Resources**

### • COVID-19 TESTING BIOTECH - 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. Since September 14, 2020, 3,323 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, 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 January 1, 2021, InterLab has performed 148 PCR tests, which includes 10 tests from February 26 through March 5, 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, March 11, 2021, (28) essential personnel/first responders were tested at City Hall. To date, 1,576 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

- Assistant Planning & Zoning Director, Planning & Zoning Department, Closes on 03/19/2021
- Building Inspector, Building Department, Open Continuous
- IT Technician, IT Department, Closes on 03/19/2021
- Mechanical Inspector/Plans Examiner, Building Department, Open Continuous
- Plans Reviewer, Public Works Department, Open Continuous
- Police Officer, Police Department, Open Continuous
- Structural Plans Examiner, Building Department, Open Continuous
- Transit Road Supervisor, Public Works Department, Closes on 03/17/2021

## NEW HIRES:

- Guillermo De Nacimiento III - Planner for the Planning & Zoning - 03/08/2021
- Eddy Plasencia - Assistant Park Manager (Maintenance) Parks & Recreation - 3/8/2021
- Demy Lemus, Code Compliance Officer – Code Compliance Department – 03/08/2021
- Giovanni Bustamante – Park Ranger – Police Department – 03/15/2021
- Kelly Escalona – Events Specialist, Parks and Recreation – 03/15/2021

## SPECIAL PROJECTS:

- HR completed its development of the new Customer Service Training. All newly hired employees will be required to take the training on their first day of work. This will ensure that all new employees are provided with clear expectations of our high standards and expectations in excellence in Customer Service.
- HR completed its 2021 Wellness Challenge. 23 Employees consistently participated throughout the entire 8 weeks. Overall, the following 6 winners were identified:

Most Improved- Overall participant with most improvement in health

o DANNY DEL TORO

Challenge Pro- Participant who successfully completed each challenge correctly

o ANNA MARIE HUMPHREY

Most Spirited- Participant with the most enthusiasm for program

o STEPHANIE BORTZ

Health Ambassador:

o Most Improved-

o BAKARI SMITH

o Challenge Pro-

o KRISTEN SAKS

o Most Spirited-

o INGRYS FARIAS

## **Information Technology**

- 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: March 2021
- 2018-2019 BD - DEVELOPMENT SERVICES SOFTWARE  
We continue ensuring each users system configuration is updated, we are daily Training/testing with users performing Test scripts and documenting new procedures as we finish the User/System Test Plans. IT Help Desk have ensured all computers and setup for IG workforce & Blue Bean and EnerGov environment have been up to date. Resolving Tyler311 connection with EnerGov and Cashiering issues encountered. 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 waiting on new batch of forms.  
Project overall is 94% completed
- 2019-2020 Tyler 311  
Dashboard was completed while we are waiting for update of obtaining notification required. Tyler is performing modifications for new reporting requirements and dashboard data fields require for management, we had call with Tyler and new upgrade is scheduled.  
Project overall is 99% 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 are resolving GIS and network issues and testing this week with inspectors from all departments insuring the permits move from the EnerGov Core solution to the IG mobile applications and backwards with updates. Issues are being informed to Tyler for resolution, we are waiting new forms and reports development created by Tyler to finalize Unit testing.

Project overall is 97% completed

- 2020-2021 CSS Citizen Self Service

Beautiful changes were performed with the CSS look by Public works. We continue Training/testing/updating with many department users this week.

Project overall is 97% 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 97% complete

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

Plugin were created for EnerGov entities and sent to Tyler to start testing of Building permits, Code and Planning and Zoning this week.

Project overall is 77% completed

- 2020-2021 EnerGov Cashiering Project

We started system testing and debugging issues. We are updating Project plan/implementation plan with all requirements and dates for configuration. Starting full testing this week.

Project overall is 89 % completed

- Public Safety Support - This week, the PD IT team cleaned out the storage room, and moved all retired equipment to City Hall. New dual authentication tokens were imported into the server. Attended a WebEx to see a demo for a new scheduling solution. The IT team is getting ready for the FIBRS/NIBRS implementation. 30 new Mnemonic numbers were added to the switch for FDLE connection with mobile CAD. New AVL tracker was added to a fleet vehicle.

- AV Team is working on Council AV upgrades/maintenance with vendor (AVI-SPL)

- Ordered Crestron wall panel replacement for community room

- AV Team assisted Help Desk with user issues/tickets

- AV Team provided AV support for Finance, PW, PD, PA, and HR Department

- AV Team Provided pre-bid/bidding recordings to Finance Department

- Systems Administration. This Week:

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

Virtual change control weekly meeting.

Install 2 new servers for Police Department at the NAP.

Assisted Public Affairs manager to clean her mailbox.

Restored entire server from Azure to restore files.

Assist A/V Analyst to manage files to PW.

Assist GIS Analyst to clean her server.

Create Security group in the Active Directory to Security Manager

Checked the disk space in our ESXi Hosts for the migration tomorrow

Email trace to Admin assistant of the IT Director in Police Department email

Finished February server windows update

Upgraded all ESXI Hosts in City Hall. They are now running with the latest software version.  
Recreated placeholders with our file system archiving system for Public Works.  
Increased memory in our DNS Server, ran windows update and restarted.  
Synchronized the WSUS Server and started March Server windows update.

- Security Manager

This week, over 70 emails were reported by City users and were analyzed for malicious intent. Addressed multiple vulnerabilities on specific endpoints. Tested security awareness on all City users. Ran an audit scan to test the strength of user account passwords. Met with third party monitoring service to discuss implementation of new security features.

- Participated in external and internal meetings such as IT weekly meetings, Doral Central Park-IT Coordination Meeting.

- Provisioned Network Switch due to relocation of users from the Police Department

- Supported PD Technicians during Voice troubleshooting.

- Reconfigured Isolated Network at Doral Legacy Park for COVID Vaccination Services.

- Collaborated with the IT team and performed configurations for integrations with City's Partners. (Configurations included DNS entries, Load Balancers Features, Content Switching, and Security Rules)

- Network configured and supported city's vendor during integration for lighting control.

- Supported the AV vendor during video-network troubleshot.

- Help Desk Support- This week:

- Resolved 92% of support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events

- Assisted in the execution of the EnerGov Daily Trainings

- Participated in Telestaff system demonstration with vendor

- Participated in Park Bond meeting for all IT needs for new park projects

- Troubleshooted card reader and configuration of biometric reader with vendor at Meadow Park

- Troubleshooted network connectivity for integration of Laserfiche to EnerGov

- Verified workstations and network connectivity on the vaccination POD at Legacy Park

- Met with Laserfiche vendor to test integration into EnerGov

- Troubleshooted Munis issues and modified configurations as suggested by vendor

- Continue to work on reconciliation of physical inventory of IT equipment

- GIS Administration- This week:

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

- Information Tech Staff meeting

- Coordinated meeting with vendor and internal staff.

- Troubleshoot and resolved flood information map.

- As per planning/zoning dept's request, provided two location maps in PDF. (35-3008-000-0033 and 35-3008-000-0036).

- Cleaning up address between internal and vendor's system.

- Weekly GIS maintenance

- Application Development- This week:

- Worked on Intelligent Objects for BD.

- Updated CSS header.

- Tested Tyler 311 integration with EnerGov.

- Assisted PZ and CE with properties.

- Assisted resolving GIS issue.
- Participated in EnerGov meetings.
- Database Administrator:
  - Assisted the GIS Developer to execute a full backup for the GIS database and uploaded it into the City of Doral FTP.
  - Data Conversion EnerGov Project on:
    - Working with the Code Compliance Supervisor, Building Interim Building Department Director, Planning and Zoning Chief Licensing, Planning and Zoning Officer Senior Planner, and Energov's Data Engineer to address the issues for the 4th pass of the data conversion.
  - 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, 13, 26, 27 and 30 LPR camera installation.
    - Continued working with AECOM and SCS in the design/coordination/installation of all IT infrastructure/equipment at Meadows, Morgan Levy, White Coarse and Central Park.
    - Completed the installation of media converters and switches for external camera poles at Meadows Park, with the exception of the managed switches and WAPs.
    - Coordinated the installation of the CAT6 ethernet line with SCS for the AC control panel at Glades Park.
    - Assisted Eylin (IT supervisor) and ADT with the installation/integration of the Biometric reader at Meadows Park IT room.

• Smart City projects are underway:

• FPL 2 LPR Poles:

New site #22 has been added to Project while Site 26(NW 58 St & 79 Av) has been delayed for now because of a future roadway widening project from Palmetto Expressway to NW 97 Ave along NW 58 St. FPL assistance was coordinated this week with the location of the FPL pick-up-point of these LPR site. We are waiting for MDC to approve permits of site 26 and 30. City Management is contacting MDC management for support

Project is 46 % completed.

• WCCD 37122- New Smart City Certification Project

Keep posting information required while 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 preparing documentation for Council meeting in April after receiving updated proposal and 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 11% completed

- WCCD 37120- Yearly Smart City Certification Project

We are receiving information on Business growth in the city is performing and many data information from websites and external companies this week and will start entering data for Health indicator when worksheet is unlocked this month.

Project is 24% completed

## **Parks and Recreation**

- Parks Department staff attended event walkthrough with Public Affairs and DORCAM for the upcoming Manolo Valdez Exhibit event 3/20.
- Parks Department conducted video tour & interview with Public Affairs for the KAPOW video.
- Parks staff attended ICMA Informational Sessions Webinar.
- Special needs coordinator attended Age Friendly Initiative meeting.
- Parks Admin Assistant attended webinar for NRPA Resilient Park Access Grant and Coaching Confirmation.
- Parks Director attended weekly meeting with the Deputy City Manager to discuss ongoing department items.
- Parks Director and Assistant Director attended presentation for indoor gym equipment with various vendors and the Project Management Team.
- Parks Director attended meeting at Doral Meadow Park to discuss Soccer Training with Parks staff.
- Parks Director and Assistant Director met with Procurement to discuss issuing an LOI for Doral Central Park Café/Concessions.
- Parks Director met with PP4K Chair Susie Castillo.
- Special Needs specialist hosted Special Olympics Tennis practice at Doral Legacy Park.
- Special Needs specialist hosted Special Olympics Soccer practice at Doral Meadow Park.
- Events team hosted the Capture Doral Photography Exhibit Opening Night.
- Silver Club hosted virtual bingo with 15 participants in attendance.

## **Planning and Zoning**

### Occupational Licensing

- 38 Business Tax Receipt renewals for FY 2020-2021 have been processed this week.
- 16 Business Tax Receipts applications for new businesses have been received this week.
- 0 Temporary Outdoor Dining Permits (56 Temporary Outdoor Dining permits issued to date).

### Planning and Zoning

- Addresses issued: 11
- Building Permits reviewed: 70
- Zoning Inspections conducted: 26
- Site plans reviewed: 3
- Site plans approved: 0
- Planning and Zoning Department welcomed a new hire Guillermo De Nacimiento as City Planner.
- Planning and Zoning Department completed LPA/Zoning/Workshop Ad Deadline to City Clerk.
- Planning and Zoning and Public Works submitted items for the Council Zoning Meeting on March 24, 2021.

- Planning and Zoning Department attended EnerGov Trainings.
- Planning and Zoning Department attended a meeting with Information Technology (IT) and the Building Department to discuss EnerGov process.
- Planning and Zoning Director participated in Parks bond meeting.
- Planning and Zoning Director attended meeting to discuss Mansions at Doral design criteria.
- Planning and Zoning Director attended Landmark Traffic Calming Study Public Workshop.
- Planning and Zoning Director attended meeting to discuss allowable residential density for Doral Décor District.
- Planning and Zoning Director attended meeting to discuss signage and code requirements for Cultural Affairs and Manolo Valdez Project.
- Planning and Zoning Director participated in a meeting to discuss current PUD moratorium and forthcoming development standards.
- Planning and Zoning Director participated in meeting with Las Vistas at Doral Homeowners Association to discuss access control for the community.
- Planning and Zoning Director attended meeting to discuss the use of funeral home/crematorium at 2070 NW 79 Avenue.
- Planning and Zoning director attended meeting to discuss the redevelopment from commercial to multifamily for the property located at 8347 NW 36 Street.
- Planning and Zoning director met with interested stakeholders to discuss the development of multifamily housing at the Miami International Mall.
- Planning and Zoning Director attended meeting with Doral Isles Homeowners Association to discuss fence setbacks requirements and permits.
- Planning and Zoning Director and Tindale Oliver and Associates, Inc. conducted a field review for the Doral Décor District Action Plan and Code Revisions.
- Planning and Zoning Director attended a pre-application meeting to discuss the tentative plat application for the property located at 6371 NW 102 Avenue.

### **Economic Development**

- Filmed video for PBS' 'Viewpoint with Dennis Quaid' and related promotional content re: Doral-based nanotech company Noxtak and Doral's Sister Cities and Smart City programs.
- Met with Goldman Sachs 10,000 Small Businesses re: participating as Interview Panelist in next cohort on April 9th.
- Attended Beacon Council Aviation Committee and Trade & Logistics Committee Joint Meeting.
- Visited site of upcoming Chili's at Beacon Lakes re: ribbon-cutting and support.
- Met with Beacon Council Innovation VP referral, Gregory Johnson of Data Gobs and Doral IT and Sustainability team re: IoT-based environmental and flooding sensors.
- Attended Beacon Council's Small Business Committee and Banking & Finance Committee Joint Meeting.
- Met with Swiss company Be One Solutions re: partnership via introductions and presentations to multinational companies in Europe, Asia and Africa looking to relocate, open new operations or expand in Doral.
- Worked with Licensing division to compile list of businesses with less than 30 employees for Mayor Bermudez.
- Met with Tachbrook and Paramount Development representatives and Planning & Zoning Director re: redevelopment opportunities in Doral.
- Coordinated 2021 CBO Grants applications.

### **Police Department**

#### Arrests

- Felonies: 10
- Misdemeanors: 8

- Traffic: 3
- Warrants: 3
- DUI: 1

#### Traffic Citations

- Hazardous Moving Violations: 390
- Non-Hazardous Moving Violations: 266

#### Notable Arrests & Incidents

##### Battery on a Police Officer

##### Resisting Arrest with Violence

##### Disorderly Intoxication

Doral Police arrested a man and two women who physically assaulted and battered two officers who were working an off-duty detail at City Place located in the 3600 Block of NW 83 Avenue. The officers were summoned by a security guard who was assaulted by the two women. As the officers were dealing with the situation the women turned on the officers becoming violent and battering them. The male initially interfered with the officers as they were taking the women into custody. He assaulted the officers as well and was also arrested. The subjects were transported to TGK.

#### Burglary

##### Possession of Burglary Tools

##### Criminal Mischief

Doral Police were dispatched to burglary-in-progress at a gas station located in the 9200 Block of NW 25 Street. As the officers were in route the manager of the business was on the phone with police advising of the subject's actions. As the officers were arriving, they saw the subject walking away from the business. When he saw the officers approaching him, he dropped a knife and hammer he was carrying. The subject was taken into custody without incident. After waiving his Miranda Rights, he advised the officers that he was an employee of the gas station and was trying to recoup money he felt he was owed. The manager of the gas station advised he police he did not recognize the subject and he was not an employee of the business. The subject was charged accordingly and transported to TGK.

#### Leaving the Scene of an Accident with Injuries

#### Leaving the Scene of an Accident with Property Damage

A Doral Police Officer was on routine patrol when he came upon a traffic crash at the intersection of NW 41 Street and 107 Avenue. The drivers of both vehicles advised that they were both struck by a vehicle that had left the scene. The officer alerted other officers in the fleeing vehicle's description. A few minutes later another officer located the vehicle in the 5200 Block of NW 102 Avenue. The driver advised that she fled because she panicked. She was taken into custody without incident. A search of the vehicle's interior revealed a small amount of cocaine. The driver was 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.

- The PIO is promoting the Florida Department of Transportation (FDOT) “Put it Down” campaign to increase awareness about the dangers of texting and talking on the phone while driving.
- As chairperson of the Awards Committee, the PIO reviews and maintains all commendations and nominations of departmental employees for future consideration.
- The PIO compiled the statistical data and arrest reports and prepared the Weekly Highlights Summary which is sent to the City Manager’s Office.
- The PIO handled other tasks assigned by the Chief’s Office.

#### Neighborhood Resource Unit

- 7950 NW 53rd St. Down Town Doral Upper School, School Check (contact made with staff).
- 10311 NW 58th St. Divine Savior Academy, School Check (contact made with security).
- 7550 NW 104th Ave #101 Publix Watch Order, Crime Deterrent Visibility.
- 7570 NW 104th Ave. Mc Donald, Crime Deterrent Visibility.
- 8360 NW 33 St. Renaissance Middle School, School Check (contact made with staff)
- 7550 NW 104th Ave. #101 Publix Watch Order, Crime Deterrent Visibility
- 6700 NW 104th Ave. Doral Int’l School of Math & Science.(contact made with staff)
- 10651 NW 19th St. Renaissance Elementary, D.A.R.E. taught by S.R.O. D. Guzman (10:45am-11:45am).
- 8390 NW 53rd St. Down Town Doral Elementary School, D.A.R.E. taught by S.R.O. E. Fernandez (9:00am-10:00am).
- 2254 NW 93rd Ave. Converlogic, Safe Cam and Trespass Presentation.
- 2450 NW 97th Ave. Doral Academy Elementary. School detail.
- 6700 NW 104th Ave. Doral Int’l School of Math and Science. School detail.
- 9831 NW 58th St #136 Green Apple Safe Cam follow up.
- 7950 NW 53rd St. Downtown Doral Upper School. School detail
- 10651 NW 19th St. Renaissance Elementary, D.A.R.E. taught by S.R.O. D. Guzman (10:45am-11:45am).
- 8390 NW 53rd St. Down Town Doral Elementary School, D.A.R.E. taught by S.R.O. E. Fernandez (9:00am-10:00am).
- 6700 NW 104th Ave. Doral Int’l Math and Science School, D.A.R.E taught by N.R.U. C. Dozier (8:30am-10:30am).
- Citywide Bike Detail (Crime Deterrent Visibility).
- 9851 NW 58th St. Follow up Safe Cam Program.
- 7761 NW 107th Ave. #201, Follow up Safe Cam Program.
- 7835 NW 107th Ave. Follow up Safe Cam Program.
- Area 1 Patrol, Crime Deterrent Visibility
- 7550 NW 104th Ave. #101 Publix Watch Order, Crime Deterrent Visibility
- The Courts 6650 NW 114th Ave. Crime Deterrent Visibility
- Menorca/ Madeira Community Crime Deterrent Visibility
- 7550 NW 104th Ave. #101 Publix Watch Order, Crime Deterrent Visibility
- Allegro 4720 NW 85th Ave, Crime Deterrent Visibility
- Down Town Doral, Crime Deterrent Visibility
- Doral Academy High School 11100 NW 27th St. School detail.
- 8390 NW 53rd St. Down Town Doral Elementary School, D.A.R.E. taught by S.R.O. E. Fernandez (9:00am-10:00am).
- 10651 NW 19th St. Renaissance Elementary, D.A.R.E. taught by S.R.O. D. Guzman (10:45am-

11:45am).

- Bike Detail (Crime Deterrent Visibility).
- 8455 NW 53rd St. Publix (Crime Deterrent Detail).
- 11100 NW 27th St. Doral Academy High school, School Check.
- 10651 NW 19th St. Renaissance Elementary, School Check.
- 10311 NW 58th St. Divine Savior Academy, School Check.
- 2450 NW 97th Ave Doral Academy Elementary, School Check.
- 8360 NW 33rd St. Renaissance Middle School, School Check.
- 7950 NW 53rd St. Downtown Doral Upper School, School Check.
- 8295 NW 56th St. A-I Veloz, Business follow up, Crime Deterrent.
- 9290 NW 25th St. Exxon, Business follow up, crime Deterrent.
- 6700 NW 104th Ave. Doral Int'l Math and Science School, School detail.
- 6700 NW 104th Ave. Doral Int'l Math and Science School, D.A.R.E taught by N.R.U. C. Dozier (8:30am-10:30am).
- 8390 NW 53rd St. Down Town Doral Elementary School, D.A.R.E. taught by S.R.O. E. Fernandez (9:00am-10:00am).
- 10651 NW 19th St. Renaissance Elementary, D.A.R.E. taught by S.R.O. D. Guzman (10:45am-11:45am).

#### Office of Emergency Management

- Continued coordination of IS-700 Introduction to NIMS training for Police Officers, and those missing IS-100.
- Assisted the Public Works Department in the development of a Trolley Security Program Plan (SPP).
- With input from County Office of Emergency Management (OEM) Municipal Branch Director, generated a report on COVID-19 Criteria for Vaccination Distribution in Federal/State run sites and County mobile units.
- Attended Miami-Dade County Evacuation Clearance Time Study – Countywide Flooding Scenario virtual meeting with other Divisional OEMs.
- Assisted with coordination of State COVID-19 vaccination efforts.
- Continued virtual FEMA training on National Mitigation Framework.
- Distributed information to Hands on Doral volunteers for new countywide Call-Down Task Force.
- Created daily reports on Doral COVID-19 cases number information with data provided by the Florida Department of Health, and shared COVID-19 and other information with Directors. Data includes daily number increase of positive cases in Doral.
- Continued providing daily Situational Awareness reports to City Directors.

#### **Public Affairs**

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 60,324. (37 additional followers)

- SOCIAL MEDIA HIGHLIGHT: Facebook Post Reach up 72% from last week; Facebook Post Engagement up 33% from last week
- \*TOP POST OF THE WEEK- EGGstravaganza Drive-thru on IG (7,457)
- Promoted multiple city events/initiatives including but not limited to: Manolo Valdes Art, Flood Awareness Week, Google Series, Ritmo, Adopt-a-Street Program
- Pitch and story coordination with Nuevo Herald – Public Works projects
- Design/Web Projects – Update of website for EnerGov Launch
- Event Coordination:
  - o Morgan Levy Groundbreaking Coordination March 17th
  - o Manolo Valdes 2nd kick-off event Coordination (Downtown Doral) March 20th
- Videos:
  - Published – Doral Shines – Manolo Valdes Event #2 Announcement
  - Published – Doral Shines – Safe & Responsible Driving
  - Published – EGGstravaganza Video
  - In production –Ritmo Doral Intro
  - In Production – Doral Shines (Spanish versions)

### **Public Works**

- Removed cubicles, repaired, and painted walls in preparation for the Simulation Room KI Wall installation
- 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. Final walkthrough was conducted on Wednesday, March 10th and the project was accepted. This project is complete. Original completion date: 04/03/2021
- NW 41 St. (87-79 Ave.) - Contractor is working on roadway reconstruction on last phase of project.
- Parking Garage Repairs - Contractor has prepared subsurface for laminate installation on 3rd floor and ramp to 2nd. Contractor installing leveling concrete course to address identified ponding on 3rd floor (COR#1). Concrete Structural Spaulding inspection is scheduled for this morning. Revised completion date 4/19/2021.
- PW Warehouse Retrofit (Waypoint) - Mechanical louvers have been installed, electrical scope is 30% completed, mechanical work is 80%completed.