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**To:** Honorable Mayor and City Council

**Date:** January 15, 2021

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

**Subject:** **Weekly Council Update/ January 10 - January 16, 2021**

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## **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) Council Meeting
- 4) Vaccine – Distribution
- 5) Holiday, Monday – 18th

- 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 along with Chief Hernan Organvidez held meeting with Legislative Analyst for Councilwoman Mariaca, Mr. Armando Arana regarding the Vaccine Distribution.
- City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez.
- City Manager and Deputy City Manager held Agenda Review individual meetings with City Councilmembers for the Council Meeting scheduled January 13, 2021.
- Deputy City Manager held weekly meeting with Acting Planning and Zoning Director, Mr. Javier Gonzalez.
- City Manager and Deputy City Manager attended City Managers (MDCCMA) Weekly Conference Call regarding COVID-19 Updates .
- City Manager and Deputy City Manager along with City Attorney Figueredo and City Clerk Diaz held Agenda Briefing with Department Directors for the Council Meeting on January 13, 2021.
- City Manager and Deputy City Manager attended Council Meeting held January 13, 2021.
- City Manager and Deputy City Manager along with Mayor Bermudez held meeting with Parks and Recreation Director, Ms. Erin Weislow and The Superlative Group to discuss Sponsorship Valuation/Naming Rights Meeting.

- City Manager and Deputy City Manager held meeting with City Attorney Figueredo, Acting Planning and Zoning Director, Mr. Javier Gonzalez, Mr. Michael Patrizio, Ms. Cassie Resnick and Ms. Christina Cuervo from Town Place Suites Doral.
- 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 held meeting with City Attorney Figueredo, Acting Planning and Zoning Director, Mr. Javier Gonzalez and Transportation Manager, Ms. Rita Carbonell regarding Downtown Doral Urban Regulations.
- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- Deputy City Manager held meeting with Acting Building Official/Director, Ms. Jane Decker, City Attorney Figueredo, Finance Director, Matilde Menendez, and Finance Assistant Director, Ms. Solangel Perez to discuss Building Fund.
- Deputy City Manager held meeting with Acting Building Official/Director, Ms. Jane Decker.
- Deputy City Manager along with Communications Director, Ms. Maggie Santos and Economic Developer, Mr. Manuel Pila held meeting with Ms. Kristi Kinard from Voice Media to discuss Business Development Programs.
- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- 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.
- Deputy City Manager held weekly meeting with Parks and Recreation Director, Ms. Erin Weislow.
- Deputy City Manager Attended Alma Mia Pop and Gelato ribbon-cutting event.
- 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 51 people who were observed in public without masks.

### **Capital Improvement Project Manager**

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

- Permitting process is on-going.
  - Drawings resubmitted to MDC Fire.
  - Fence approved by COD Building Department.
- Construction will start January 2021.
- Contractor is coordinating the utility locate.
- Construction of the fence to start January 15<sup>th</sup>.

**Morgan Levy Park:**

- General Construction is on-going.
  - o Cabinets delivered to site – installation is on-going.
  - o Sheet rock installation completed. Interior plastering on-going.
- On-going construction progress meetings.

**White Course Park:**

- Permitting process is on-going.
- GEC withdraw bid proposal on January 13<sup>th</sup>.
- Th City will proceed negotiations with the second highest rank Firm, Waypoint.
- Waypoint contract negotiation meeting scheduled for January 15<sup>th</sup>.

**Doral Meadow Park:**

- Enclosures for CCTV installation is on-going.
- Meeting with Duo-guard for pending items was held January 11<sup>th</sup>.

**Doral Central Park:**

- Permitting Process is on-going with COD Building Department and MDC.
- RFP for construction Material Testing is in progress.
- On-going Value Engineering meetings with A/E and CMR.
- On-going weekly OAC meetings.
- On-going weekly IT coordination.
- Amphitheater AV System meeting held on January 8<sup>th</sup>.
- IT Cabling Coordination meeting held on January 12<sup>th</sup>.
- PMT and Parks and Recreation met to discuss VE Items for phase II & III on January 14<sup>th</sup>.

**Doral Boulevard Pedestrian Bridge:**

- RFP issued.
- Pre-Bid Meeting ITB2020-36 was held on January 13<sup>th</sup>.

**Trail Network:**

- Project Design is on-going.
- Sharrows Interlocal agreement with MDC is on-going.
- Design Fee approved by City Council on January 13<sup>th</sup>.

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

- Permitting review is on-going.
- Consultant responses were sent back to Procurement on January 14<sup>th</sup>.
- Consultant coordination with FPL is on-going.
- Teams Presentation for alternatives to the Hapco Poles will be held on January 20<sup>th</sup>.

**Additional Items:**

- PMT weekly status of projects on-going every Tuesday and Thursday.
- PMT presented update of the Park Bond Projects to City Council on January 13<sup>th</sup>.

**Building Department**

- Permit Fee Utilization Report and Permit Fee Schedule update was approved on consent by Council on January 13, 2021. Building Fund discussions commenced with Finance/DCM.

- Staff attended and thank HR & CM Office for hosting the first Lunch n Learn of 2021.
- EnerGov team continues local unit testing and identifying issues with Production environment. Munis upgrade pushed due to Tyler configuration error. Weekly Status calls with PM continue. 2nd Conversion pass pending. Laserfiche project kickoff on Friday 1/15.
- Department hosted interviews for open Building Inspector positions. Successful candidate was forwarded to HR for review and CM approval. Three vacancies remain: PT Mechanical, Structural Plans Examiner, Director.
- Project meetings this week: 53rd Street Event Permit Extension, Tesla Superchargers for Wawa, Baptist ED (58th Street), Lennar Multifamily Project for Downtown Doral
- PHONES: Data available: 413 Inbound call count for week; 2:00m average time per call; 20hr+ total time for week
- INSPECTIONS: 99 Average Daily Inspections, 493 total Inspections Completed (week)
- PLANS REVIEWS: 307 Plan Reviews (Quantity), 4% Expedite, 12% Walk-Thru, 8% Rework, 76% Drop-off/Electronic
- Average plan review time per plan per trade = 44 mins
- LOBBY DATA (DORALQ): 78 Total Building Dept Customers; 16 Lobby Daily Average, 7.6 mins Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 9 mins
- VELARO CHAT: 3,074 Total Online Visitors; 3 Engagements at average 2:27min

### **Code Compliance**

- Department presented LRFI Miami Logistics LLC the Keep Doral Beautiful Business Award during the January 13 regular council meeting.
- Department presented the Fall 2020 Virtual Mayor's Citizen Government Academy recap during the January 13 regular council meeting.
- Department conducted late night detail where 13 establishments were inspected for COVID-19 violations, including social distancing, wearing of facial coverings, and curfew violations. A total of 7 businesses were found to be in violation. Follow-up inspections will be conducted soon to check for adherence to notices of violation.
- Department began planning of upcoming detail that will be focused on addressing the overnight parking of commercial vehicles that are stationed in commercial shopping centers.

### **Finance**

- Accounts Payable: Processed 228 invoices; 102 checks and 7 wire transfers were issued for a total of \$1,273,713.85.
- 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 1/13/2021
2. A total of 17 PO's were created for a total value of \$2,199,412.25.

## PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 1/13/2021

- Solicitation No. and Title: RFP No. 2020-26 – Investment Management Services  
Dept: Finance  
Broadcast Date: 09/08/2020  
Due Date/ Bid Opening Date: 10/29/2020  
Status: 4 Submittals received; bids are being reviewed.
- Solicitation No. and Title: RFP No. 2020-27 – Banking Services  
Dept: Finance  
Broadcast Date: 11/19/2020  
Due Date/ Bid Opening Date: 01/08/2021  
Status: 5 Firms attended the Pre-Bid Meeting.
- Solicitation No. and Title: RFP No. 2020-28 - Collision Repair and Body Work Services  
Dept: Police/ Public Works  
Broadcast Date: 08/28/2020  
Due Date/ Bid Opening Date: 09/29/2020  
Status: 2 Submittals received; bids are being reviewed.
- Solicitation No. and Title: RFP No. 2020-29 - Competitive and Travel Youth Baseball Program Management  
Dept: Parks and Recreation  
Broadcast Date: 10/14/2020  
Due Date/ Bid Opening Date: 11/13/2020  
Status: 3 Submittals received; bids are being reviewed.
- Solicitation No. and Title: RFP No. 2020-32 - Replacement of Playground Surfacing  
Dept: Parks and Recreation  
Broadcast Date: 11/25/2020  
Due Date/ Bid Opening Date: 01/15/2021  
Status: 8 Firms attended the Pre-Bid Meeting;
- Solicitation No. and Title: RFP No. 2020-33 - Officiating and Scorekeeping Services  
Dept: Parks and Recreation  
Broadcast Date: 12/02/2020  
Due Date / Bid Opening Date: 01/14/2021  
Status: 2 Firms attended the Pre-Bid Meeting;
- Solicitation No. and Title: RFP No. 2020-34 – Morgan Levy Park Painting  
Dept: Parks and Recreation  
Broadcast Date: 12/23/2020  
Due Date / Bid Opening Date: 01/20/2021  
Status: 19 Firms attended Pre- Bid Meeting;
- Solicitation No. and Title: RFP No. 2020-35 – Trails and Tails Park Lighting Improvements  
Dept: Public Works  
Broadcast Date: 12/23/2020  
Due Date / Bid Opening Date: 01/21/2021

Status: 15 Firms attended Pre – Bid Meeting;

- Solicitation No. and Title: RFP No. 2020-36 – Doral Pedestrian Bridge Design Build
- Dept: Public Works
- Broadcast Date: 12/18/2020
- Due Date / Bid Opening Date: 01/18/2021
- Status: Pre-Bid Meeting scheduled for 01/14/2021.

## **Human Resources**

### COVID-19 TESTING FOR DORAL RESIDENTS

- COVID-19 testing for City of Doral residents began on September 14, 2020, and is programmed to run through December 4, 2020, as a drive-thru service at the Police Training Center on 97th Avenue. Since September 14, 2020, more than 2,213 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 CITY HALL FOR CITY EMPLOYEES:

In an effort to sustain operational efficiencies and care for the welfare of our workforce, the Human Resources Department continues to work with the City Manager's Office to facilitate weekly onsite COVID-19 testing of essential personnel/first responders at City Hall. On Thursday, January 14, 2021, (52) essential personnel/first responders were tested at City Hall. To date, Human Resources has received and filed more than 1,666 COVID-19 PCR test results from employees. To date, 1,211 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:

- Auto Maintenance Technician, Public Works Department, Open Continuous
- Mechanical Inspector/Plans Examiner, Building Department, Open Continuous
- Planner, Planning & Zoning Department, Open Continuous
- Planning & Zoning Director, Planning & Zoning Department, closes on 01/17/2021
- Plans Reviewer (W), Public Works Department, Open Continuous
- Police Officer, Police Department, Open Continuous
- Structural Plans Examiner, Building Department, Open Continuous

### SPECIAL PROJECTS:

- HR kicked-off the 2021 8-week Wellness Challenge.
- HR coordinated a Financial Lunch and Learn Website – 35 employees attended
- HR coordinated with all department Directors to identify one employee from each department to assist the Police Department with logistics for COVID-19 vaccines for residents over 65 years old.

### POLICE SERGEANTS EXAM:

- HR certified the list for Sergeants Exam and provided the list to the Chief of Police for future promotions (3 candidates met eligibility criteria).

## NEW EMPLOYEES:

- Angel Ruiz, Finance Clerk, effective January 11, 2021

## Information Technology

- AV Team supported live Council Meeting
- AV Team worked with AVI (vendor) to troubleshoot/service EOC
- Maintenance on Council Chambers AV system
- AV Team provided AV support for Finance, PW, PD, PA, and HR Department
- AV Team Provided pre-bid/bidding recordings to Finance Department

- Security Manager

This week, over 55 emails were reported by City users and were analyzed for malicious intent. Met with a vendor to discuss proof of concept for a new security appliance. Assisted Sr. Systems Administrator and System Administrator resolve an issue with our time keeping system. Finally, completed the monthly security awareness campaign.

- Systems Administration. This Week:

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

Assisted the Police Helpdesk supervisor to give permissions to an user to EOC drive.

Fixed the problem with VxRail manager

Created CFG file to make Chrome open some applications with Flash

Created GPO to deploy the CFG file to all users in City Hall and Police Department

Synchronized the WSUS to download the January 2021 Server Windows Updates

Remove retired server from backup schedule

Started the Windows update process with some pilot servers.

Meeting with vendor to close the AD migration project

Meeting with Cisco to check their email protection application.

Assisted Police Department support to deploy flash solution manually.

Fixed the NTFS permissions in the server now The Helpdesk Supervisor can grant permission to who needs.

- System Analyst - This week, Tyler Cashiering Printer Install IN PROGRESS
- Ready Forms EFT/COI/Construction Checks [Bank Modifications]
- Kronos WFC 8.1.8 Testing Meeting with UKG
- SFTP Cleanup Round 2
- Kronos InTouch Clock Configuration to New Server TEST PASSED
- Kronos WFC 8.1.8 User Testing IN PROGRESS
- AP Checks MICR Line Bank Confirmation (Finance) Bank Changes IN PROGRESS
- SFTP Integration User Created
- EnerGov SMTP Automation Configuration IN PROGRESS
- Working on various items with Energov; IO's and IAAs TESTING Revisions; EnerGov Email configuration, Intelligent Objects Configuration, EnerGov Charge Codes Issues
- Participated in external and internal meetings, such as IT weekly meetings, Doral Central Park-IT Coordination Meeting, and Doral ACOM-SCS meeting.
- Participated in a Cisco Demo for Prove of Value on new security technology.
- Designed and proposed the hardware required for setting up a temp location at Legacy Park. Configured the Network following network/security best practices which included: Creation of an Isolated Network Space with just Internet Access, creation of Routing Process, Defined Multiple Security Rules on the Access Layer, and Creating a DHCP instance. Configurations were with service verifications. Also enabled a dedicated (isolated) Wi-Fi to use as a backup connection.
- Conferenced with Internet Service Provider and followed up on an upcoming project for

services relocations.

- Troubleshoot Fiber connectivity at PD-RTOC and returned circuit connectivity to normal operations.
- Troubleshoot with the City AV vendor at PD-EOC for connecting new equipment on the network.
- Continued to work on the technologies for the Doral Network Core Renovation.
- Supported the AV Tech during the installation of a new lighting controller at CH Council Chambers. Network Configured.
- Provided an estimate of BTU consumptions for each IDF on the Doral Central Park Project.
- Troubleshoot of the Phone System due to an outage on the Service Provider Network. Checked the internal system functionality, enabled call forwarding to backup lines and verified operations after the service provider recovered.
- Public Safety Support - This week, the PD IT team fixed an issue that was preventing Kronos from being used. The RTIC now is displaying more information on the display board to assist the CAU Unit. In which, they have been added to a hunt group and can be reached by phone externally in case of emergencies. The IT team continues to replace older laptops with newer models. PD IT team assisted in adding the registration page to the Covid-19 vaccination set up at Legacy.
- Help Desk Support- This week:
  - Resolved 91% of support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events
  - Upgrade to Bluebeam 2020 for users with BlueBeam 2019
  - Participated in Help Desk Internship interviews
  - Configured laptops for the vaccination program
  - Stage Legacy Park and setup network for the vaccination program
  - Meeting with Microsoft to fix permissions issue on server chfs15
  - In addition, we continue to work on projects as FY1920 Replacement desktops at CH, and reconciliation of physical inventory of IT equipment
- Application Development- This week:
  - Fixed Tyler 311 API issue.
  - Updated Tyler311-Mobile 311 integration for better performance.
  - Set up Tyler 311 reports.
  - Trained users on Tyler 311 reports.
  - Set up test external share SharePoint site for City Clerk.
  - Assisted PW with Tyler 311 tasks.
  - Assisted to Energov meetings.
- Database Administrator:
  - Assisted the System Analyst with scrip to reset the Super User password for the Kronos database.
  - Working on the Data Conversion Energov Project on: Meeting with the SME's to resolve the issues for the first data conversion pass based on the Tyler Data Engineer comments.
  - Attended EnerGov Biweekly Conference Call.
- GIS Administration- This week:
  - Continue to conduct and to test EnerGov and communicate with EnerGov and IT team.
  - IT Staff meeting
  - As per planning/zoning dept's request, created and provided maps in PDF aerial school map. (ArcMap/ArcGIS Pro)
  - GIS meeting with planning and zoning department demo new project ideas.
  - As per planning/zoning dept's request, working on development projects and zoning on ArcMap,

ArcGIS online.

- As per public request record, provided GIS files: mixed use, non-residentials and residentials.
- EnerGov /GIS meeting test with planning staff.
- Weekly GIS maintenance

### **Parks and Recreation**

- Parks director & sponsorship coordinator met with the Mayor & city manager's office and the Superlative Group to discuss sponsorship valuation and naming rights.
- Events staff met with Public Affairs to discuss Manolo Valdes' sculptures event logistics.
- Parks staff continue to work with the Police Department and Baptist to plan the Covid-19 vaccine site at Doral Legacy Park.
- Athletics coordinator held draft for the youth flag football league.
- Parks staff held interviews for Assistant Community Center Manager & Assistant Park Manager (Maintenance).
- Parks director attended Nutcracker in the Park Event Debrief meeting with Codina and the Miami City Ballet.
- Bid Opening | RFP# 2020-33 "Officiating and Scorekeeping Services"
- Bid Opening | RFP # 2020-32 "Replacement of Playground Surfacing"
- Special Needs specialist hosted weekly virtual classes for Doral Sunbursts program.

### **Planning and Zoning**

- The Mayor and City Council passed the following Ordinances in response to the COVID-19 pandemic:
  - Ordinance 2020-25, Temporary Outdoor Restaurant Seating Permit with a sunset provision of December 31, 2021.
  - Ordinance 2020-26, Temporary Business Tax Receipts with a sunset provision of December 31, 2021.

Occupational Licensing Division

- 500 Business Tax Receipt renewals for FY 2020-2021 have been processed this week.
- 31 Business Tax Receipts applications for new businesses have been received this week.
- 0 new Temporary Outdoor Dining Permits (53 Temporary Outdoor Dining permits issued to date).

Planning and Zoning

- New addresses issued: 5
- Building Permits reviewed: 53
- Zoning Inspections conducted: 35
- Site Plans Reviewed: 2
- The Planning and Zoning Department submitted zoning agenda items to the City Clerk for the January 27, 2021 Council Zoning Meeting.
- Acting Planning and Zoning Director met with Avalon to discuss tree recommendations.
- Planning and Zoning Department attended a meeting with Information Technology (IT) to discuss Energov conversion plan progress.
- Acting Planning and Zoning Director attended a meeting with David Schamberger of Tyler Tech to discuss conversion, system testing and integration pieces.

- Acting Planning and Zoning Director attended a meeting to discuss the public easement that will be required for access off of NW 102 Avenue for the Campanarello property.
- Acting Planning and Zoning Director attended a meeting to discuss a Tesla Supercharger Stall option for the Wawa Station located on NW 87 Ave.
- Planning and Zoning Department participated in a meeting with Public Works in reference to a proposed school adjacent to the A & P Building.
- Acting Planning and Zoning Director attended weekly meeting with Deputy City Manager to discuss ongoing projects.
- Acting Planning and Zoning Director attended a site meeting with Cabrera Ramos Architects, Inc. to discuss site restrictions for perimeter fencing at the Holiday Inn Express located at 1691 NW 107th Avenue.
- Acting Planning and Zoning Director attended an Agenda Briefing.
- Acting Planning and Zoning Director attended a meeting for Town Place Suites Doral.
- Acting Planning and Zoning Director participated in a meeting with the City Attorney in reference to a proposed Chick-fil-A replacing the Applebee's at 9815 NW 41st St.
- Acting Planning and Zoning Director participated in a meeting with the City Manager, Deputy Manager and City Attorney to discuss Downtown Doral Urban Regulations.
- Acting Planning and Zoning Director attend a meeting with Miami Dade County RER to inform and discuss a new report available to municipalities regarding the County's Municipal Certificate of use Application.
- Acting Planning and Zoning Director participated in a follow up meeting with Tindale Oliver and Associates to discuss progress with the Décor District Master Plan update.
- Acting Planning and Zoning Director participated in a Park Bonds Project discussion for Planning and Zoning comments.
- Acting Planning and Zoning Director attended a After Action Meeting.

### **Economic Development Division**

- Distributed Doral CARES Grant payments and participated in Public Affairs video.
- Attended Alma Mia Pop and Gelato ribbon-cutting event.
- Met with Grow with Google coach re: new Grow with Google 2021 webinar series.
- Met with Prospera reference collaboration on March webinar.
- Administered PTSA Grant process and payments.
- Administered CBO Grant final reports and payments.
- Provided SBDC and SBA information to businesses.
- Met with consultants re: presentations to Council.
- Reviewed Doral Map revisions and processed Doral Map ad payment.
- Met with The Rhythm Foundation reference Ritmo Doral.
- Met with consultant re: Décor District branding.
- Met with Anna Winfrey re: NCF study.
- Provided business assist

### **Police Department**

#### Arrests

- Felonies: 8
- Misdemeanors: 7
- Traffic: 5
  
- Warrants: 2
- DUI: 2

## Traffic Citations

- Hazardous Moving Violations: 277
- Non-Hazardous Moving Violations: 226

## Notable Arrests & Incidents

### Burglary

Doral Patrol units arrested a man who was caught in the act as he burglarized a construction site located in the 7800 Block of NW 29 Street where the Jackson Health System hospital is being built. The security personnel on site observed as the subject loaded construction materials valued at over \$7,300 onto his vehicle. The security personnel confronted the subject as he was leaving the site and waited for police to arrive. The subject has worked for an electrical contractor at the site but was not scheduled to work on the day in question. Furthermore, he did not have authorization to remove any of the materials he loaded onto his truck. The subject was arrested and taken to TGK.

### Burglary

Doral Police detectives arrested a man for a burglary he committed almost two years ago. In May 2019, patrol units responded to a burglary which occurred in the 8000 Block of Lake Drive. Crime Scene Technicians recovered and processed a rubber glove that was left on the scene and submitted it for DNA processing. Doral Police was recently advised that the glove had DNA evidence that belonged to the subject. Further investigation revealed that the subject was on probation for another crime and had an appointment to meet with this Probation Officer a few days later. Detectives responded to the Probation Office in Northwest Miami and took the subject into custody. He refused to make any statements. He was charged accordingly and taken to TGK.

### Carrying a Concealed Firearm

#### Possession of Controlled Substances (Felony)

Patrol units were conducting a check of the parking lot of a hotel located in the 3500 Block of NW 79 Avenue when they noticed a vehicle backed into a parking space occupied by a man. As the officer approached the vehicle and asked the man for identification, he made a spontaneous statement that he had a firearm in the vehicle and that he did not have a CCF permit. The subject also advised that he had a large quantity of marijuana that was intended for his personal use. Police recovered a semi-automatic pistol and a large quantity of marijuana that had been repackaged into smaller plastic baggies commonly used in the street level sales of marijuana. The subject was taken into custody and transported to TGK.

## Public Information Office

- The PIO handled inquiries from the media on matters involving the Doral Police Department.
- The PIO issued a Media Advisory concerning an incident where a man tried to lure a child into a vehicle. This case received widespread coverage from the local media and was featured prominently on Channels 4, 6, 7, 10, 23, 51, The Miami Herald, and radio stations, 670 AM and 710 AM.
- 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.

#### Neighborhood Resource Unit

##### Thursday-7

- T311 logistics @ DPD and met w/620 call
- T311 logistics @ Publix
- Teams meeting with MDWD as per Captain with regards to 27 of cans
- Doral Sands T311 resident contact
- Doral Isles T311 resident contact
- Neovita-T311 resident contact
- Doral Landings West-resident contact T311
- Greens @ Doral-resident contact
- Doral Chase-resident contact
- Greens @ Doral-resident contact
- Camden-resident contact
- Polynesian-resident contact
- Allegro 55-resident contact

##### Friday-8

- Safecam information to Carlos IT
- Allegro 55-wrap up information
- DPCC-HOA schedule
- T311 Covid 19 Food Program-Stats
- T311 Covid 19 food program List
- Bicycle detail
- Downtown Publix met w/ GM JC update on previous homelessness concern.

##### Monday-11

- Contact Building Inspections to direct Karla Bakery with construction process. Coordinated a meeting with planning and zoning, Karla Bakery and planner.
- Contact Ariel with Karla Bakery on permitting process and Safecam when they open
- T311 Covid 19 Food program-status on new applicants
- Follow up with Summit on new contact for property manager
- Assist patrol with calls due to man-power.
- F/U with Mr. Bajoour in Valencia-Nora-traffic and food support
- Mirador T311 resident contact missing phone number PD 372
- Met with Sonesta Hotel old Candlewood. Same management
- International Mall –area check
- Met with Bill Seidels Group on opening of Mitsubishi

##### Tuesday-12

- T311 Covid 19 food support logistics @ DPD w/620 & 610
- T311-Publix logistics
- Doral Terrace-resident contact Covid 19 food support
- Valencia-Covid 19 food support
- Doral Greens-Covid 19 food support

- The Courts-Covid 19 food support
- Aloft & Element hotel contact in regards to intelligence on any possible demonstrations
- Quality Inn & Wingate hotel contact in regard to intelligence on any possible demonstrations
- Walmart check and correct shop with a cop gift cards
- Update T311 deliveries today because of rerouting a delivery

### Wednesday-13

- Sonesta-contact with GM Joyce in regards to intelligence on any possible demonstrators renting in the hotel.
- T311-close out delivery Jan 14 AM. Create list
- Meeting with HR Rita in regards to FMLA
- The Sanctuary @ 9400 NW 41 St deceptive parking charge complaint
- Follow up with Code Enforcement in regards to Sanctuary.
- Relief @ Renaissance Middle Charter School

### Training Section

- New Lieutenant's Orientation (training curriculum & riding assignment schedule for details). This is the last week.
- New Sergeant's orientation and riding assignment (will be assigned to an FTS) preparing it. Please ask the chief for when we can start it.
- Real-time Center Mandatory Training for accessing resources preparation (LPR, TLO, FACES, RMS, DAVID, NCIC/FCIC, Miami-Dade Locals, GENETEC) & Realistic Scenario. Training will be scheduled for January 26 & 27, 2021.
- Communication Training-coordinating with MDPD Communication Calls takers.
- Second Week of Orientation for PPO Jose Gaston (He was out with COVID).
- Park Ranger-completing the last week of Training (report Writing, Criminal Law, - In preparation for FTO as a PSA with our FTOs and then ride along with Miami Dade Parks for a few weeks. Begins PSA FTO this week.
- CSI Annual Training. Working on schedule for end of the month.
- Motors Training (January 25-February 5, 2021) Location: Magic City Casino Times:
- 0700-1600 by Motors Unit.
- Coordinating PT test for future police recruit candidates.
- Accreditation meeting: the accreditation team spearheaded by Lt. Gibson met with the Training Unit and together we conducted a review of our training files and we are up to date and ready to good for accreditation.
  - Police Academy Week 15: (DECEMBER 29, 2020 – DECEMBER 31, 2020). The recruit successfully passed the DUI and Traffic Stops exams.
- The recruit participated in calls for service classes and is currently studying for the upcoming calls for service exam.

## Office of Emergency Management

- Attended Divisional EOCs virtual meeting with County OEM and Florida Department of Health on vaccine distribution.
- Continued coordination with Baptist Hospital on setting pilot open pod vaccination program.
- Attended Baptist Hospital walk through with Covid-19 detachment.
- Coordinated Covid-19 vaccination project meetings with detachment and set up notification system.
- Continued reaching out to Silver Club members and friends to survey vaccination needs.
- 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 59,802.
- SOCIAL MEDIA HIGHLIGHT: 14,100 accounts reached on Instagram with 929 content interactions.
- Promoted multiple city events/initiatives including but not limited to: Manolo Valdes Art, Landscaping Green event, Traffic Study Workshop, Mayor's Essay Contest, advisory board vacancies.
- Design Projects: Doral Map Guide ad
- Events:
  - o Coordination began for Manolo Valdes 2nd kick-off event (Downtown Doral)
  - o Arbor Day School Visits
- Videos:
  - Published Keep Doral Beautiful Award video
  - Published Doral CARES testimonials video
  - Published Police Annual Recap Presentation video

## **Public Works**

- Completed retrofit of 2 offices at the Doral Police GIU Division. Patched, painted, remove and install new working stations.
- Set up COVID-19 Vaccine site at the Doral Legacy Park.

- On Saturday 1/16 Advance Fire will conduct the Annual Mandatory Fire Alarm test at the Government Center and the Police Department.
- Held the 2021 Arbor Day event at the schools and donated a tree to each school.

**Transportation:**

- ITB 2020-23 “Year 5A Phase II of the Canal Bank Stabilization Program”: Project began on Tuesday, October 13th. Awarded contractor, ENCO, LLC, has begun excavation and the installation of the geo cell web. Project is located along the Dressel’s Dairy Canal between NW 79th Avenue and the Palmetto Expressway. Contractor has completed the installation of the geo-web to the south bank. Contractor has completed construction along the north bank. The Contractor has begun cleaning up the job site and preparing for the January 22nd walkthrough with the City.
- ITB 2020-24 “Stormwater Improvement Sub Basin A-2”: Construction continues along NW 21st Street and NW 79th Avenue for the stormwater improvement project located at Sub Basin A-2. The Contractor is scheduled to complete the new installations along NW 21st Street this week and move operations along NW 79th Avenue between NW 21st Street and NW 14th Street.
- NW 41 St. (87-79 Ave.) - Contractor has completed all its sub-base and is currently working on lime rock base, compaction and densities for all of phase 1B (82nd avenue to 85th).