



Memorandum

To: Honorable Mayor and City Council

Date: July 17, 2020

From: Albert P. Childress, City Manager

Subject: **Weekly Council Update/July 12 - July 18, 2020**

City Manager's Office

• City Manager held weekly Directors Staff Meeting via Microsoft Teams along with Deputy City Manager Gallet, City Clerk Diaz and City Attorney Figueredo. The following items were discussed:

- 1) Recap of the weekend
- 2) City's Medical Advisor
- 3) Surge in COVID-19 Cases - supplies
- 4) Central Park Pool
- 5) Budget Reviews
- 6) City Council Meeting
- 7) Closure of Restaurants - Enforcement

• 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 City Attorney Figueredo held meeting with Finance Director, Ms. Matilde Menendez regarding investment committee.

• City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez and Assistant Information Technology Director, Mr. Carlos Olivares.

• City Manager and Deputy City Manager along City Attorney Figueredo held virtual meeting with Mayor Bermudez, Chief of Staff, Mr. Alfredo Ortega, City Clerk, Ms. Connie Diaz, Legal Office Manager, Ms. Yamileth Pereyra, Planning and Zoning Director, Mr. Alexander Adams to review the agenda for Council, Local Planning Agency and Zoning meetings on July 22, 2020.

• City Manager and Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Vice-Mayor Fraga, Legislative Analyst, Ms. Nicole Reinoso, Chief of Police, Mr. Hernan Organvidez, and Deputy Chief of Police, Mr. Raul Ubieta regarding Police Department Fiscal Year 20-21 Proposed Budget Review.

• City Manager and Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Vice-Mayor Fraga, Legislative Analyst, Ms. Nicole Reinoso, and Building Official/Director, Mr. Rene Velazco regarding Building Department Fiscal Year 20-21 Proposed Budget Review.

- City Manager and Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Vice-Mayor Fraga, Legislative Analyst, Ms. Nicole Reinoso, and Parks & Recreation Director, Ms. Erin Weislow regarding Parks & Recreation Department Fiscal Year 20-21 Proposed Budget Review.
- City Manager and Deputy City Manager attended City Managers (MDCCMA) Weekly Conference Call regarding COVID-19 Updates.
- Deputy City Manager held weekly meeting with Planning and Zoning Director, Mr. Alexander Adams.
- Deputy City Manager held meeting with Parks & Recreation Director, Ms. Erin Weislow, Assistant Parks & Recreation Director Lazaro Quintero, and Florida Department of Environmental Protection, Mr. Brad Richardson regarding Doral Central Park Lease No. 4617.
- City Manager and Deputy City Manager held virtual meeting with Public Works Director, Mr. Carlos Arroyo, Building Official/Director, Mr. Rene Velazco, Code Compliance Director, Mr. Edgard K. Estrada, Chief of Construction, Mr. Julio Amoedo, Miami-Dade County Water & Sewer Department, Chief, Mr. Oscar Vazquez, P.E., LEED Green Associate, Mr. Jose Cueto, Chief, Mr. Carlos Castro, Doral Greens Community Association Representative, Ms. Dai Vazquez, and Resident from Doral Greens Community, Mr. Juan Andres Rodriguez regarding Backflow at The Greens at Doral.
- City Manager and Deputy City manager held virtual meeting with Parks & Recreation Director, Ms. Erin Weislow, Parks & Recreation Assistant Director, Mr. Lazaro Quintero, AECOM Staff Members, Assistant Public Works Director/Chief of Engineering, Mr. Eugene Collings-Bonfill, Storm-water, Manager, Ms. Stephanie Bortz, Glow Stones USA, Mr. Mike F regarding Glow Stones USA product presentation.
- Deputy City Manager held weekly meeting with Parks & Recreation Director, Ms. Erin Weislow.
- City Manager and Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Councilwoman Mariaca, Legislative Analyst, Mr. Armando Arana, Chief of Police, Mr. Hernan Organvidez, and Deputy Chief of Police, Mr. Raul Ubieta regarding Police Department Fiscal Year 20-21 Proposed Budget Review.
- City Manager and Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Councilwoman Mariaca, Legislative Analyst, Mr. Armando Arana and Building Official/Director, Mr. Rene Velazco regarding Building Department Fiscal Year 20-21 Proposed Budget Review.
- City Manager and Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Councilwoman Mariaca, Legislative Analyst, Mr. Armando Arana, and Parks & Recreation Director, Ms. Erin Weislow regarding Parks & Recreation Department Fiscal Year 20-21 Proposed Budget Review.
- City Manager and Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Councilwoman Mariaca, Legislative Analyst, Mr. Armando Arana, and Public Works Director, Mr. Carlos Arroyo regarding Public Works Department Fiscal Year 20-21 Proposed Budget Review.

- City Manager and Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Councilwoman Mariaca, Legislative Analyst, Mr. Armando Arana, and Code Compliance Director, Mr. Edgard K. Estrada regarding Code Compliance Department Fiscal Year 20-21 Proposed Budget Review.
- City Manager and Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Councilwoman Mariaca, Legislative Analyst, Mr. Armando Arana, and Economic Developer, Mr. Manuel Pila regarding Economic Development Fiscal Year 20-21 Proposed Budget Review.
- City Manager and Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Councilwoman Mariaca, Legislative Analyst, Mr. Armando Arana, and Planning and Zoning Director, Mr. Alexander Adams regarding Planning & Zoning Department Fiscal Year 20-21 Proposed Budget Review.
- City Manager and Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Councilwoman Mariaca, Legislative Analyst, Mr. Armando Arana, and Assistant Information Technology Director, Mr. Carlos Olivares regarding Information Technology Department Fiscal Year 20-21 Proposed Budget Review.
- City Manager held weekly meeting with Chief of Police Hernan Organvidez.
- City Manager held weekly meeting with Assistant Human Resources Director, Ms. Rita Garcia.
- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- City Manager and Deputy City Manager held Quarterly Flood virtual meeting with Building Official/Director, Mr. Rene Velazco, Assistant Building Department Director, Ms. Jane Decker, Building Development Services Coordinator, Mr. Carlos Diaz, Floodplain Manager, Mr. Mark Hagerty, Floodplain Assistant, Ms. Ingrys Farias, Chief Electrical Inspector, Mr. Paul Madsen, Chief of Building Inspector, Mr. Sebastian Eilert, Public Works Director, Mr. Carlos Arroyo, Facility Manager, Mr. Luis Sanchez, Storm-Water Manager, Ms. Stephanie Bortz, Code Compliance Director, Mr. Edgard K. Estrada, Economic Developer, Mr. Manuel Pila, Planner, Mr. Michael Ferrera, Media & Emergency Manager Specialist, Ms. Natalie French, Information Technology Director, Ms. Gladys Gonzalez, and Communications & Protocol Manager, Ms. Maggie Santos.
- City Manager and Deputy City Manager held meeting with Councilwoman Mariaca, Legislative Analyst and Planning and Zoning Director, Mr. Alexander Adams regarding agenda review.
- City Manager and Deputy City Manager held meeting with Public Works Assistant Director/Chief of Engineering, Mr. Eugene Collings-Bonfill, AECOM staff, CIP Administrative Coordinator, Ms. Carmen Diaz, Parks & Recreation Director, Ms. Erin Weislow, Parks & Recreation, Assistant Director, Mr. Lazaro Quintero, Building Official/Director, Mr. Rene Velazco, Assistant Building Department Director, Ms. Jane Decker, Chief of Building Inspector, Mr. Sebastian Eilert, Administrative Coordinator & Capital Improvement Liaison, Ms. Claudia Herrera, Planning and Zoning Director, Mr. Alexander Adams, Assistant Director Planning and Zoning, Mr. Javier Gonzalez, Information Technology Director, Ms. Gladys Gonzalez and Assistant Information Technology Director, Mr. Carlos Olivares, Representatives from BCC Engineering, Hastings + Chivetta, Kaufman Lynn Construction, and Bermello Ajamil & Partners regarding Doral Central Park Recreation Center Progress.

- Deputy City Manager held meeting AECOM staff, Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Procurement Manager, Ms. Tanya Donigan, Public Works Assistant Director/Chief of Engineering, Mr. Eugene Collings-Bonfill to review June Budget Cost Report.
- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- City Manager held weekly meeting with Mayor Bermudez.
- City Manager held weekly meeting with Communications & Protocol Manager, Ms. Maggie Santos.
- Deputy City Manager held weekly meeting with Building Official/Director, Mr. Rene Velazco.
- City Manager and Deputy City Manager held Bond Meeting Process regarding Construction Management with City and AECOM staff members.
- City Manager and Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Councilwoman Cabral, Chief of Police, Mr. Hernan Organvidez and Deputy Chief of Police, Mr. Raul Ubieta regarding Police Department Fiscal Year 20-21 Proposed Budget Review.
- City Manager and Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Councilwoman Cabral and Building Official/Director, Mr. Rene Velazco regarding Building Department Fiscal Year 20-21 Proposed Budget Review.
- City Manager and Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Councilwoman Cabral and Parks & Recreation Director, Ms. Erin Weislow regarding Parks & Recreation Department Fiscal Year 20-21 Proposed Budget Review.
- City Manager and Deputy City Manager held virtual meeting with Finance Director, Ms. Matilde Menendez, and Assistant Finance Director, Ms. Solangel Perez, Councilwoman Cabral and Public Works Director, Mr. Carlos Arroyo regarding Public Works Department Fiscal Year 20-21 Proposed Budget Review.
- City Manager and Deputy City Manager held meeting with Mr. Garret Southern from Kaufman Lynn to welcome him as the Construction Manager at risk for the Doral Central Park project.

Capital Improvement Project Manager

Doral Cultural Arts Center:

- Package to the three (3) pre-selected contractors due July 10th.
- Documents sent to the Procurement Office– ITB package published July 10th.
- B&A is issuing corrections on telecom sheets (notes to instruct contractors not to bid on IT equipment).
- Pre-Bid Meeting ITB 2020-21 Doral Cultural Arts Center Construction is scheduled on July 24th.

Morgan Levy:

- Permit Application submitted as Dry Run on May 27th - ongoing.
- Additional Building comments were received and WGI is addressing them.
- Coordination between Miami Dade County and the permit expeditor - ongoing.

White Course:

- Construction Documents are due on July 30th.
- The project will be advertised as an RFP.
- Playground equipment/design submitted to Parks and Recreation for approval on July 13th.

Doral Meadow:

- Shop Drawings were submitted and are pending permit approval.
- Duo- Guard is revising the installation estimate – due by June 19th.
- Karmil will start contract with Duo-Guard for the design & installation of the pergola.
- Miami Dade County Building permit is approved.
- City of Doral Building permit is approved.
- City of Doral Temporary trailer permit is approved.

Doral Boulevard Pedestrian Bridge:

- 100% Construction Documents submittal package due July 16th.
- PMT needs confirmation from PHD that all FDOT environmental comments have been addressed.

Trail Network:

- Potential new shared path - 58th Street segment (NW 109th to NW 114th) along canal north embankment.
- A representative from Glow-Stones provided a Glow in the Dark Presentation on July 15th.

Doral Central Park:

- REC Center design presentation on July 16th.
- Aquatics Center design presentation tentatively for July 23rd.

Lighting of Trails:

- NTP with the park lighting design by H. W. Lochner on July 20th.

Trails and Tails Park:

- The Parks and Recreation Department accepted recommendations - PMT will issue NTP for July 20th.

Building Department

- Tyler Cashiering. Team participated in meeting to discuss issues regarding cashiering procedures for the EnerGov implementation.
- EnerGov. Continue to meet and attend webinars to cover material for EnerGov implementation and training.
- Director attended Budget review meeting with Vice-Mayor Fraga, Councilwoman Mariaca, and the Mayor, Deputy City Manager Gallet, Finance Director Matilde Menendez and City Manager, Albert Childress.

- Director attended weekly Park Bond meeting.
- Bluebeam training process review. Commence trial period for the use of Bluebeam plan and review process.
- Pre discussion electronic process chiefs, clerks. Administrative and technical teams met to discuss ways to streamline and improve electronic processing of permit applications.
- Quarterly Flood Team Meeting. Flood committee met to address flood issues from last rain event on May 26th.
- COVID 19: Continue to practice safety measures and continue monitor activities at constructions sites. Staff members continue getting tested.
- Doral Park recreation center weekly meeting. Building team members attended the Doral Central Park project progress meeting.
- Backflow at The Greens at Doral. Director attended pump station , Doral Green meeting with WASA, Code Enforcement, Public Works and the Manager's Office Team.
- CC Homes weekly meeting held.
- Floodproofing Design Prof. Floodplain Manager and Director met with client and Design Team to discuss alternate methods of flood mitigation for compliance.
- PHONES: Data available: 495 Inbound call count for week; 2:59m average time per call; 25hr+ total time for week.
- INSPECTIONS: 99 Average Daily Inspections, 497 total Inspections Completed (week).
- PLANS REVIEWS: 308 Plan Reviews (Quantity), 5% Expedite, 0% Walk-Thru, 31% Rework, 64% Drop-off.
- Average plan review time per plan per trade = 42 mins.
- LOBBY DATA (DORALQ): 130 Total Building Dept Customers; 26 Lobby Daily Average, 9.4 mins Lobby Wait Time (Weekly Average).
- Average Time Spent Per Customer = 15 mins.
- VELARO CHAT PORTAL: 3,295 total online visitors, 38 total engagements at 2:00m per call
Director participated in meeting with MDC public works department, City of Doral staff, residents and property manager of local community suffering with backflow issues during heavy rains.

Finance

- Accounts Payable: Processed 211 invoices. This week 43 checks were issued for a total of \$132,982.
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).

- Assisting the City Manager in the preparation of the Proposed Budget for FY 2021.

PROCUREMENT

- A total of 15 P.O.'s were created for a total value of \$90,413.

PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 07/16/2020

Bid # Broadcast Date Due Date Bid Name Dept
 ITB No. 2020-09 04/21/2020 06/03/2020 Street Sweeping Program PW
 Pre-bid meeting 05/07/20, 8 firms attended.
 5 Submittals, Award Recommendation made.

RFP No. 2020-10 04/20/20 05/29/2020 Sponsorship Asset Inventory, Valuation, Naming Rights PR
 Pre-bid meeting 04/30/20, 9 firms attended. & Sales
 3 Submittals, bids are being evaluated.

ITB No. 2020-14 04/13/2020 05/21/2020 Right-of-Way Maintenance Services PW
 Pre-bid meeting 4/24/2020, 10 firms attended.
 9 submittals received; Award Recommendation made.

RFP No. 2020-15 05/08/2020 06/05/2020 Financial Auditing Services FN
 Pre-bid meeting N/A
 7 Submittals, bids are being evaluated.

RFP No. 2020-16 06/05/2020 07/20/2020 Disaster Cost Recovery and Related Grant and
 Project FN
 Pre-Bid meeting 06/24/2020, 22 firms attended Management Services

ITB No. 2020-17 05/08/2020 06/16/2020 Morgan Levy Park Building Renovations PW
 Pre-Bid meeting 05/19/2020, 21 firms attended
 6 Submittals, Award Recommendation made.

RFP No. 2020-18 06/05/2020 07/17/2020 Insurance and Risk Management Services FN
 Pre-Bid Meeting 06/25/2020, 7 firms attended

RFP No. 2020-19 06/19/2020 07/21/2020 Deferred Compensation Plan FN
 Pre-Bid Meeting 06/30/2020, 11 firms attended

RFP No. 2020-20 07/09/2020 08/11/2020 Collision Repair and Body Work Services PD
 Pre-Bid Meeting 07/21/2020,

RFQ No. 2020-22 06/25/2020 08/07/2020 Professional General Engineering and Architectural
 PW
 Pre-Bid Meeting 07/09/20, 84 firms attended Services

ITB No. 2020-23 06/17/2020 07/23/2020 Canal Bank Stabilization Program: Year 5A Phase II
 PW
 Pre-Bid meeting 07/07/2020, 15 firms attended

ITB No. 2020-24 06/18/2020 07/24/2020 Stormwater Improvements: Sub Basin A-2 PW
 Pre-Bid meeting 07/08/2020, 14 firms attended

Human Resources

- Conducted two pre-employment meetings for Laborer I for Public Works and for the Intern (Volunteer) for Councilwoman Cabral's office. In addition, we continue to schedule the necessary testing for the Police Officer position sponsorship, in which the City will send two Police Service Aides to the City of Miami Police Academy to become Police Officers. Psychological examination was scheduled for both candidates and Physical Agility exam.
- Reviewed the interview Packet for the Police Crime Analyst Specialist to fill the vacancy that occurred on 7/9/20. Runner up candidate was selected and the Offer will be presented to the candidate.
- Received one interview packet for the position of Police Service Aide. The packet was submitted to Human Resources and City Manager for review and consideration.
- Participated in the interviews for the Planning & Zoning Department. Interviews were conducted for the positions of GIS Technician and Licensing clerk. In addition, interviews for the vacant Administrative Assistant for Planning & Zoning are scheduled for Tuesday (7/21/20)
- Continue to work with employees in regard to their Family Medical Leave cases in order to protect the employees during their applicable leaves. In addition, we have been working with the department directors to ensure safety and precautions are in place in each department.
- Processed the promotion for Police Sergeant. The candidate selected was the next applicant on the list for the Sergeant's exam scoring. The selected candidate oversees Platoon 3, Squad 3.
- The HR Generalists along with the Assistant HR Director worked on processing the annual leave payout forms for the upcoming payroll. The processing entailed confirmation accruals balances as per policy and conducting the applicable deduction from the accrual pool. In addition, all the hours were provided to the Finance team for processing.
- The Human Resources Department continues to answer questions and provide a message in regard to the City's actions on COVID-19.

Information Technology

- Systems Analyst
IT MUNIS Upgrade TEST Date SET COMPLETED
IT Access Control Migration Kick-off COMPLETED
IT MUNIS Upgrade TEST Pre-requisites IN PROGRESS
IT EnerGov Intelligent Objects Configuration IN PROGRESS
IT Tyler Forms Migration Kickoff Tentative Date IN PROGRESS
IT EnerGov Native Forms/Reports Inventory IN PROGRESS
IT EnerGov Native Stored Procedures IN PROGRESS
IT CD-PLUS User Account DB Cleanup IN PROGRESS
IT/PW Elevator and Access Control Integration Purchase Order (Vendor Onsite) IN PROGRESS
- Closed 91% of support tickets
- Deployment of FirstNet iPhones for City Hall users (in progress)
- Setup and deployment of FirstNet iPads (in progress)
- Loaner laptops issuance for telecommute work (in progress)
- Deployment of laptops for Energov project (in progress)
- Creation of accounts for new users (completed)
- Clean up bench area and relocate "In Stock" desktops (completed)
- Security Assessment Review (Teams meeting) (in progress)
- Installation and testing of Cansec iClass enroller (in progress)
- Network Administration
Monitored City's Network and performed actions based on incidents.
Participated in internal and external meetings.

Supported PD Techs and the City Hall Help Desk during network troubleshooting.
eFax system configured to begin the Migration of PD Users.
Physically installed and configured the network infrastructure for the Trailer at Meadows Park.
Supported the System Analyst during a troubleshoot with O365 services from PD.
Network provisioned for a new access control system.
Reviewed the Security Assessment for an upcoming project.

- Security Manager

Analyzed 30 emails reported by City users
Provided City Attorney's Office with requested email information
Assisted DBA with integrating anti-virus with the dashboard
Processed Public Records Request for the City Clerk's Office
Completed security awareness remedial training campaign

- Systems Administration.

Review and Keep the backups 100% operational.
Change control meeting
Meeting with Vigilant to test SMTP relay
Fix the ESRS in the CH VxRail
Import to Veritas PD emails from 06/11 to 06/23
Weekly IT Team meeting
Maintenance in the Storage at the NAP to recover free space.
Restart Veritas Server to release some resources.
Weekly PD Migration team meeting.
Meeting to run the health-check pre-upgrade in the Isilon.
Call with Microsoft to troubleshoot group policy error.
Upgrade Isilon software to 8.2.2.0
Meeting with Microsoft to test SMTP relay.
Meeting with the team to fill security form.
Synchronize WSUS to update the Windows Server with July patches.

- Assistant IT Director

Access control meeting
Tyler Discussion
Forrester intro meeting
O365 Status Meeting
Security Assessment Discussion
Security Assessment Review
Microsoft EA
Ricoh Lease
PCN meeting
Doral Meadow Park/Trailer coordination

- Database Administrator:

- Assist the Code Compliance Officer III to run a report for Inspections.
- Assist the Planning and Zoning Planner to run a report for Visits.
- Include a new Avg Detections By Day Metric on the LPR's Hourly Report Internal Dashboard.
- Working on the Data Conversion Energov Project on:
 - 1.- The Tyler Triggers with the Systems Analyst and the Sr. Software Developer.
 - 2.- A new Tyler database backup has been restored.

- Citywide Projects

2018-2019 BD - DEVELOPMENT SERVICES SOFTWARE

IT team continues developing all IAA and IO missing, they obtained assistance for stor-procedures and will meet with users to start testing with data. We also created 22 mock-ups of forms by department for Tyler to start generating forms. We will start comparing list of reports/letters from our inventory of all forms versus standard Energov forms to evaluate process and start in-house generating these when IAA are completed and verified with all departments.

Project overall is 31% completed

2019-2020 Tyler 311

We have presentation of MyCivic and we will compare versus TYler311 this week to decide which mobile app is better suited for the City. Tyler has informed solution for 311 to include fields in API will be provided in September. This would work both for Doral staff, the citizens, and key integration components with PW systems due to its API limitation. We had training for the IT team for the SRSS portal for reporting. .

Project overall is 39% completed

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

Continue this week to collect all documents and has created a workflow document which will be review by session for each team/Profile.

Project overall is 57% completed

2019-2020 Energov Integration to Laserfiche (Document Retention Software) Project We are waiting for next council meeting approval.

Project overall is 9%

- Application Development:

- Created and set up IT Site and libraries.

- Updated PZ outdoor permit application online form.

- Investigated payment issue.

- Started CC Lobbyist App.

- Assisted to Energov IAA configuration.

- Assisted PZ and BD with properties.

- Assisted to Energov meetings.

- GIS Administration:

- Conducted and tested EnerGov.

- Conducted and tested Tyler.

- Researched on myriad forms.

- Rebuilt geocoding.

- As per public works dept's request, troubleshoot and resolved ArcMap.

- Website Projects

- FPL 2 LPR Poles:

- Horsepower is updating MDC permits request with their engineer and will re-submit to MDC, now waiting for MDC to approve permits of site 26 and 30.

- Project is 37 % completed.

- WCCD 37122- New Smart City Certification Project

- WCCD lost reviser of workbook and will assign a new person to work with us this week.. Will submit to final auditor approval after revision with new reviser.

- Project is 94% completed

- Intersection LPR's & CCTV

- Maintenance and monitoring of License Plate Readers to include field repairs.

- Maintenance and monitoring of Traffic surveillance cameras to include field repairs.

- Continued working with Miami-Dade PW, City of Doral and HP Electrical engineer on the design/permit of Site I, Site 26 ,and Site 30 LPR camera installation.

- Assisted Sr. Network Admin. with the relocation of the all office equipment(IT) at Doral Meadow Park to the temporary office(construction trailer).
- Continued troubleshooting CCTV issues at Legacy Park, also replacing damaged cams with new Axis Q3708/180 degree view.

Parks and Recreation

- Held Core Admin Meeting
- Parks- FY 20-21 Proposed Budget Review with Vice Mayor Fraga
- Held meeting with the State to discuss Doral Central Park Lease
- Parks- FY 20-21 Proposed Budget Review with Councilwoman Mariaca
- Parks Staff attended Doral Central Park meeting to review and discuss Doral Central Park Recreation Center Design
- Worked with HR on developing Temporary COVID-19 Park Ambassador job description and process
- Director attended weekly meeting with Deputy City Manager
- Events Team put together “Parks Packs” to give out to the community
- Staff attended meeting with vendor for a Glow in the Dark Bike Path product
- Special Needs Specialist held weekly virtual classes for Doral Special Olympics Group
- Maintenance- Morgan Levy Park Hardware/ Software

Planning and Zoning

- PZ Director had agenda briefings for the July LPA and Zoning Council meeting with Mayor Bermudez and Councilwoman Mariaca.
- PZ Director participated in the budget update meeting with Councilwomen Mariaca.
- PZ Director, Asst Director and Economic Developer participated in EOC training.
- Finalized budget for 2021 and all text and tables for 2020 budget report

Occupational Licensing:

29 New BTR/CU for this week.

7 Temporary Outdoor Dining Application approved this week

- Licensing Clerk interviews held on Monday July 13, to fill vacant position.

- Licensing Chief is helping fill in for vacant Administrative Assistant/ Special Events Coordinator position.

41 Permits reviewed for this week.

27 Inspections performed this week.

0 Special Event Permit received this week.

3 Window Sign Permit Application received this week.

3 Zoning Verification Letters received this week.

0 Zoning Determination Letter received this week.

6 New Addresses created in CD-PLUS.

- GIS Technician interviews held on Wednesday July 15, to fill vacant position.

- The Department held a weekly staff meeting on Monday discussing all the new COVID 19 instructions, review the major projects and personnel coordination for the week

- PZ Director held a conference call to review the Kelly Tractor rezoning application and Shelton Academy site plan.

Economic Development:

- Completed survey phone calls to 330 indoor-dining eating establishments to provide businesses information about local emergency orders, temporary outdoor dining permits and coordinate Spend Local and Eat Local specials.
- Provided Doral SBA PPP Loan data to City Manager for distribution to Mayor and City Council.
- Met with Business Flare and Urban3 consultants progress updates re: data, programs and best practices.
- Economic Developer presented Economic Development update at Rotary Club of Doral meeting on July 14.
- Economic Developer presented webinar with Calderara Tyrell Law Firm on July 18.
- Meeting with Prospera re: business assistance programs and webinars for Doral firms.
- Meeting with Google Business Coach re: Grow With Google virtual webinar series in Spanish and multi-presenter Business Technology webinar in English.
- Provided demographic information to Downtown Doral marketing director.
- Coordinated with Public Affairs to meet with City Place marketing director.
- Met with Business View magazine re: special section on Doral.

Police Department

Arrests

- Felonies: 3
- Misdemeanors: 9
- Traffic: 1
- Warrants: 1
- DUI: 2

Traffic Citations

- Hazardous Moving Violations: 121
- Non-Hazardous Moving Violations: 177

Notable Arrests & Incidents

Occupied Armed Burglary of a Vehicle

Aggravated Assault

Discharging a Weapon in Public

Doral Police arrested a man who pointed a firearm at another man and then discharged the weapon striking one of the tires in the victim's vehicle. The subject, a 73-year old man had gathered with others on the sidewalk in the 2900 Block of NW 87 Avenue, in the projected route of the motorcade for President Trump during his visit to Doral on Friday, July 10. The victim was driving by when he stopped his car, lowered his window, and got into a heated exchange with the subject concerning their individual political views and opinions. The subject went to his car and armed himself with a semi-automatic pistol. He reached inside the victim's vehicle and threatened the victim. As the victim was driving away, he fired the weapon and struck one of the tires in the victim's vehicle. The subject was detained a short distance away and taken into custody without incident. He was transported to the Doral Police Station where after waiving his Miranda Rights he conceded that he had lost his temper. He was charged accordingly and taken to TGK.

Fugitive Warrant Arrest

Attempted Murder with a Firearm (2 Counts)

The Federal Bureau of Investigation (FBI) working in conjunction with the U.S. Embassy in Mexico City, and Mexican authorities were able to detain an individual who was wanted in the United States on a federal warrant for Unlawful Flight to Avoid Prosecution as a result of the attempted murder of two men in Doral. The incident in question occurred in April 2015 at a business located in the 5100 Block of NW 79 Avenue. The subject and the two victims were acquaintances in good terms when they got into an argument over jealousy involving one of the victims and the subject's girlfriend. The subject armed himself with a pistol and shot the two victims, seriously wounding them both. The subject fled the city and eventually the country. He was located residing in Mexico. On Friday, July 10, 2020, he arrived in Miami from that country where he was taken into custody by FBI agents. The subject was booked into TGK to face charges for the attempted murder.

Public Information Office

- The PIO handled inquiries from the media on matters involving the Doral Police Department.
- The PIO granted seven television interviews and two print media interviews concerning a case where a man threatened another man with a gun. The subject was one of many who had assembled in the motorcade route for President Trump's visit to Doral on Friday, July 10, 2020.
- The PIO coordinated a video shoot with a Doral Police Officer and the City's Office of Communication. The video is a short Public Service Announcement focusing on how the COVID-19 has changed the manner in which Doral Police officers do their jobs.
- 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-9

- International Mall-Covid 19 tent
- Doral Isles-traffic speeding on NW 114 Av
- Doral Park Country Club-opening process
- Palms of Doral-coordinate webinar/conference call to address calls in 0950 grid

Friday-10

- International Mall-COVID 19 Tent
- Presidential Visit detail to Doral

Monday-13

- International Mall Covid 19 Tent
- Las Brisas-meeting w/property manager and HOA president
- Palms of Doral Coordinate meeting for tomorrow
- All Import Tech-met w/business owner.
- International Mall-COVID 19 Test Tent

- Doral Place f/u w/Noel Ms. Quevedo social services case I 1734
- Kendall Hospital- f/u on temporary closure
- Palms of Doral f/u on 26V within the last 30 days
- Walmart-survey entrance-Covid 19 changes to pedestrian entrance/exit and flow met w/APM-kiosk
- Winn Dixie-check on kiosk
- Sedano's-check on Kiosk met w/GM
- Marathon-Covid 19 changes met w/Danny GM
- Sergio's-Covid 19 changes
- Lopefra and SFC-met w/owners

Tuesday-14

- Doral Commons-plaza check, open business
- International Mall-COVID 19 test tent
- Las Brisas-HOA meeting follow up w/Ms. Leticia Chirino
- Palms Of Doral – 26v's x2 and 22 in last 3 months. Webcam meeting coordinated.

Wednesday-15

- Station COVID-19 Temperature measurement
- Allegro 55- Follow-up crime prevention Webinar
- International Mall -COVID 19 testing tent
- Follow-up with 17 report Doral Terrace case 10920
- Madeira 2 follow-up with Acevedo family-in regards to email received on CIT calls involving his son

Training Section

- Reminder-T-7 Taser training will take place on July 13 (midnight Shift), July 15 (Afternoon Shift), and July 17, 2020 (Afternoon Shift).
- Respirator Masks-will be issued during the T-7 Taser Training.
- Use of Force (less than lethal & deadly force) Training-will be conducted through realistic scenarios.
- Annual Training-Firearms Qualification. Officers pending Ofc. Julio Roman, Lt. Sidki.
- CPR Training-Still missing Julio Roman, Lt. Sidki, and Edward Mederos.
- Use of Force & DT Training- Completed with the exception of Julio Roman, Lt. Sidki.
- PSAs going to the City of Miami Police Academy-are scheduled to take the Physical Agility Assessment test with the City of Miami on July 16, 2020. Prior to the test, they need to show proficiency by passing the test this morning, July 13, 2020 Curtis Park.
- Field Force Committee meeting-will be schedule for this week. There is a lot of progress that was made during the last meeting.
- Review all Use of Force Reports, Vehicle Pursuit Critique, and Exposure Reports.
- Miami-Dade County CAD Training-Roll Call training postponed due to COVID-19 testing.

I. Documents pending:

- Emergency Management Mobilization SOP (Civil unrest, Critical Incidents, Hurricanes, etc.)- pending.
- T-7 Taser Lesson Plan-Reviewed and Approved.
- Rifle Lesson Plan for upcoming Rifle Range NRO/SRO beginning in August- Reviewed and Approved.
- Reviewing Policy 4.1 & 4.2.-Pending.
- Field Force Training & Use of Force Training Lesson Plan & Curriculum Projected for July 2020.

2. Police Academy:

- August 2020/ 3 -PSA's Physical agility test July 16 and 23.

3. Pending Project:

- Simulator Room & Fence

4. Equipment:

- Ballistic Shields- Pending delivery
- Less-Than Lethal – Pending memo
- Ammo- Pending delivery
- Hobble Restraints-pending memo

5. Park Ranger:

Officer Aponte Spoke to Acting Chief Lula from the Miami-Dade County Park Rangers regarding their training procedures and requirements for park rangers.
Office of Emergency Management

- Attended Virtual EOC and Operations Briefing at Miami-Dade County EOC with other Divisional EOCs. The ongoing COVID-19 Pandemic has required all municipalities and the County to consider alternative ways to conduct EOC operations while adhering to social distancing protocols.

Public Works

- Updated the inventory of City light pole banners and extended display until November 15th, 2020 for Veteran's Day.
- Held a meeting with Code Compliance, Planning & Zoning, and Public Works, reviewed the urban forestry ordinance draft and provided comments. Another meeting has been scheduled for next Tuesday to follow up on the new draft.
- Coordinated with City consultant the installation of air monitors and weather stations at five location to monitor for a month as part of the study to identify the composition of bad odors.
- ITB 2019-36 "Year 7 of the Canal Bank Stabilization Program": The construction is ongoing. The segment along NW 25th Street is 100% complete. The contractor has completed the geo-cell

web installation at the second portion along the residential area of the Dressel's Dairy Canal located along NW 54th Street between NW 102nd Avenue and NW 97th Avenue. Restoration phase continues and is scheduled to be completed by next week. Pending fabrication of FAA driveway gate and fencing.

- ITB 2019-30 "Sub Basin A-4 Stormwater Improvements": All stormwater drainage has been installed and all phases have been restored to final restoration. Two final items in the punch list to address in order to close out the project. Original completion date per contract was October 16, 2020.
- ITB 2020-08 "Stormwater Improvement at NW 114 Ave & NW 50 Street": Awarded contractor, Bacallao Construction & Engineering (BC&E), began on June 8th with construction of stormwater improvements along. Construction of the main line along the southbound lanes is 100% complete. Crossing from the main line to existing structures to the northbound lanes is ongoing and is scheduled to be completed this week. Final restoration is the next phase.
- Stormwater Division attended the Florida Stormwater Association Virtual Conference that took place on Thursday, July 16th and Friday, July 17th.

Transportation:

- Met with Gran Vista / Doral Gardens at their community club house to discuss their request to install barrier gates at the unmanned gated driveways.
- Submitted reimbursement request to Florida Department of Transportation (FDOT) for the FIU Trolley Route for period of October 1, 2019 – December 31, 2019.
- Held a conference call with the Miami-Dade Department of Transportation and Public Works (DTPW) for the East-West Corridor Project's request for a letter of support from the City.
- Participated in the interview panel for GIS Technician for the Planning & Zoning Department.
- NW 82 Ave. Roadway Construction between NW 27 St. and NW 33 St.: (7/16) Closeout meeting was held on Friday and all parties were distributed a list of items to procure.
- NW 74 St. Traffic Signals at NW 97 Ave. and at NW 102 Ave.: (7/16) Contractor has completed all milling, resurfacing and temporary striping at both intersections. Mast Arm shipment date has been delayed yet again until 7/31.
- NW 41 St. Roadway Construction between NW 87 Ave. and NW 79 Ave.: (7/16) FPL sub-contractor arrived on site on 7/16 to begin repairs on damaged handhold and power lines.