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**To:** Honorable Mayor and City Council

**Date:** April 19, 2021

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

**Subject:** **Weekly Council Update/ April 11 - April 17, 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) EnerGov System - Public Records
  - 3) Vaccines
  - 4) Testing - COVID
  - 5) City Council Meeting on April 14th
  - 6) July 4th update
  - 7) Hurricane Debris Staging Area
  - 8) Bids - "Piggy Backing"
  - 9) Budget - June meetings with City Council
  - 10) Bloomberg Asphalt Art Grant
  - 11) Evergreen Study
  - 12) COVID Guidelines - Miami Dade County
  
- City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez.
  
- Deputy City Manager and Planning and Zoning Director, Mr. Javier Gonzalez attended USAG-Southcom Housing Site Visit and attended meeting.
  
- City Manager and Deputy City Manager along Finance Director, Ms. Matilde Menendez held individual meetings with Council Members regarding Comprehensive Annual Financial Report.
  
- City Manager and Deputy City Manager held individual meetings with Council Members to review April 14th, 2021 Council Meeting Agenda.
  
- City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez and Information Technology Assistant Director, Mr. Carlos Olivares.
  
- Deputy City Manager held weekly meeting with Planning and Zoning Director, Mr. Javier Gonzalez.
  
- City Manager and Deputy City Manager attended MDCCMA discussion regarding the American Rescue Plan Act (ARPA).

- City Manager and Deputy City Manager along City Directors attended Agenda Briefing for April 14th, 2021 Council Meeting.
- City Manager and Deputy City Manager attended April 14th, 2021 Council Meeting.
- Deputy City Manager held weekly meeting with Economic Developer, Mr. Manuel Pila.
- Deputy City Manager held weekly meeting with Parks and Recreation Director, Ms. Erin Weislow.
- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- City Manager held weekly meeting with Chief of Police, Mr. Hernan Organvidez.
- City Manager held weekly meeting with Human Resources Director, Mr. John Prats.
- Deputy City Manager held weekly meeting with Acting Building Official/Director, Ms. Jane Decker.
- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- City Manager and Deputy City Manager along with City Clerk Diaz and City Attorney Figueredo held After Action Meeting with Department Directors for the Council Meeting held on April 14th, 2021.
- City Manager held Bond Meeting Process regarding Construction Management with City and AECOM staff members.
- City Manager held weekly meeting with Communications Director, Ms. Maggie Santos.
- City Manager and Deputy City Manager attended meeting regarding RFP Aquatic Services with Parks and Recreation Director, Ms. Erin Weislow and Assistant Parks and Recreation Director, Mr. Lazaro Quintero.
- City Manager and Deputy City Manager attended Zoom Meeting with Miami Dade County Mayor Levine Cava and other leaders regarding Minnesota trial.
- 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 30 people who were observed in public without masks.

## **Capital Improvement Project Manager**

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

- Permitting process is on-going:
  - o Elevation Certificate for the Trailer submitted April 14<sup>th</sup>.
    - Electrical permit approved.

- General Activities:
  - o Grade beam and Column foundations excavations, reinforcement placement and Framework is on-going (50%).
    - First foundation inspection passed April 13<sup>th</sup>.
    - First concrete pour for building foundations started April 14<sup>th</sup>.
    - Contractor was advised not to schedule pour during school peak hours. Concrete trucks will be staged and queued inside the project site.
    - Second foundation inspection passed April 15<sup>th</sup>.
    - KVC scheduling concrete pour April 16<sup>th</sup>.
  - o Irrigation System repair completed and received confirmation from Parks and Recreation that the system is property working.
  - o AT&T pull box relocation on-going.
    - Payment required to start box relocation. Check Request submitted April 15<sup>th</sup>.
  - o On-going construction submittals/RFI's.
- Weekly OAC Meetings.

### **Morgan Levy Park:**

- Project Completed.

### **White Course Park:**

- Permitting process is on-going:
  - o COD Building Department in review.
    - Waiting reviews from Planning and Zoning, Plumbing and Mechanical.
  - o COD Building Temporary Fence and Parking permit is on-going
  - o COD Early Start permit approved April 15<sup>th</sup>.
- General Activities:
  - o Consultant coordinating final pole design in order to start Shop Drawing submittal.
  - o Banner design production is on-going.
  - o Groundbreaking Ceremony scheduled for May 4<sup>th</sup>.
    - Groundbreaking Ceremony coordination with Public Affairs is on-going.
    - On-site coordination with PMT, Public Affairs and Waypoint held April 16<sup>th</sup>.
  - o Coordination with IT Department for required elements is on-going.
    - Waiting on IT Department to provide approval for the Bracket mockup sent on April 8<sup>th</sup>.

### **Doral Meadow Park:**

- Owner Operation and Maintenance Manual provided to Parks and Recreation April 15<sup>th</sup>.
- Pergola lap joints warranty work scheduled for June.

### **Doral Central Park:**

- Permitting Process is on-going:
  - o Phase I Soil Improvements - Rework I on-going:
    - COD Building Department review is on-going.
      - Floodplain and Building comments received.
    - MDC DERM under review.
      - DERM Trees Removal permit fees paid.
      - Pending Tree Bond Permit.
    - MDC WASD Agreement approved.
  - o Phase IV Recreational Center/ Lake Wall Foundation – Rework I on-going.
    - COD Building Department review is on-going.
      - Waiting Floodplain review.

- MDC DERM under review.
  - MDC Fire under review.
- MDC Class II and Class IV permits paid.
- Planning and Zoning Site Plan Review Phase II & III:
  - MDC Fire approved.
  - MDC DERM under review.
- Planning and Zoning 1<sup>st</sup> Site Plan Review for Phase IV is on-going.
  - Site Plan MDC Fire approved.
  - Site Plan MDC DERM under review.
- Art in Public Places approved to for Council Recommendation.
- Banner graphic screen installation is on-going.
- Weekly OAC meetings on-going.
- Kaufman Lynn's GMP I received April 7<sup>th</sup>.
  - GMP is under review.
- FF&E coordination is on-going.
  - Kickoff meeting with Designers, Parks and Recreations, PMT and JC White held on April 15<sup>th</sup>.
  - Interior Design Review meeting with Designers, Parks and Recreation and PMT scheduled for April 19<sup>th</sup>.

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

- RFP #2021-09 Mandatory Pre-Proposal held on April 15<sup>th</sup>.

#### **Trail Network:**

- Sharrows Interlocal Agreement submitted to MDC – on-going.
- Work Order in review by Consultant.

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

- Permitting Review completed.
  - Payment for Master permit approval on hold until contract is fully executed.
- AIA Contract sent to HoursePower Electric for signature.
- Consultant coordination with FPL is on-going.

#### **Additional Items:**

- PMT Weekly Status of Projects is on-going.
- March Monthly Report provided to City Manager Office on April 14<sup>th</sup>.
- March Budget Report meeting to be scheduled for the week of April 19<sup>th</sup>.

#### **Planning and Zoning**

##### Occupational Licensing

- 16 Business Tax Receipt renewal for FY 2020-2021 processed this week.
- 44 Business Tax Receipts applications for new businesses have been received this week.
- 1 Alcohol Packet signed
- No new Temporary Outdoor Dining Permits (56 Temporary Outdoor Dining permits issued to date).

##### Planning and Zoning

- Addresses issued: 6
- Building Permits reviewed: 34
- Zoning Inspections conducted: 21
- Site plans reviewed/approved: 2
- Planning and Zoning and Public Works submitted items for the Council Zoning Meeting on 1/28

- Planning and Zoning Director participated in the Park Bonds Project discussion.
- Planning and Zoning Director participated in a site visit at the US Southern Command located at 9301 NW 33rd Street.
- Planning and Zoning Director participated in a meeting to discuss Bloomberg Philanthropies Asphalt Art initiative for the City of Doral.
- Planning and Zoning Department participated in a meeting to discuss a Site Plan modification for Atrium Commercial located at 3900 NW 79th Avenue.
- Planning and Zoning Director participated in meeting to discuss a redevelopment project at 8050 & 8080 NW 36th Street.
- Planning and Zoning Director reviewed Assistant Director of P&Z candidates and conducted interviews as part of the interview panel on Friday, April 16.
- Planning and Zoning Director participated in the April 14th Council Meeting.
- Planning and Zoning Director participated in a webinar titled “Resilient Planning Integration and Legal Considerations Webinar”.
- Planning and Zoning Department participated in a meeting to discuss an Outdoor Seating inquiry at 7450 NW 104th Ave #C-104.
- Planning and Zoning Director participated in a webinar titled “Access Management: The Basics and More- Part 2 of 3”.
- Planning and Zoning Director participated in a meeting to discuss events with Kiwanis Club.
- Planning and Zoning Director participated in a pre-application follow up meeting with Monat located at 10000 NW 15th Terrace.
- Planning and Zoning Director participated in a Pre-Proposal Meeting- RFP #2021-09 Construction of Pedestrian Bridge.
- Planning and Zoning Director participated in a meeting to discuss a notice of violation and outdoor seating at Fontana Restaurant located at 10702 NW 74th Street.

### **Economic Development**

- Wrote S&P/Fitch Ratings economic outlook document for Finance department.
- Wrote content for Economic Development quarterly report.
- Met with Doral Yard representative Robyn Baltuch re: Salute to Red, White and Blue with Army Band on Memorial Day in Downtown Doral.
- Met with D&T Travel re: hospitality, retail and attraction referrals for Ecuadorian travel groups coming to Doral.
- Met with Josefina Giordano, Westend Shopping Center re: inspections, ribbon-cutting.
- Met with Steve Williams, SMPO Properties re: utilities contacts for property in Doral.
- Met with Greater Miami and the Beaches Hotel Association re: hotel job fair.
- Attended Monat pre-application follow-up meeting.
- Coordinated Farmasi site plan review meeting and ceremonial ground-breaking date.
- Coordinated CAMACOL Doral ‘Defense Production Act’ webinar logistics.
- Coordinated ribbon-cutting for Prison Pals Brewing.
- Attended ribbon-cutting ceremony at The Fatty Crab.
- Administered ongoing 2020 CBO Grants, Façade Grants, PTSA Grants, Doral CARES Grants follow-up with Miami Dade County consultant.

### **Building Department**

- EnerGov Go Live - Attending Support Transition Calls, Downtime recorded - approx. 5 hours
- EnerGov issues that REMAIN include manual transfer of project files for permits in review or recently issued, attaching appropriate contacts to permits once they have registered on CSS portal and stepping through workflows to get to actions available for customer. Operational issues are lack of staff to handle volume. Temp service providers also not equipped to provide

staff. FY22 HR Requests submitted.

- Interim Director attended Directors Call, Weekly meeting with DCM, Bond Meeting, Agenda Review, Council Meeting and After Action
- Plumbing plans examiner position posted
- PHONES: Data available: 990 Inbound call count for week; 3:00m ave time per call; 62hr+ total time for week
- APPLICATIONS: 201 Online Applications Received (all departments)
- PLANS REVIEWS: 327 Plan Reviews (all departments)
- PERMITS ISSUED: 65 Permits Issued (all departments) with a construction value of \$2.5 million
- INSPECTIONS: 528 total Inspections Completed (all departments)
- LOBBY DATA (DORALQ): 225 Total Building Dept Customers; 45 Lobby Daily Average, 24 mins Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 25 mins
- VELARO CHAT PORTAL: 4,806 Online Visitors; 0 engagements; Ave Handle Time: 00:00

### **Code Compliance**

- Department held phone interviews with 14 potential candidates to fill 2 vacant Code Compliance Officer positions.
- Director met with Planning & Zoning Director and consultant to discuss solution for violations at a local restaurant.
- Director participated in interviews for Assistant Planning Director and an IT position.
- Monthly Special Magistrate meeting for the month of April was held on April 15th where 10 cases were successfully presented.

### **Finance**

- Accounts Payable: Processed 250 invoices; 35 checks were issued for a total of \$581,934.
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Processed the City-wide payroll for the pay period ending April 11, 2021.
- Completed all intergovernmental submissions of the City's Comprehensive Annual Financial Report for the fiscal year ended September 30, 2020.
- Continued working with Bond Council and the City Attorney's office on the City's General Obligation Bonds, Series 2021 issuance.
- Completed questionnaires and participated in the ratings call with both Standard & Poor (S&P) and Fitch.

#### **PROCUREMENT**

A total of 19 PO's were created for a total value of \$543,141.

#### **PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 04/14/2021**

- Solicitation No. and Title: RFP No. 2021-06 – HRIS and Payroll Software  
Dept: Human Resource

Broadcast Date: 03/25/2021

Due Date / Bid Opening Date: 05/06/2021

Status: 10 Firms attended the Pre-Bid meeting.

- Solicitation No. and Title: RFQ No. 2021-07 – Towing of Unauthorized and Abandoned Vehicles

Dept: Police Department

Broadcast Date: 03/26/2021

Due Date / Bid Opening Date: 04/29/2021

Status: Pre-Bid Meeting scheduled for 04/15/2021.

- Solicitation No. and Title: RFP No. 2021-09 – Construction of Pedestrian Bridge - FDOT

Dept: Public Works

Broadcast Date: 04/01/2021

Due Date / Bid Opening Date: 04/27/2021

Status: Pre-Proposal Meeting scheduled on 04/15/2021.

## **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, more than 4,094 PCR tests have been administered to City of Doral residents; this includes 170 for the week ending 04/16/2021. The testing continues to be 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 following a confirmed positive screening, 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 179 PCR tests, which includes 7 tests for the week ending April 16, 2021.

### **COVID-19 TESTING AT CITY HALL FOR CITY EMPLOYEES:**

- 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, April 15, 2021, (22) essential personnel/first responders were tested at City Hall.
- To date, 1,722 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**

- Laborer I, Public Works Department, Open Continuous
- Mechanical Inspector/Plans Examiner, Building Department, Open Continuous
- Park Ambassadors (Temporary), Parks & Recreation Department, Open Continuous
- Permit Clerk, Building Department, Closes on 04/19/2021
- Plans Examiner (Plumbing), Building Department, Closes on 04/28/2021
- Police Officer, Police Department, Open Continuous
- Police Property & Evidence Supervisor, Police Department, Closes on 04/22/2021
- Police Service Aide, Police Department, Closes on 04/20/2021
- Structural Plans Examiner, Building Department, Open Continuous

## SPECIAL PROJECTS:

- The Human Resources Department is currently working on the annual Equal Employment Opportunity Plan (EEO) which must be submitted to the Department of Justice by all recipients of DOJ funding. The process involves a comprehensive comparison workforce utilization as compared to the employment data available through the census.
- HR conducted a Customer Service Training on April 13, 2021, 6 City employees were in attendance. The Customer Service Training is scheduled through July 2021 each Tuesday, alternating each week, from 9 -12 p.m. and 1 – 4 p.m. The training is called One Body – One Mind, and the goal is to ensure that all employees develop a customer focused mindset that is aligned with the City's strategic objectives and value system. The next training is scheduled for April 20, 2021, from 1-4 p.m.
- The Human Resources Department has developed a new Performance Evaluation Training and Employee Evaluation Form. The new format is aimed at capturing key performance indicators that are strategically aligned with the City's mission, vision, and strategic priorities. The training is currently under review by the City Manager's Office and is tentatively scheduled to be rolled out to all supervisors in May 2021.
- The Human Resources Department participated with the Public Works Department to conduct interviews to fill a vacancy for Transit Road Supervisor 04/13/21.
- The Human Resources Department participated with the Planning & Zoning Department to conduct interviews to fill a vacancy for Assistant Director, Planning & Zoning.

## Information Technology

- Public Safety Support - This week, the PD IT team began the phase two of the new MCT upgrade. The PD IT Supervisor attended a virtual conference, hosted by our CAD vendor. Users who have desktop and a laptop are now being switched over to work full time from their laptop, to be prepared for any circumstances to work remotely. the IT Team worked with the Alarms unit to fix a few issues with our false alarm program. The PD IT team has entered the budget for FY 21/22.
- AV Team setup/supported/broadcasted Council Meeting
- AV Team provided AV support for Finance, PW, PD, PA, and HR Department
- AV Team assisted Help Desk with user issues/tickets
- AV Team assisted installing multiple street monitoring cameras/LPR's
- AV Team Provided pre-bid/bidding recordings to Finance Department
- Security Manager  
This week, over 40 emails were reported by City users and were analyzed for malicious intent. Continued remediating multiple vulnerabilities, increasing the City's security posture. Assisted multiple users in completing their security awareness training. Finally, worked with Sr. Systems Analyst to successfully implement a City-wide email spam filter.
- Systems Administration. This Week:  
Review and Keep the backups if they are 100% operational.  
Upgraded 4 file system archiving servers to latest version to fix some index issues.  
Resumed the backup for the servers I upgraded.  
Virtual change control weekly meeting.  
Replaced disk in our backup device at the NAP.  
Enabled [External] tag in the emails.  
Deleted old snapshots from VMware.  
Review the archiving a week after the upgrade and it is working fine.  
Assisted the security manager to integrate exchange online to new email spam filter solution.  
Synchronized our WSUS with Microsoft to start the April's server windows update.

Increased disk space in the new database development server.

Created and applied GPO to fix SMB vulnerability in Doral and Doral PD

Meeting with vendor to talk about file system archiving reports

Meeting with vendor to analyze solution for public affairs video conversion and archiving.

• Network Administration - This week:

• Participated in external and internal meetings.

• Provisioned new desk phones for PD users.

• Continued to work on the Guest Wi-Fi Integration with a Network Access Controller. This week began working on the Internal WiFi integration.

• Modified Call Flow for Doral Morgan Levy Request as requested by the department head. This included the Creation of Inbound Rules, Ring Groups, and custom schedules.

• Modified Call Flow for the solution center as requested by the department head. This included the creation of a Ring Group and modifications to the Auto Attendant.

• Worked on the IT Network Budget Preparation for the FY 2021-2022. This includes research of new technologies and working with vendors for obtaining prices to address the city's necessities.

• Help Desk Support- This week:

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

• Verified computer setup for the vaccination program at Legacy Park

• Participated in EnerGov Transitional Service Call

• Troubleshooted credit card issues at Morgan Levy park

• Participated in IT Technician interview panel

• Working on reimage and change naming convention for loaner laptops

• Completed list of devices that need replacement for FY2122

• Worked with access control vendor to get a quote for access control needs at Cultural Arts Center

• 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

• Built and test with GIS web apps, scripts, SQL for system.

• As per code compliance dept's request, analyzed and provided an excel sheet of the communities in the "neighborhood map" separated by the "enforcement zone" map by color and officers in GIS software.

• Provided a reset password GIS account for planning/zoning staff.

• Researched GIS web apps and scripts.

• Installed patches on window server.

• Weekly GIS maintenance

Development Services Software (WeB – We Build Doral!)

We are resolving Post-Implementation issues with the support of the Tyler transition team.

We are waiting on new batch of forms and design of dashboards.

We will be moving CDPlus attachments to EnerGov this month to facilitate user's process.

• Database Administrator:

I.- Update the Main and IT Internal Dashboard to exclude the new category for the EnerGov Tickets.

II.- Applied the latest update software version on the Power BI Gateway application.

III.- Working on the IT Internal Kace tickets dashboard to include a new page for the Energov Tickets.

IV.- Working on the new development server, this one will replace one with the SQL server 2008 version for the development environment, the old server will be decommissioned once all the applications have been transferred and configured in the new server.

- Application Development- This week:
- Created script that copy permit files to put in Energov.
- Analyzed the process for Doral addresses update.
- Worked with Tyler on Energov issues.
- Assisted users accessing the IT Technology budget request form.
- Assisted with GIS.
- Participated in Energov meetings.

• Smart City projects are underway:

- FPL 2 LPR Poles:

Engineer submitted new plans to Dade County for approval this week

waiting for MDC to approve permits of site 26 and 30. City Management has been contacting MDC management for support.

Project is 47 % completed.

- WCCD 37122- New Smart City Certification Project

Had meeting on indicators submitted and expecting to finish this coming week. Keep posting information required while Investigating some last answers to questionnaire related to all finance requirements and entering/updating some comments provided.

Project is 99% completed

- HRIS New System Project

We started the pre-bid sessions with vendors answering 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 waiting for RFP answers from vendors.

Project is 18% 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

Will start again requesting/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 transportation indicator when worksheet is unlocked this month.

Project is 29% completed

- Intersection Technology System Support-performed maintenance and monitoring of License Plate Readers and traffic surveillance cameras to include field repairs.
- Continued working with Miami Dade PW, City of Doral, and Electrical engineer on the design/permit of Site 1, 13, 26, 27 and 30 LPR camera installation.
- Continued working with PM team and low voltage wiring vendor in the

design/coordination/installation of all IT infrastructure/equipment at Morgan Levy, White Coarse and Central Park.

- Started the installation of the 48v power system for the parking lot cameras at Police substation.

## **Parks and Recreation**

- Parks Director presented a department recap at the April Council Meeting.
- Youth Basketball League - Spring Season continued team practices.
- Parks Director attended weekly meetings with the Deputy City Manager to discuss ongoing department items.
- Parks staff attended HR's customer service training.
- Parks Director met with the Vice Mayor and City Manager for Agenda review.
- Parks Assistant Director held staff meeting for Doral Meadow Park and Trails & Tails Park.
- Parks Director met with Planning & Zoning and the Kiwanis Club of Little Havana to discuss potential events in Doral.
- Parks Director attended monthly South Florida Parks Coalition meeting.
- Parks Director and Assistant Director met with the City Manager's office to discuss RFP for Aquatic Services.
- Parks Director and Assistant Director met with the project management team for kickoff meeting with JC White to discuss furniture for Doral Central Park.
- Special Needs specialist hosted Special Olympics Tennis practice & Soccer practice.
- Special Needs specialist hosted weekly virtual classes for Doral Sunbursts program with 15 participants per class.
- Silver Club Virtual Bingo Night was held with 25 participants.
- Doral Legacy Park was used as a COVID-19 vaccination site on Friday, April 16th.
- Morgan Levy Community Center was opened on April 12<sup>th</sup> with limited hours from 1 to 9 pm weekly and Saturdays by appointment; to accept rental reservations for park pavilions

## **Police Department**

### Arrests

- Felonies: 12
- Misdemeanors: 7
- Traffic: 2
- Warrants: 1
- DUI: 1

### Traffic Citations

- Hazardous Moving Violations: 456
- Non-Hazardous Moving Violations: 398

### Notable Arrests & Incidents

Unoccupied Burglary (4 Counts)

Grand Theft (4 Counts)

Criminal Mischief (4 Counts)

During the past several months Doral Police has investigated several cases involving the theft of expensive bicycles from different condominium parking garages and bicycle storage areas. There were several instances where surveillance video captured the image of a man carrying a backpack from which he would produce bolt cutters and use them to cut the locks that were securing the

bicycles. In the latest incident, a witness observed an individual acting suspicious in the parking garage of a condominium located in the 5300 Block of NW 85 Avenue. The witness alerted Doral Police and responding officers located the man as he was in the process of cutting the locks on several bicycles. The man was in possession of a backpack that contained a variety of tools to include pliers, screwdrivers, and bolt cutters. The subject was taken into custody and processed. As he was being patted down the arresting officer noticed that he was wearing an ankle monitor on his left ankle. Further investigation revealed that the subject is under supervisory control by U.S. Immigration and Customs Border Patrol and the monitoring device was installed as a condition of the man's release. He was charged accordingly and transported to TKG. This is an ongoing investigation, and the subject may be responsible for more of the bicycle thefts that have occurred in Doral in the past several months.

Trespassing in a Structure with a Firearm

Possession of Controlled Substances (Marijuana, Xanax, Hydrocodone)

Possession of a Firearm by a Convicted Felon

Doral Police responded to an apartment complex located in the 8800 Block of NW 36 Street regarding a suspicious incident involving a man that was armed with a firearm and carrying three bags. The witness advised that he was in his apartment watching television when he heard a noise outside his door. The witness looked through the peephole and observed a mulatto male in the hallway. Since he did not recognize the man, the witness did not open the door. Minutes later the witness heard what sounded like someone trying to open his front door. The witness opened the door and asked the man what he wanted, and the subject replied that he was looking for "Ricky el Colombiano". The witness told the man he did not know anyone with that name and closed the door. Due to the peculiarity of the incident the witness advised that he continued looking through the peephole and observing the subject's actions. According to the witness, the subject was on the phone, pacing up and down the hallway. Moments later he proceeded to take his shirt off and reach into one of the bags he was carrying and produce a firearm. The subject placed the pistol back into the bag and put his shirt back on. At this point the witness called police and relayed the aforementioned information to the Miami-Dade Police Department's Communications Operator. When the responding officers arrived at the complex, they saw the subject exiting one of the elevators and proceeded to detain him for further investigation. As he was being handcuffed, he ran from the officer and fled through the complex, across NW 36 Street and into the Trump National Doral Resort. Other officers gave chase on foot and proceeded to apprehend the subject. A cursory check of the bags in his possession revealed the presence of a semi-automatic pistol, ammunition, and different quantity amounts of marijuana, Xanax, and hydrocodone. A records check revealed that the subject is a convicted felon. The subject refused to make a statement

Battery on a Person 65 Years or Older

Violation of Restraining Order

Doral Police responded to a residence located in the 10200 Block of NW 87 Street regarding a domestic related incident. Officers were advised by the victim, an 84-year-old woman who advised she was involved in an argument with her niece when the situation escalated, and her niece pushed her with both hands causing her to fall to the floor. The subject who was still on the scene was arrested. A records check revealed that there was an active Restraining Order that prohibited the subject from coming close to her aunt or the residence in which she lives in. She was charged accordingly and taken to TKG.

## 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 daily 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 presided over the Departmental quarterly awards meeting.
- 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

### Wednesday 4/7/21

- 10651 NW 19th St. Renaissance Elementary. School detail.
- 8400 NW 104th Ave. Palmera Luxury Apartment. H.O.A. Crime Prevention Presentation.

### Thursday 4/8/21

- 10651 NW 19TH St. Renaissance Elementary. School detail.
- 8390 NW 53rd St. Downtown Doral Elementary School, D.A.R.E. taught by S.R.O. E. Fernandez (9:00am-10:00am).
- 5001 NW 104th Ave. Doral Green H.O.A. Crime Prevention Presentation.

### Friday 4/9/21

- 10651 NW 19th St. Renaissance Elementary. School detail.
- 8390 NW 53rd St. Downtown Doral Elementary School, D.A.R.E. taught by S.R.O. E. Fernandez (9:00am-10:00am).

### Monday 4/12/21

- 6700 NW 104th Ave. Doral International Academy Math & Science. School detail.

### Tuesday 3/30/21

- 10311 NW 58th St. Divine Savior Academy. School check.
- 6030 NW 99th Ave. Bexel Electronic. Safecam follow up.
- 9831 NW 58th St. Green Apple Safecam Program follow up.
- 7450 NW 104 Ave. Taikin. Safecam follow up.
- 7520 NW 104th Ave. Gourmet 58. Safecam follow up.
- 7550 NW 104th Ave. Publix. Business Check (met with manager).
- 8455 NW 53rd Terr. Publix. Business check (met with manager).

## Training Section

- PSA/Park Ranger Academy-Ongoing.
- Annual Training- April 15 & April 16, 2021
- Two Week Orientation Officer Orientation-April 12, 2021 through April 23, 2021.
- Civil Citation Train the Trainer Training- April 14, 2021.

## Office of Emergency Management

- Continue ICS -700 Department wide.
- Assisting with COVID vaccination at Legacy Park on April 16, 2021.

## **Public Affairs**

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 60,812 60,771 (41 additional followers)
- SOCIAL MEDIA HIGHLIGHT: Tweet Impression on Twitter increased 11% from prior week; Twitter profile Visits increased 8% from last week
- \*TOP POST OF THE WEEK- Instagram Post about Bike Day event 123 likes
- Promoted multiple city events/initiatives including but not limited to: façade grants opening cycle, Camacol Doral biz spotlight, google webinars, Camacol webinars, Jackson job fair
- Meeting to plan for Bloomberg Asphalt Art grant & webinar
- Design/Web Projects – Keep Doral beautiful Brochure design
- Participation in Public Art Program Advisory Board
- Interdepartmental work with Public Works and Planning and Zoning for Bloomberg Asphalt Art Grant (drafted processes, budget and Mayor’s support letter)
- Submitted application for Florida League of Cities Municipal Awards (environmental stewardship)
- Event Coordination:
  - o April 13th – America Latina Panel Conference
  - o May 4th – White Course Park Groundbreaking
- Videos:
  - Published – Doral Shines – Be a Good Neighbor (English)
  - Published – Doral Shines – Be a Good Neighbor (Spanish)
  - Published – Mayor’s COVID Update – English
  - Published – Mayor’s COVID Update – Spanish
  - Published – CAMACOL Doral Business Spotlight Promo
  - Published – Monthly Keep Doral Beautiful Business Award
  - In Production – Spend Local Sophies Bookstore
  - In Production – Spend Local Puppy Buddy
  - In Production – Monthly Events Preview for May

## **Public Works**

- Cleaned and opened all water fountains at the Government Center, the Police Department, the Training Center, and the Public Works Warehouse as per City of Doral Emergency Order 2021-15 in which the City of Doral follows the Miami Dade County Guidebook for Residents and Commercial Establishments.

- Genset replaced damage main board in the Police Department Emergency Generator. Generator is fully operational.
- Installed a new City logo on the Council Chamber Podium.
- Repaired damaged parking lights in the Doral Training and Community Center. All Parking lights are fully operational.
- Obtained LAP Full Certification letter from FDOT.
- PWD & PA prepared and submitted a video of Mayor Bermudez's statement in support to the Green Cities and Local Governments campaign as part of the partnership to support Climate Action to the Earth Day Network.
- For the upcoming Mayor's presentation of the 2021 Earth Day Proclamation, PWD planted a tree on the median of NW 82nd Street East of NW 109th Avenue.
- Emailed all Doral Elementary Schools about the City's Earth Day initiatives and shared Mayor Bermudez's video message to commemorate 2021 Earth Day.
- Worked with Public Affairs and Mayor's Office to update the "Keep Doral Beautiful" campaign tri-folder brochure for public distribution next week.
- Provided all volunteers with instructions for the City of Doral Global Cleanup event as part of the 2021 Earth Day celebration, in which cleanups will be conducted in approximately 18 miles of City Streets on Saturday, April 24th, 2021 from 9:00 am to 12 noon.

### **Transportation**

- Attended the virtual Miami-Dade Transportation Planning Organization (TPO) Transportation Planning Council (TPC) Workshop
- Attended the virtual Miami-Dade Transportation Planning Organization (TPO) Freight Transportation Advisory Committee (FTAC)
- Met with Aileen Boucle for an update on the Update on Doral TPO Task Force Quick Build Project
- Conducted interviews for the Transit Road Supervisor