



Memorandum

To: Honorable Mayor and City Council

Date: May 08, 2020

From: Albert P. Childress, City Manager

Subject: **Weekly Council Update/May 3 - May 09, 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) Food Distribution May 5th & May 12th
 - 3) City Council Meeting May 13th
 - 4) Opening of more Parks on May 11th
 - 5) Trolley Services
 - 6) Testing of all employees For COVID-19
- City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez.
 - Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
 - City Manager and Deputy City Manager attended Divine Savior Academy virtual meeting.
 - City Manager and Deputy City Manager along with 50+ city staff volunteers and Police conducted a Feeding South Florida Food Distribution Event at Doral Central Park for 1000 households.
 - City Manager and Deputy City Manager along with City Clerk Diaz, City Attorney Figueredo and Mayor Bermudez held Agenda Review Meeting for May 13 Council, Local Planning Agency and Zoning Meetings.
 - Deputy City Manager held weekly meeting with Planning and Zoning Director, Mr. Alexander Adams and Economic Developer, Mr. Manuel Pila.
 - Deputy City Manager held weekly meeting with Parks & Recreation Director, Ms. Erin Weislow.
 - City Manager and Deputy City Manager held meeting with Michael Trader from AECOM to discuss Doral Parks Bond Program Quarterly Report.

- City Manager and Deputy City Manager held meeting with Public Works Director, Mr. Carlos Arroyo and Facilities Manager, Mr. Luis Sanchez to discuss Parking Garage Retrofit.
- City Manager held meeting with Finance Director, Ms. Matilde Menendez to discuss ICMA application.
- 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 Code Compliance Director, Mr. Edgard K. Estrada.
- Deputy City Manager held weekly meeting with Building Official/Director Velazco.
- City Manager and Deputy City Manager along with City Attorney Figueredo held meeting with Assistant Public Works Director/Chief of Engineering, Mr. Eugene Collings-Bonfill to Discuss Hydrological Study of Legacy Park.
- City Manager and Deputy City Manager held meeting with Parks & Recreation Director, Ms. Erin Weislow and Assistant Parks & Recreation Director, Mr. Lazaro Quintero regarding Parks- Recommended Phase 2 Reopening Plan & Staffing Hours.
- City Manager and Deputy City Manager held weekly meeting with Mayor Bermudez.
- City Manager held weekly meeting with Communications & Protocol Manager, Ms. Maggie Santos.
- City Manager and Deputy City Manager held Bond Meeting Process regarding Construction Management via video conference call with City and AECOM staff members.
- Deputy City Manager held Parks off-site warehouse visit with Parks & Recreation Director, Ms. Erin Weislow, Asst. Parks Director Lazaro Quintero, Public Works Director, Mr. Carlos Arroyo and Superintendent of Streets, Henry Martinez.
- City Manager and Deputy City Manager along with Mayor Bermudez attended Discussion of potential testing site at Miami Dade College - West Campus with the City of Doral.
- City Manager and Deputy City Manager along with City Attorney Figueredo held meeting with Code Compliance Director, Mr. Edgard K. Estrada and Planning & Zoning Director, Mr. Alexander Adams to discuss Outdoor Event Application.

Capital Improvement Project Manager

- **Doral Cultural Arts Center:**
 - May 6th - Opinion of Title (issued within 30 days) / Agreement with WASD (Issued within 6 months).
 - Design on-going.

- **Morgan Levy**
 - Additional services WO executed – IT equipment drawings progress print received May 4th
 - Site visit with asbestos testing company – March 4th; Fee proposal received March 10th; Work Order – Executed April 30th; Asbestos testing performed May 4th
 - ITB advertised – May 7th
- **White Course**
 - Site plan design on-going.
- **Doral Meadow**
 - 90% Construction Documents – Submitted May 6th with 60% comment responses for City's Review
 - Trailer permit submitted May 7th
- **Doral Boulevard Pedestrian Bridge:**
 - Meeting with FDOT Environmental May 7th
 - Consultant is providing responses to FDOT comments
- **Trail Network:**
 - 90% Construction Documents & Opinion of Probable Cost – submitted May 6th for City's Review (Submitted to MDC May 7th)
- **Doral Central Park:**
 - A/E and CMAR selection to be recommended at May Council
- **Lighting of Trails:**
 - City follow up comments provided on April 30th – Responses to follow up comments received May 5th
- **Trails and Tails Park:**
 - Design Is on-going

Building Department

- ADMIN: Director attended Directors Meeting, weekly with DCM, Bond Mtg; On- and Off Site meetings to handle delicate customer service issues include meeting at Miami Dade County Fire; AD attended BCAIB Conference (Virtual) [Building Code Administrators & Inspectors Board]
- "WeB" Software UPDATE: various internal Teams meetings to coordinate work effort; Department level "local unit testing" is taking place which is the first step in making sure configuration is near complete before moving into automation, intelligent objects and other background processes; Bluebeam (Plans Review Software plug-in) PO is complete and formal implementation and configuration will begin in June; Upper Level Update meeting hosted on Microsoft Teams by IT Project Manager
- HUMAN RESOURCES ACTIVITIES: Reviewed remote work time sheets.
- STAFF ACCOMPLISHMENTS: Many thanks to the many volunteers from the Building Team that participated in the Farm Share event on Tuesday 5/5 at Doral Central.
- PHONES: 45 Inbound call count for week
- INSPECTIONS: 100 Average Daily Inspections, 499 total Inspections Completed (Increase, w/o/w)

- PLANS REVIEWS: 186 Plan Reviews (Decrease, w/o/w) with an average plan review time per plan per trade of 41 mins
- VELARO CHAT PORTAL: 3,322 Total Online Customers (increase, w/o/w) with 22 Total Engagements averaging 6.33 mins of Handle Time

Code Compliance

- Code Compliance Department has continued with the enforcement of the Emergency Orders enacted by the City of Doral and Miami Dade County. Also, education of the orders over the numerous phone calls received.
- Director and Assistant Director met with Mr. Herb Marlowe to discuss strategic planning and the affects COVID-19 pandemic will have on the department moving forward.
- New hire for Code Compliance Clerk position began pre-employment process.
- Director attended bi-weekly Energov teams meeting.
- Five members of the Code Compliance Department assisted in the city's food give-away at Doral Central Park.
- Officer Miguel Rodon was selected as the April 2020 Infinity and Beyond winner for the department.

Finance

- Accounts Payable: Processed 142 invoices. This week 29 checks were issued for a total of \$443,776.
- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Currently working with the City Manager and the Department Directors in preparing the Department level request for the FY 2021 Proposed Budget.

PROCUREMENT

- A total of 12 PO's were created for a total value of \$481,020.

CITY OF DORAL PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 05/06/2020

Bid # Broadcast Date Due Date Bid Name Dept

RFP No. 2020-01 01/10/2020 02/11/2020 Grant Writing Consulting Services CM
No Pre-Bid. 2 submittals received. Award Recommendation made.

RFQ No. 2020-05 01/21/2020 02/28/2020 A&E Services and Related Disciplines for Central Park PW
Pre-bid meeting 2/04/2020, 55 firms attended. 5 submittals received. Award Recommendation made.

RFQ No. 2020-06 01/21/2020 02/28/2020 Pre-Construction & Con. Manager at Risk for Central Park PW
Pre-bid meeting 2/04/2020, 41 firms attended. 5 submittals received. Award Recommendation made.

ITB No. 2020-09 04/21/2020 05/22/2020 Street Sweeping Program PW

Pre-bid meeting 05/07/20,

RFP No. 2020-10 04/20/20 05/15/2020 Sponsorship Asset Inventory, Valuation, Naming Rights PR

Pre-bid meeting 04/30/20, 9 firms attended. & Sales

RFP No. 2020-11 03/02/2020 04/23/2020 Nature Focused Camp at Doral Glades Park PR

Pre-bid meeting 3/12/2020, 11 firms attended. 3 submittals received. Award Recommendation made.

ITB No. 2020-13 03/05/2020 04/23/2020 NW 112 Avenue (25-34 St.) Roadway Improvements PW

Pre-bid meeting 3/17/2020, 19 firms attended. 7 submittals received. Award recommendation made.

ITB No. 2020-14 04/13/2020 05/14/2020 Right-of-Way Maintenance Services PW

Pre-bid meeting 4/24/2020, 10 firms attended.

Human Resources

- Referred all candidates that applied to vacancies and met minimum qualifications in the Neogov Hiring system
- Participated in various Neogov/COD Team virtual meetings to discuss many pending matters
- Participated in phone call with Rita Garcia (HR) and Rosalind Ramirez (IT) to discuss Gantt Chart provided by Neogov
- Reviewed Driver License expiration notices and sent emails to employees
- Reviewed 4 PD Disqualification Files, made notes on what was missing and scanned available docs into Laserfiche
- Reviewed PD "Check-Out Sheets" to confirm if they were already in employee files
- Generated Check request for Ameriflex Cobra payment for May 2020 - Sent via email for processing
- Sent emails to supervisor in regards to all missing docs from Police DQ Files and New Hire Files
- Reviewed one Part Time Reserve Officer New Hire file -Reviewed for scanning and to ensure all documents were in their respective folders. Cross referenced indexing structure to make sure all documents were scanned, and scanned any documents available to me that were missing.
- Participated in phone call with Rita and John to discuss HR Generalist position and how to tackle the next steps
- Reviewed Job Description for CIP Administrator for the PW Department and incorporated it into our template. Sent CIP Administrator job description to HR Director and Asst. Director for review
- Participated in phone call with COD Team to further discuss Neogov issues

Information Technology

Police Support:

- Continue Covid-19 Telecommute support.
- Swapped out NW exterior PD camera.
- Attended Briefcam training.
- Retired old PD equipment.

- Set up O365 GCC tenant account.

Security Manager

- Analyzed 56 emails reported by City users
- Reviewed Policies and Procedures
- Acquired ITIL Foundations Certification
- Tested latest version of endpoint security application
- Attended webinar on MITRE ATT&CK

Systems Administration

- Review and Keep the backups 100% operational.
- Team Meeting - change management
- Meeting with Cisco team - ISE appliance
- Add some users to exception group to save files in C drive.
- Created new group to deny the internet explorer policy to use Energov GIS system
- Prepare the server dpdfs01 to upgrade to Windows 2012 R2 Saturday
- Team meeting with Microsoft teams.
- Restart the server CHFS11 to recover it.
- Assist the AV Tech about the local admin policy.
- Team meeting to Assist Project manager with email notification configuration.
- Assist the DBA to update the inventory with Kace server information.
- Run Windows Update and restart NAP domain controller afterhours.
- Follow up with Microsoft the support ticket.
- Clean disk C in the exchange in PD.
- Meeting with the team to help to configure the office 365 in PD.
- Installed the new storage in the Rack.
- Opened the CHCAMS server to install new card but it was not compatible.
- Review the backup procedures to update the IT Policy
- Assist the AV Tech to install external 5TB USB Disk
- Conference with Microsoft support to collect logs to fix a server upgrade

City Wide Help Desk

City Wide Help Desk SLA at 100% of all Support Tickets

- (IT) Windows 7 to 10 upgrade – In Progress
- (IT) Windows 10 version updates - In Progress
- (IT) Microsoft support call - Teams
- (IT) Microsoft support call - Outlook email
- (IT) Public Records Request PRR01740
- (IT) Public Records Request PRR01735
- (IT) Food Drive at Doral Central Park
- (IT) Resolving variety of user incidents at City Hall

Network Administration

- Participated in various internal meetings (IT Related).
- Reviewed Network Automated Reports.
- Started testing new features for VoIP Services.
- Reviewed Security Advisories.
- Monitored City's Network.
- Conferenced with multiple Vendors regarding new services and upcoming projects.
- Applied some configurations corresponding at the Initial Phase of the migration of PD email services.
- Network configured for an IoT Device from the Police Department.

- Supported CH and PD technicians during with networking issues.
- Troubleshoot of a Voice reported issue from the Public Works Department.

Systems Analyst

- IT TylerTech Tyler ID Webinar COMPLETED
- IT TylerTech MUNIS Webinar COMPLETED
- IT EnerGov Permit Configuration TEST Study IN PROGRESS
- FN Upgrade to Open Finance IN PROGRESS
- IT EnerGov IO's/Automation Training IN PROGRESS
- IT EnerGov Automation Triggers Table Comparison IN PROGRESS
- IT EnerGov 500 Item Requirement Scope Revision IN PROGRESS
- IT/PW Elevator and Access Control Integration Purchase Order (Waiting on Vendor) IN PROGRESS

- Setup 6 virtual interviews for HR
- Setup IT conference room
- Attended meeting with zoning for council meeting concerns
- Setup multiple GoToMeetings for various departments
- Assisted AV requests
- Assisted Help Desk with User Laptops
- Setup up and drove presentations for finance bids at EOC
- Supported final committee evaluation meeting at council chambers
- Participated and provided comments on new AI software solutions for Covid-19 prevention cctv technologies
- Troubleshooted and contacted support regarding Briefcam server
- Designed and presented add on solution for council chambers virtual meeting setup
- Met with PW and it teams several times and provided comments and changes to CCTV portion of the Meadows park construction
- Assisted systems admin in the installations of add server appliance
- Prepared with PW an assessment of overall CCTV system redesign for CH
- Participated in Briefcam training
- Setup and deployed GoToMeeting and Go To Webinar for testing

- Database Administrator:
- Conference Call with the Technology Project Manager and the NEOGOV representatives to talk about the APIS'S for the dashboards data extraction.
- Assist the Assistant Building Department Director to run a report for Permits Issued for April 2020.
- Attend the "Tyler 311 v2020.1 Release Review Webinar.
- Attend the Food Distribution Event at Central Park as volunteer / Half Day.
- Working on the RFID SQL Inventory Tables Update, an SSIS package was developed to transfer the new inventory list from an excel spreadsheet to a SQL Table to join with the existing inventory table.
- Working on the Data Conversion Energov Project on Cleaning duplicates business names for the Occupational License table in the current system to be extracted and map directly into the corresponding tables in Energov. Working on the development server, once the process is completed it will be run in the production current system database, a ticket will be created.

- GIS Administration:

Reviewed GIS SOP.

Added GIS information to GIS SOP.

Cleaned up GIS data.

Prepared Monday.com staff meeting.

As per building dept's request, added label streets on GIS map on EnerGov.

Studied between 30 and 50 cm imageries Doral.

Watched tutorial video ArcGIS Tracker.

As per building dept's request, added and published a new layer street to EnerGov GIS map from ArcMap to ArcGIS server.

As per public emailed, advised to reach out to MDC about questioned about correct address applying for permits to upgrade the existing Electrify America charging stations.

Conducted ArcMap EnerGov GIS map.

Reviewed Tyler 311 documentation.

As per public works dept's request, investigated mobile311 layers issue on ArcGIS server manager log and REST END point.

- Citywide Projects

- 2018-2019 BD - DEVELOPMENT SERVICES SOFTWARE

- Started User tests of 290 workflows, various meeting to obtain specifications to continue coding Geo rules & automation processes.

- Setting the environment for API for Energov Project requirements.

- Project overall is 26% completed

- 2019-2020 Tyler 311

- Coordinate training for API to extract data, answering questionnaire for Tyler311 setup.

- Met with Public Affairs for setup of Tyler311 Portal.

- New Tyler311 2020 configuration and user training will be next week.

- We are coordinating some training for the it team for the SRSS portal for reporting and the API.

- Project overall is 37% completed

- 2019-2020 Integration to Document Retention Project-Bluebeam

- We received PO for Bluebeam and now scheduling project review.

- Training and implementation of Bluebeam should start in June/July

- Project overall is 7% completed

- 2019-2020 Energov Integration to Laserfiche Project

- We had meeting with vendor and will have another this week for preparation of council approval.

- Project overall is 9%

- 2019- 2020 Neogov HR Project

- We are reviewing every requirement of RFP , historical requirement and payroll run.

- NEOGOV submit partial Project schedule/Plan which needs to be in accordance to RFP.

- Project overall is over 20%

- Application Development:

- Started Energov-Mobile 311 Integration

- Assisted to Energov meeting.

- Assisted BD and PZ with properties and folios.

- Fixed map issue of Mobile 311.

- Website Projects

- FPL 2 LPR Poles:

- We met with Public works and agreed that Site 1 only needs MOT.

- Site 1 plan Horsepower delivered photos to PW, after they are approved by Doral a pre-construction meeting will be coordinated by City of Doral PW after MDC

approves.

Waiting on MDC for issued permits to site 26: 2020040029: NW 79TH AVE & NW 58TH ST and site 302020040025: NW 107TH AVE & NW 90TH ST.

These permits site 26 & 30 are pending for the pre-construction meeting to be requested and the electrical sub permit will need to be applied for.

Project is 20 % completed.

- WCCD 37122- New Smart City Certification Project

Continue updating/requiring documents for Transportation, Water Waste indicators with new documentation provided.

Project is 84% completed

- Intersection LPR's & CCTV
- Remote Maintenance and monitoring of License Plate Readers to include field repairs.
- Remote 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.
- Continued working with Electrical engineer on the design of new IT room at Meadows Park.
- Started setup of new wireless routers Band 14 configured of the remaining sites (15 total).
- Replaced exterior camera at Main PD with new 180-degree view Axis camera.

Parks and Recreation

- Parks and Recreation meeting with DCM
- Fixed flooding problem in courts 2 and 3 in Morgan Levy Park
- Parks Strategic Plan Department Head Interview
- Parks off-site warehouse visit
- COVID-19 weekly meeting with South Florida Parks Coalition
- Meeting with events team to discuss 4th of July
- Prepared a plan for phase two of reopening of parks
- Food Distribution Event at Doral Central Park
- Parking Lot Seal coating at Veterans Park and Trails and Tails Park
- Meeting with FPL for installation of solar trees at MLP

Planning and Zoning

- 25 Permits reviewed for this week.
- 30 Inspections performed this week.
- 8 New BTR/CU for this week.
- 130 Calls received this week.
- Staff participated in 2nd Drive-Thru Food Distribution Event.

Economic Development:

- Participated in Feeding South Florida drive-through food distribution event.
- Coordinated donation of 1,000 medical masks from Taiwanese Chamber of Commerce with Taiwanese Economic and Cultural Office in Miami.
- Coordinated CBO grant pre-application meetings and application reviews for cycle ending May 8.
- Routed FY2020 Façade Grant agreements and FY2019 extension requests for

signatures and approvals.

- Coordinated PTSA grant payments.
- Met with USDOT and Draft pros, RE: procurement and upcoming project information.
- Provided bilingual technical support with business assistance programs, unemployment application process, procurement process, donations and introductions to partners.
- Coordinated with Public Affairs to provide updated information to businesses and generate content for business support outreach projects.
- Met with Planning and Zoning Director and Deputy City Manager, RE: economic assistance and recovery programs.
- Met with Dulce Pantaleon and Mavi Haim, RE: Green Miami Events Program.
- Worked with Finance and PZ staff to call more than 140 assembly and import-export companies and follow up with companies requesting specific information or contacts.

Police Department

Arrests

- Felonies: 9
- Misdemeanors: 3
- Traffic: 0
- Warrants: 0
- DUI: 0

Traffic Citations

- Hazardous Moving Violations: 37
- Non-Hazardous Moving Violations: 56

Notable Arrests & Incidents

Organized Scheme to Defraud

Theft

Doral Police arrested four women who were employed by Walmart as cashiers. An internal investigation conducted by Walmart Loss Prevention personnel revealed that the women engaged in a scheme where they were deliberately not scanning the products that other employees were purchasing, causing Walmart a loss of several hundred dollars. The women were arrested and taken to TGK.

Burglary

Grand Theft

Doral Police arrested a man who in May 2019 broke into a construction site located in the 4700 Block of NW 85 Avenue and stole tools valued at \$11,000. The incident was captured on surveillance video. The subject's identity was not known until a detective with the Broward Sheriff's Office identified him as a result of an unrelated investigation. The subject refused to make any statements. He was arrested and transported to TGK.

Public Information Office

- The PIO handled inquiries from the media on matters involving the Doral Police Department.
- The PIO conducted roll call training with all personnel and discussed proper relations with the general public when dealing with inquiries and requests for specific information

on public safety issues.

- 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 Resources Unit

Thursday April 30

- Publix Downtown Doral –met w/ MGR Senior drive
- Publix Doral Commons-food drive
- Sloan's-met w/ owner will be giving away free Ice Cream tomorrow after 1pm
- Allied Property Management-met w/Roger prop mgr.-virtual meetings
- Doral West-Resident Contact
- Las Brisa's-met w/security gate is closed they are patrolling community
- South Florida Concrete-met w/owner they are working normal flow
- Lopefra-met w/owner they are working at normal flow
- Sergio's-verified inside is still closed, customers using masks at walk up
- COVID temperature measurement
- 311 Food Assistance Deliveries
- Divine Savior Graduation car parade

Friday May 1st

- McDonalds Commons-verified no ongoing issues with patrons remaining inside
- Winn Dixie-met w/mgr. to assist w/vendor application for food drive
- Downtown Doral Park-park check on NF
- Doral International Math & Science-met w/VT in reference to any caravans
- Doral Gardens-resident contact-gate kept open due to EO-2020
- Midtown Apartments-resident contact- gate arms closed
- Windward-resident contact-SO at gate screening everyone
- Doral Landings East-resident contact-gate close with SO @ entrance
- Milan-resident contact-gate closed with SO screening entrance.
- COVID temperature measurement
- 311 Food Assistance Deliveries

Monday May 4th

- Publix Commons Plaza-business contact
- Doral West-resident contact
- Doral Palms-Resident Contact
- Netherlands-resident contact
- Doral Isles-Resident Contact
- Las Vistas-noise ordinance issue
- MDPD NRU-homeless on Midwest area
- Avanti Warehouse-Watch Order container with cargo over night
- COVID temperature measurement
- 311 Food Assistance Deliveries

Tuesday May 5th

- Doral Central Park Food Drive
- Milan-resident contact
- Downtown Doral Park
- All Import Tech-business contact

Wednesday May 6th

- Publix Doral Commons-business contact
- Polynesian-resident contact-logistics event
- Madeira II-resident contact-event
- Las Vistas f/u on Noise issue-Doral 311
- Doral Woods-property manager-call in the community
- COVID temperature measurement
- 311 Food Assistance Deliveries

Office of Emergency Management

- Filed daily situation reports on the City's COVID-19 protective measures and response with Miami-Dade County's Emergency Operations Center (EOC) Municipal Branch.
- Assisted NRU and SRO with food distribution program.
- Created daily reports on Miami-Dade County and Doral COVID-19 cases number information with information from the Florida Department of Health.
- Updated Category B DPD Expense Report for Public Assistance program with State and FEMA.
- Updated Doral PD protective equipment purchase report.
- Continued outreach on COVID-19 prevention and mitigation on website and social media platforms including information provided by the CDC, the Florida Department of Health, Miami-Dade County Fire Rescue, and the City's Public Affairs Office.
- Public information included Park openings, testing sites, and CDC recommendations on masks.
- Procured additional protective equipment: N95 masks, hand sanitizers, gowns, shoe covers. etc.
- Assisted the Town of Medley in providing Emergency Management documents as samples.
- Shared information with Hands on Doral volunteers to assist the City in informing the public on COVID-19 preventive actions and food distribution.
- Monitored and posted severe storm weather notifications from the NWS Miami office.
- Monitored Doral Alerts notification and response.

Training Bureau

1. Training:

- Annual Training for CPR, Use of Force, and Defensive Tactics on 5/6 & 5/7/2020.
- Preparing T-7 Lesson Plan.
- Finalizing four-week PSA academy for the incoming new PSAs starting on May 11, 2020.
- Basic Report Writing Training (A-Form & Incident Report) for Operations (5/2/2020, 5/4/2020, 5/8/2020, 5/9/2020).
- FTOs field assessments.
- Review of DORs, Supervisor's Weekly Reports, and Review of End of Phase Reports.
- PPSAs reassignments

2. Hosting Training:

- Traffic Crash Investigations for all PPSAs, PPOs, FTOs, and Sergeants.
- Dashboard Training-pending 16 officers to complete it. Carlos De La Uz is coordinating a training day to complete this training due that Sgt. Arazi is on paternity leave starting 4-27-2020.

3. EOC:

- Level 2 Activation
- City Food Program
- Continue to work with vendors on maintaining COVID-19 supplies
- Close POD
- Response to Miami-Dade County EOC request
- Maintain the COVID -19 Chart of cases in Doral

Public Works

- Provided the set up and break down for the food distribution event in Central Park.
- ITB 2019-36 "Year 7 of the Canal Bank Stabilization Program": The construction is ongoing. The contractor is working along NW 25th Street between NW 97th Avenue and NW 92nd Avenue installing the geo-web cells and the installation of fencing. The segment along NW 25th Street is 95% complete. The second segment will be along NW 54th Street between NW 102nd Avenue and NW 97th Avenue and is scheduled to begin by next week. Mobilization to that segment begins on Friday, May 8th.
- ITB 2019-30 "Sub Basin A-4 Stormwater Improvements": On February 18, 2020 the construction began of stormwater improvements along NW 84th Avenue between NW 25th Street & NW 12th Street. The awarded contractor, Maggoc, Inc., continues to install the additional drainage and continue on to the next phase. This project has 7 phases and the contractor began phase 4 this week. Phase 4 is along the northbound lanes along NW 84th Avenue a little north from Sam's Club. Contractor has finished the installation of all drainage for phase 4 and will begin mobilization to phase 5 sometime next week.

Transportation:

- Commenced Trolley service (limited service hours)