



Memorandum

To: Honorable Mayor and City Council

Date: January 08, 2021

From: Albert P. Childress, City Manager

Subject: **Weekly Council Update/ January 3 - January 09, 2021**

City Manager's Office

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

- 1) Recap of the weekend
- 2) COVID-19 Cases - Testing
- 3) Mask Enforcement
- 4) Council Meeting
- 5) Vaccine Distribution

- City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez.
- Deputy City Manager held weekly meeting with Economic Developer, Mr. Manuel Pila.
- City Manager and Deputy City Manager held meeting with Chief of Police, Mr. Hernan Organvidez, Deputy Chief of Police, Mr. Raul Ubieta, Assistant Public Works Director/Chief of Engineering, Mr. Eugene Collings-Bonfill, Parks and Recreation Director, Ms. Erin Weislow, Human Resources Director, Mr. John Prats, Assistant Information Technology Director, Mr. Carlos Olivares, and Police Major Jose Seiglie regarding Vaccine Distribution.
- City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez.
- City Manager and Deputy City Manager along with City Attorney Figueredo and City Clerk Diaz held Agenda Review Meeting with Mayor Bermudez for the Council Meeting scheduled January 13, 2021.
- City Manager and Deputy City Manager held meeting with Councilwoman Cabral, Legislative Analyst, Mr. Christian Contreras and Doral resident regarding Pepsi Bottling plant bottlecap theater and property at 7777 N.W. 41 Street.
- Deputy City Manager along with Mayor Bermudez, Assistant Public Works Director/Chief of Engineering, Mr. Eugene Collings-Bonfill, held meeting with Mr. Robert Muriedas from Aquatic Control Group and Mr. Edgar Fernandez from Anfield Consulting regarding canal cleaning.
- Deputy City Manager held weekly meeting with Acting Planning and Zoning Director, Mr. Javier Gonzalez.

- City Manager and Deputy City Manager attended Miami Dade County Vaccine Press Conference via Zoom.
- City Manager held meeting with City Attorney Figueredo and Finance Director, Ms. Matilde Menendez and Human Resources Director, Mr. John Prats regarding Parks Ambassadors.
- City Manager held meeting with Councilman Puig-Corve, Parks and Recreation Director, Ms. Erin Weislow held meeting with Mr. Stefano Ledda, Mr. Christian Drussi, Mr. Joakin Sola and Mr. Michael Marrero regarding Juventus Soccer.
- City Manager and Deputy City Manager held meeting with Baptist Health, Chief of Police, Mr. Hernan Organvidez, Deputy Chief of Police, Mr. Raul Ubieta, Assistant Public Works Director/Chief of Engineering, Mr. Eugene Collings-Bonfill, Parks and Recreation Director, Ms. Erin Weislow, Human Resources Director, Mr. John Prats, Assistant Information Technology Director, Mr. Carlos Olivares, and Police Major Jose Seiglie regarding Vaccine Distribution at Doral Legacy Park.
- 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 Acting Building Official/Director, Ms. Jane Decker.
- Deputy City Manager along with Communications Director, Ms. Maggie Santos and Economic Developer, Mr. Manuel Pila held meeting with Ms. Kristi Kinard from Miami New Times to discuss Business Development Programs.
- 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 Director, Ms. Maggie Santos.
- City Manager and Deputy City Manager held individual meetings with City Councilmembers to review the Agenda for Council Meeting scheduled January 13, 2021.
- City Manager and Deputy City Manager held Bond Meeting Process regarding Construction Management with City and AECOM staff members.
- The City Manager's office continues to coordinate and support the free COVID mobile testing site at Morgan Levy Park in partnership with Miami Dade County Fire. For the week starting December 28th, 2020 1,555 people were tested and for the week starting January 4, 2021 1,645 people were tested for a cumulative total of 11,671 tests performed since the start of the program on 10/12/2020. (Additional testing numbers in HR section below).

- Departments have been enforcing Miami-Dade County Executive Order 20-20, requiring all persons throughout Miami-Dade County to wear a mask or other face covering when in public. Last week the City issued verbal warnings and handed-out masks to 77 people who were observed in public without masks.

Capital Improvement Project Manager

Doral Cultural Arts Center:

- Permitting process is on-going.
- o Drawings will be resubmitted to MDC Fire on January 8th.
- o Fencing submitted for permitting to COD Building Department on January 7th.
- Construction will start January 2021.
- Fencing the site and utilities GC utilities locations to start January 11th.
- Artwork for fence banner and A-frame approved by City Manager on January 7th.
- Checks for Tree Bond sent to MDC DERM on January 7th.

Morgan Levy Park:

- General Construction is on-going.
- o Metal Framing and Drywall completed in the new addition space.
- o LVT-Luxury Vinyl completed.
- o Baseboards installation completed.
- o Electrical wiring and plumbing completed.
- o Awaiting pricing to finalize fiber for IT to tie into the building.
- o HVAC ductwork installation completed.
- On-going construction progress meetings.

White Course Park:

- Permitting process is on-going.
- Contract Negotiation meeting held on January 7th.

Doral Meadow Park:

- Concrete Slab on Plex Plaza treated to correct finish on January 7th.
- Final punch list scheduled for January 14th.

Doral Central Park:

- Phase I 100% Construction Documents submitted to COD Building Department for permitting on January 6th.
- CMR is working on advertising Phase I to their qualified bidders.
- RFP for construction Material Testing is in progress.
- On-going Value Engineering meetings with A/E and CMR.
- On-going Weekly OAC meetings.
- Meeting with E-Sciences and COD Floodplain Manager to discuss CLOMR held on January 5th.
- Meeting with IT Department to discuss the required Network Equipment held on January 7th.

Doral Boulevard Pedestrian Bridge:

- RFP issued.
- Pre-Bid Meeting scheduled for January 13th.

Trail Network:

- Project Design is on-going.
- Sharrows Interlocal agreement with MDC is on-going.
- Design Fee approval on agenda for the January Council Meeting.

Trails and Tails Park (Lighting Improvements):

- Permitting review is on-going.
- Pre-Bid meeting held on January 5th.
- Responses sent back to Procurement.
- Consultant coordination with FPL is on-going.
- Consultant is looking for alternatives to the Hapco Poles.

Additional Items:

- PMT weekly status of projects on -going every Tuesday and Thursday.

Building Department

- EnerGov team meeting IT to identify outstanding issues. Meeting with Tyler Project Manager to identify hurdles to Go Live. BD Team continued effort for system testing and feedback.
- PHONES: Data available: 224 Inbound call count for week; 3:00m average time per call; 12hr+ total time for week
- INSPECTIONS: 60 Average Daily Inspections, 302 total Inspections Completed (week)
- PLANS REVIEWS: 245 Plan Reviews (Quantity), 5% Expedite, 7% Walk-Thru, 25% Rework, 64% Drop-off/Electronic
- Average plan review time per plan per trade = 26 mins
- LOBBY DATA (DORALQ): 43 Total Building Dept Customers; 9 Lobby Daily Average, 5.3 mins Lobby Wait Time (Weekly Average), Average Time Spent Per Customer = 13 mins

Code Compliance

- New Code Compliance Officer, Edward Zambrano, started on Monday 1/4/2021.
- Director had a lien settlement meeting for an October 2019 case that settled for \$1000.
- Department presented Keep Doral Beautiful Award to LRFI Logistics, LLC and filmed acceptance video for council meeting.

Finance**• Doral CARES:**

The Finance Department, along with our Procurement team, have actively assisted the City's Doral CARES Grants team in processing all approved grant applications by the committee. Our team's role includes downloading files from the IAF portal, creating vendors in Munis, thoroughly reviewing the grants packets for signature, and printing checks, as well as closely working with the City Manager's Office in improving and expediting the process. To date, Finance has printed and issued 262 checks for both Business and Residential grants for a total of \$1,386,951.11.

- Business Grants: 125 checks printed for a total of \$1,069,737.77.
- Residential Grants: 137 checks printed for a total of \$317,213.34.

- Accounts Payable: Processed 126 invoices; 27 checks and 2 wire transfers were issued for a total of \$411,704.90.

- Journalled the daily transactions for Cashier, Parks and Recreation Department and online payment system (OPS).
- Continue working with the City's external auditors for the preparation of the Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ending September 30, 2020.

PROCUREMENT

1. Below Cone of Silence Report for the week of 1/6/2021
2. A total of 21 PO's were created for a total value of \$511,622.11.

PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 1/6/2021

- Solicitation No. and Title: RFP No. 2020-26 – Investment Management Services
Dept: Finance
Broadcast Date: 09/08/2020
Due Date/ Bid Opening Date: 10/29/2020
Status: 4 Submittals received; bids are being reviewed.
- Solicitation No. and Title: RFP No. 2020-27 – Banking Services
Dept: Finance
Broadcast Date: 11/19/2020
Due Date/ Bid Opening Date: 01/08/2021
Status: 5 Firms attended the Pre-Bid Meeting.
- Solicitation No. and Title: RFP No. 2020-28 - Collision Repair and Body Work Services
Dept: Police/ Public Works
Broadcast Date: 08/28/2020
Due Date/ Bid Opening Date: 09/29/2020
Status: 2 Submittals received; bids are being reviewed.
- Solicitation No. and Title: RFP No. 2020-29 - Competitive and Travel Youth Baseball Program Management
Dept: Parks and Recreation
Broadcast Date: 10/14/2020
Due Date/ Bid Opening Date: 11/13/2020
Status: 3 Submittals received; bids are being reviewed.
- Solicitation No. and Title: RFP No. 2020-30 - Design Build Doral Gateway Signs
Dept: Public Works
Broadcast Date: 11/05/2020
Due Date/ Bid Opening Date: 12/14/2020
Status: 1 Submittal received; bid being evaluated.
- Solicitation No. and Title: ITB No. 2020-31 - Sub Basin H-8 Phase II
Dept: Public Works
Broadcast Date: 11/18/2020
Due Date/ Bid Opening Date: 12/22/2020
Status: 13 Submittals; bids are being evaluated.
- Solicitation No. and Title: RFP No. 2020-32 - Replacement of Playground Surfacing
Dept: Parks and Recreation
Broadcast Date: 11/25/2020
Due Date/ Bid Opening Date: 01/13/2021
Status: 8 Firms attended the Pre-Bid Meeting;

- Solicitation No. and Title: RFP No. 2020-33 - Officiating and Scorekeeping Services
Dept: Parks and Recreation
Broadcast Date: 12/02/2020
Due Date / Bid Opening Date: 01/14/2021
Status: 2 Firms attended the Pre-Bid Meeting;

- Solicitation No. and Title: RFP No. 2020-34 – Morgan Levy Park Painting
Dept: Parks and Recreation
Broadcast Date: 12/23/2020
Due Date / Bid Opening Date: 01/20/2021
Status: Pre-Bid Meeting scheduled for 01/07/2021.

- Solicitation No. and Title: RFP No. 2020-35 – Trails and Tails Park Lighting Improvements
Dept: Public Works
Broadcast Date: 12/23/2020
Due Date / Bid Opening Date: 01/21/2021
Status: 15 Firms attended Pre – Bid Meeting;

- Solicitation No. and Title: RFP No. 2020-36 – Doral Pedestrian Bridge Design Build
Dept: Public Works
Broadcast Date: 12/18/2020
Due Date / Bid Opening Date: 01/18/2021
Status: Pre-Bid Meeting scheduled for 01/08/2021.

Human Resources

COVID-19 TESTING FOR DORAL RESIDENTS

- COVID-19 testing for City of Doral residents began on September 14, 2020, and is programmed to run through December 4, 2020, as a drive-thru service at the Police Training Center on 97th Avenue. Since September 14, 2020, more than 2,063 City of Doral residents have been tested. The testing is being conducted from 9 a.m. to 1 p.m. on Mondays, Wednesdays, and Fridays, and will continue to operate on the same schedule through June 30, 2021.

COVID-19 TESTING FOR CITY EMPLOYEES:

In an effort to sustain operational efficiencies and care for the welfare of our workforce, the Human Resources Department continues to work with the City Manager's Office to facilitate weekly onsite COVID-19 testing of essential personnel/first responders at City Hall. On Thursday, January 7, 2021, (64) essential personnel/first responders were tested at City Hall. To date, Human Resources has received and filed 1,661 COVID-19 PCR test results from employees. To date, 1,159 tests have been administered at City Hall. The Human Resources Department continues to closely follow updates from the CDC and the Police Department's Medical Director as we monitor COVID-19 related cases to ensure that proper protocols are met before allowing affected employees to return to work.

CURRENT JOB POSTINGS:

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

- Police Officer, Police Department, Open Continuous
- Police Property & Evidence Specialist, Police Department, Open Continuous
- Structural Plans Examiner, Building Department, Open Continuous

SPECIAL PROJECTS:

- HR has finalized the design of the 2021 8-week Wellness Challenge. Employee sign-up will take place from January 11 through January 15.
- HR worked with Evergreen Solutions, LLC to send-out the focus survey to all employees
- HR coordinated with all department Directors to identify one employee from each department to assist the Police Department with logistics for COVID-19 vaccines for residents over 65 years old.

POLICE SERGEANTS EXAM:

- The second part of the Sergeants exam (In-basket component) was administered on January 5, 2021

NEW EMPLOYEES:

- Edward Zambrano, Code Compliance Officer, effective January 4, 2021
- Michael Hernandez, Accounting Clerk/Permit Clerk, effective January 4, 2021

EXECUTIVE INTERNS:

- Nicholas Martinez – Councilwoman Claudia Mariaca’s Office - effective January 4, 2021
- David Martinez - Councilwoman Digna Cabral’s Office – effective January 4, 2021

Information Technology

- The new Development Services Software (WeB – We Build Doral!) will solve challenges like communication across electronic records, the ability to audit and track performance, consistency in data entry, compliance with statutory requirements and most importantly, outward-facing citizen engagement that is easy-to-use and intuitive.

- Development Services Software (WeB – We Build Doral!)

Projected Go-Live Date: 2021

- 2018-2019 BD - DEVELOPMENT SERVICES SOFTWARE

We met with users and requested their update in finalizing users tests as most have come back from vacations and PTO. We had meeting with Tyler on Conversion and address each in detail with Tyler team, we are requesting a new DSD to match fields and update any missing field not converted in accordance to configuration setups. We are updating project schedules this coming week. We continue debugging, configuring and testing email notifications which was resolve for IAA and IO triggers. We continue waiting on all users to finish users test to start with full system testing.

Project overall is 70% completed

- 2019-2020 Tyler 311

We requested ticket to support for API assistance. We continue setting technical configurations for the API for the interface of records with our Dashboard, a notification required plus Tyler modifications for new reporting requirements and dashboard data fields require for management.

Project overall is 95% completed

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

Helpdesk continues upgrading versions all users this month. We are documenting procedure for e-review. The Building team is creating a video to use for training other departments explaining how to ensure markup are showing in Energov and how to proceed within the reviewing stage.

Project overall is 100% completed

- 2019-2020 MyCivic

Post implementation meeting was achieved Mobile app is functioning adequately.

Project overall is 100% completed

- 2020-2021 IGinspect and IGenforce applications

We are waiting to test Code forms in 2 weeks with iPad and test slowness in testing with the Building department SME and Code SME as the permits move from the Energov Core solution to the IG mobile applications and backwards with updates. Issues with timing of response has been informed, we are waiting new forms and reports development created by Tyler to finalize Unit testing.

Project overall is 70% completed

- 2020-2021 CSS Citizen Self Service

We met with Public affairs for updating screens with more colorful images and they will be adding these this month.

We are still expecting from our First Stakeholder results from their testing of the CSS Screens and Navigation.

Project overall is 84% completed

- 2020-2021 Accounts Receivable System

We will be documenting process and perform another training 1/18 to continue implementation/configuration/unit testing during this month. Finance is updating accounts requirements. Many GL charge accounts have been coded and tested.

Project overall is 87% complete

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

Waiting to start planning stage this month. They informed us on best practices to improve performance and IT Team is performing troubleshooting and upgrades.

Project overall is 17% completed

- 2020-2021 Energov Cashiering Project

Credit Card system test was completed successfully and ensuring it is ready to finalize system configuration/training. We are waiting to be reviewed forms/reports for Cashiering requirements. We are waiting the Munis upgrade completed 1/14 to update all department EG fees GL codes. We are updating Project plan/implementation plan with all requirements and dates for configuration.

Project overall is 77 % completed

- Smart City projects are underway:

- FPL 2 LPR Poles:

PM Horsepower got Covid and is waiting for MDC to approve permits of site 26 and 30. City Management is contacting MDC management for support

Project is 43 % completed.

- WCCD 37122- New Smart City Certification Project

We received some answers to questionnaire related to all finance requirements and entering/updating some comments provided.

Project is 98% completed

- HRIS New System Project

HR is completing additional tables and we will have another meeting to review RFP with detail requirements for each module utilized in the HR department including payroll, time & attendance, performance, learning, core HR and e-forms. Team will continue updating priorities of each requirement this week.

Project is 10% completed

- Upgrade Facility Dude Project

We received updated proposal and after 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 10% completed

- WCCD 37120- Yearly Smart City Certification Project

We are continue obtaining many data information from websites and external companies this week and will start entering data for Recreation indicator when worksheet is unlocked this month.

Project is 17% completed

- Maintenance on Council Chambers AV system

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

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

- Public Safety Support - This week, the PD IT team performed the monthly EOC inspection. We also consolidated the front desk operations to one PC to host the ID system and camera system. The RTIC is now displaying the city and surveillance cameras on the display monitors. An issue with Crystal reports has been fixed so the CAU Unit can run their daily reports.

- Security Manager

This week, over 50 emails were reported by City users and were analyzed for malicious intent. Also, had a meeting with a vendor to discuss a new security appliance. Assisted the Police Department IT in setting up a remote assistance software for a group of workstations. Finally, completed a feature upgrade on our multi-factor authentication solution.

- Monitored the network and performed actions based on incidents (Root Cause Analysis of Down Nodes such as endpoints at the intersections and network switches, also checked some Log traps from the network infrastructure).

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

- Supported the Sr. Developer for grating access to Tyler Reports from a Different Network Location (Logical).

- Updated the PKI Infrastructure on the city public FTP server.

- Started to design and coordinate temporary network access to endpoints for the Covid Vaccination Site.

- Continued to evaluate Network Infrastructure for Doral Central Park.

- System Analyst - This week, Tyler Cashiering Credit Card Payment Posted

- Ready Forms EFT/COI/Construction Checks Testing

- SFTP Cleanup

- Kronos WFC 8.1.X Version Upgrade in PROD New Server

- Kronos InTouch Clock Configuration to New Server TEST

- Kronos WFC 8.1.8 User Testing IN PROGRESS

- AP Checks MICR Line Bank Confirmation (Finance) Ready to Send to Bank

- SFTP User Configuration

- EnerGov SMTP Relay Resolved

- Working on various items with Energov; IO's and IAAs TESTING Revisions; EnerGov Email configuration, Intelligent Objects Configuration, EnerGov Charge Codes Issues

- Systems Administration. This Week:

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

Activate server that was pending.

Assist Energov to test Email in their application. It is working now.

Meeting with Cisco to present their email protection system.

Completed the monthly Windows Update for the servers.

Meeting with the team to fix Laserfiche slow response.

- Help Desk Support- This week:

- Resolved 90% of support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events

- Upgrade to Bluebeam 2020 for users with BlueBeam 2019

- Troubleshooted west side building door with vendor

- Review candidates for Help Desk Internship

- Prepare and setup laptops for the vaccination program

- Troubleshooted permissions issue on server chfs15

- In addition, we continue to work on projects as FY1920 Replacement desktops at CH, and reconciliation of physical inventory of IT equipment

- Database Administrator:

- Working on the Data Conversion Energov Project on: Resolve the issues for the first data conversion pass based on the Tyler Data Engineer comments.

- Assisted the Planning and Zoning Chief Licensing Officer in creating a report showing the businesses still pending renewal and the businesses that already have.

- Refreshed the Internal and External Dashboards as usual at the beginning of each month, running the manual processes that together with the automated ones populate the graphs.

- Resolved issue with the Internal Economic Development Dashboard, the Outlook events were re-created on the calendar. The Economic Developer was informed that the events need to be created as a new task or appointment on the Outlook Economic Development Calendar to be recognized by the automatic process and send to the database.

- Application Development- This week:

- Investigated Tyler 311 API issue and reported to Tyler.

- Fixed and tested Tyler 311 report issue, set up user for SSRS.

- Assisted PZ, BD and CE with properties.

- Assisted to Energov meetings.

- Researched migrations from Adx Studio to Dynamics Portal.

- Fixed issue of Power BI connecting to SharePoint.

- GIS Administration- This week:

- Continue to conduct and to test EnerGov, and communicate with EnerGov and IT team.

- IT Staff meeting

- As per code enforcement dept's request, provided updated zones on PDF, ArcGIS web.

- As per smart city's request, provided information about electric vehicle charging stations.

- As per planning/zoning dept's request, created and provided four maps in PDF subject properties 3500 NW 89 Court/9455 NW 40 Street Road: zoning , future land use and aerial maps. (ArcMap/ArcGIS Pro)

- As per public works dept's request, provided Doral Blvd property addresses by ArcMap.

- Weekly GIS maintenance

- Intersection Technology System Support- This week, performed maintenance and monitoring of License Plate Readers and traffic surveillance cameras to include field repairs.

- Continued working with Miami Dade PW, City of Doral and HP Electrical engineer on the design/permit of Site 1, Site 13, Site 26, and Site 30 LPR camera installation.

- Continued working with AECOM and SCS in the coordination/installation of all IT infrastructure/equipment at Meadows and Morgan Levy Parks.
- Started to upgrade site computers on the latest version of Vigilant Fixed LPR software.
- Completed all camera config/setting for Meadows Park and delivered to SCS for installation.

Parks and Recreation

- Parks Staff met with Baptist Hospital and other city departments to tour Doral Legacy Park to discuss plan for COVID-19 Vaccine distributions.
- Parks Director met with James Arndt, City Manager of Paducah, Kentucky to discuss their experiences with Aquatic Facility management services prior to the City issuing our own solicitation.
- Parks Director met with Councilman Puig-Corve, the City Manager and Juventus Soccer Club to discuss their soccer program with the City.
- Parks Staff along with the Project management team and IT met to discuss the AV System needs for the Amphitheater at Doral Central Park.
- Youth Flag Football League Player evaluations were held at Doral Meadow Park. The league is currently at capacity with 125 participants.
- Events staff hosted Drive-In Movie: Trolls World Tour at Doral Central Park.
- Parks Director had an introductory phone call with Stayfit 305 to discuss a potential partnership for Step up your health, Doral!
- Adult Soccer League begins on Sunday, January 10th at Doral Meadow Park.

Planning and Zoning

- The Planning and Zoning Department attended a staff meeting to discuss department progress, updates and weekly goals. Additionally, staff was updated with the upcoming Covid-19 vaccination information for employees.

Occupational Licensing

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

Planning and Zoning

- New addresses issued: 6
- Building Permits reviewed: 23
- Zoning Inspections conducted: 25
- Planning and Zoning Department attended a meeting with Information Technology (IT) to discuss Energov conversion plan progress.
- Planning and Zoning Department participated in a meeting with Divine Savior Church - Somerville Architects/Engineers to discuss public art requirements.
- Planning and Zoning Department completed LPA/Zoning Ad Deadline to City Clerk.
- Acting Planning and Zoning Director attended weekly meeting with Deputy City Manager to discuss ongoing projects.
- Planning and Zoning Department participated in a meeting with Doral Sports Academy to discuss process to open a new basketball academy.
- Acting Planning and Zoning Director attended a meeting with Shoma Group to discuss site plan and pattern book requirements for Sanctuary at Doral.

- Acting Planning and Zoning Director attended a GIS Meeting with IT.
- Planning and Zoning Department met with Roy Rodriguez Fine Arts to discuss requirements for approval for a wall mural at 5665 NW 84th Ave, Goldman Properties.
- Acting Planning and Zoning Director participated in a Park Bonds Project discussion for Planning and Zoning comments.
- Acting Planning and Zoning Director attended a meeting to discuss Applebee's and Chick-fil-A.

Economic Development

- Administered implementation of Doral CARES Grant programs and drafted LTC on the programs.
- Attended SBA webinar on changes to federal COVID relief programs.
- Met with SBDC to distribute info on changes to federal COVID relief programs.
- Administered PTSA Grant process and payments.
- Administered CBO Grant final reports and payments.
- Met with Alesya Burgio & Mauro Burgio, Miami Fine Arts Academy reference grand opening and Spend Local program.
- Met with consultants in reference to presentations for City Council.
- Attended Jersey Mike's Subs ribbon-cutting event.
- Completed Ribbon-Cutting Event Invitation form for weekly New Business Welcome outreach.
- Reviewed Doral Map draft and met with publisher.
- Provided business assistance information, technical support, B2B and support organization referrals, site selection orientation and data to Doral businesses.

Police Department

Arrests

- Felonies: 7
- Misdemeanors: 7
- Traffic: 1
- Warrants: 3
- DUI: 2

Civil Citations (December): 82

Handicapped Parking Citations: (December): 19

Traffic Citations

- Hazardous Moving Violations: 204
- Non-Hazardous Moving Violations: 153

Notable Arrests & Incidents

Trafficking in Counterfeit Credit Cards

Forgery

Possession of Fraudulent Identification

Possession of Fictitious Identification

Doral Police detectives were conducting a proactive surveillance of bank parking lots looking for subjects who prey on individuals who they observe exiting the bank. The officers observed two men approach a vehicle that was backed into a parking lot. The men got into the vehicle and left. They were followed by the officers to another bank where two of the men exited the vehicle while the driver remained behind. The men entered the bank and a short while later they were asked to leave by bank personnel. The men repeated the routine and went to another bank while the officers conducted a moving surveillance.

One of the officers entered the bank and inquired what the men had said. Bank personnel advised that the inquired about a wire transfer before being asked to leave the premises. The vehicle was stopped, and the driver advised he did not have his license with him. The man was eventually identified, and the officers learned that the man's license was suspended. Search of the vehicle incident to arrest revealed several blank credit cards ready for use. The driver was taken into custody and transported to TKG.

Grand Theft Auto

Doral Police arrested an employee of an automobile dealership located in the 9000 Block of NW 12 Street after he facilitated the theft of an automobile from the dealership's inventory. The subject was employed as a porter and as part of his duties he had access to the keys of all the vehicles in the dealership. He was captured on surveillance video as he drove into the lot outside of his scheduled work hours on a vehicle that he was not authorized to take home. He is seen as he approaches a second man who was already on the property and gave him the keys to a red Mercedes Benz. The other man drove off the parking lot in the vehicle and the subject left walking on NW 12 Street. The subject was located and brought to police station for questioning. After being advised of his Miranda Rights he told police that he lent the car to the other man for a couple of days and then he was supposed to return it before management found out. The subject advised that the man he lent the car to is not answering his phone calls and he has no other way of reaching him. The vehicle has not been recovered. The subject was arrested and taken to TKG.

Battery (Domestic)

Doral Patrol units were summoned to a hotel located in the 3200 Block of NW 107 Avenue regarding a man who had been physically assaulted. Upon arrival the officers met with the victim who advised he and his girlfriend are tourists visiting Miami. They were inside their room drinking alcoholic beverages when they started arguing because he told her he was going out with friends. The argument escalated and turned violent resulting in the woman beating her boyfriend causing visible bruising and a small laceration to the face. The woman was visibly intoxicated when she was arrested. She was transported 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 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

Dec 29-Jan 01-PTO/OFF

4-Monday

- Tyler 311 print out new applicants
- Close out deliveries from T311 system for Jan 5
- Tyler 311 Create list for Jan 5 delivery

- Tyler 311 Create list for Jan 7 deliveries in the AM & PM
- Tyler 311 Close out deliveries in T311 for the Jan 7 AM & PM deliveries
- Doral Park Country Club-delay on HOA schedule
- Sedano's-f/u with GM ongoing 27 subj. removal of fireworks tent belong to plaza in parking lot
- Winn Dixie-new businesses opening in the area, plaza traffic flow
- SAMS-met w/GM new merchandise set up in store and pedestrian flow
- T311 calls to confirm deliveries this week. Orders place prior to holiday break.

Tuesday-5

- T311 logistics in the AM for deliveries
- Publix T311 groceries
- JIS Elementary T311 resident contact
- Vanderbilt x 2 resident contact T311 delivery
- Camden-T311
- Summit-gate check
- Jersey Mikes information on Ribbon Cutting tomorrow/Grand opening fund raising withPP4K

Wednesday-6

- Sergeant at Arms detail
- Karla Bakery-assist with building department on pending inspection process to open
- Closed out Summit fire key not working, final email with pictures sent to Samantha
- Palmera-updated gated for police access
- Follow up with Jersey Mikes on their grand opening and forwarded PP4K fundraiser coupons to Capt.
- Tyler 311 Food delivery changes for deliveries tomorrow afternoon
- Tyler 311 Food delivery follow up for deliveries Jan 12

Training Section

- New Lieutenant's Orientation (training curriculum & riding assignment schedule for details).
- New Sergeant's orientation and riding assignment (will be assigned to an FTS).
- Real-time Center Mandatory Training for accessing resources preparation (LPR, TLO, FACES, RMS, DAVID, NCIC/FCIC, Miami-Dade Locals, GENETEC) & Realistic Scenario.
- Communication Training-coordinating with MDPD Communication Calls takers.
- Second Week of Orientation for PPO Jose Gaston (He was out with COVID).
- Park Ranger-completing the last week of Training (report Writing, Criminal Law, - In preparation for FTO Program and then ride along with Miami Dade Parks for a few weeks.
- CSI Annual Training.
- Coordinate Motors Training Class for (January 25-February 5, 2021) Location: Magic City Casino Times: 0700-1600 by Motors Unit.

Police Academy Week 15:

- (December 29, 2020 – December 31, 2020). The recruit successfully passed the DUI and Traffic Stops exams.

- The recruit participated in calls for service classes and is currently studying for the upcoming calls for service exam.

Office of Emergency Management

- Working with the County EOC and the Florida Department Health ref the COVID-19 vaccine for the elderly and first responders.

Public Affairs

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 59,824 59,698. (126 more followers than last week)
- SOCIAL MEDIA HIGHLIGHT: Over 42,000 impressions and over 700 profile visits on Instagram.
- Promoted multiple city events/initiatives including but not limited to: pp4k/jersey mikes fundraiser, Samsung competition school winning, blood drive, advisory board vacancies.
- Design Projects: Rain Barrel Event flyer, Escrap Event Flyer, Traffic Study Workshop event Flyer, Cultural Arts Center signage,
- Videos:
Published Manolo Valdes new promo video
Published Doral Parks Bond Update video
In production – Keep Doral Beautiful Award video
In production – Doral CARES testimonials video
In production – Police Annual Recap Presentation video

Public Works

- Refurbished Roll Call room at the Doral Police Department. Stripped and waxed floors, patched and painted walls, cable management, and sign/logos installed.
- R&D installed missing ballast and light fixture as part of the Exterior Lighting Upgrade. All fixtures have been installed. R&D passed final Electrical inspection
- Performed walkthrough with PD staff for relocation/refurbish projects of three offices.

Transportation:

- ITB 2020-23 “Year 5A Phase II of the Canal Bank Stabilization Program”: Project began on Tuesday, October 13th. Awarded contractor, ENCO, LLC, has begun excavation and the installation of the geo cell web. Project is located along the Dressel’s Dairy Canal between NW 79th Avenue and the Palmetto Expressway. Contractor has completed the installation of the geo-web to the south bank. Contractor began construction along the north bank and has completed 90% of the stabilization.
- ITB 2020-24 “Stormwater Improvement Sub Basin A-2”: The awarded contractor, Maggoc Inc, began construction on Monday, January 4th. Sub Basin A-2 is located along NW 79th Avenue between NW 14th Street and NW 21st Street.
- NW 41 St. Roadway Construction between NW 87 Ave. and NW 79 Ave. (1/7) Contractor has completed all of its sub-base and is currently working on lime rock base, compaction and densities for all of phase 1B (82nd avenue to 85th).

- NW 112 Ave. (25 - 34 St.) Roadway Construction Improvements. (1/7) Contractor continues the demo of existing curbing, asphalt, structures, etc... on the west side of 112th avenue.