



# Memorandum

---

**To:** Honorable Mayor and City Council

**Date:** May 3, 2021

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

**Subject:** **Weekly Council Update/ April 25 - May 01, 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) Article on San Francisco permit process
- 3) COVID-19
- 4) Vaccines
- 5) EnerGov System
- 6) Zoning Meeting
- 7) July 4th update

- 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 held meeting with Police Legal Advisor, Mr. John Hearn, Esquire.
- 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 attended meeting Miami-Dade County Flood Insurance Study Update with Consultation Coordination Officer.
- City Manager and Deputy City Manager held individual Agenda Review meetings with Council Members for April 28<sup>th</sup>, 2021 Zoning Council Meeting.
- Deputy City Manager held meeting with Parks and Recreation Director, Ms. Erin Weislow, Communications Director, Ms. Maggie Santos, and Chief of Staff, Mr. Jean Carlo Canabal regarding Florida League of Mayor's City Catalyst Grant discussion.
- City Manager and Deputy City Manager attended MDCCMA Meeting with Miami-Dade County Mayor Levine-Cava.

- City Manager and Deputy City Manager along Council Members and City Directors attended April 28<sup>th</sup>, 2021 Local Planning Agency Meeting and Council Zoning Meeting.
- Deputy City Manager held weekly meeting with Parks and Recreation Director, Ms. Erin Weislow.
- Deputy City Manager held weekly meeting with Acting Building Official/Director, Ms. Jane Decker.
- City Manager held weekly meeting with Chief of Police, Mr. Hernan Organvidez.
- City Manager held weekly meeting with Human Resources Director, Mr. John Prats.
- City Manager and Deputy City Manager attended EnerGov Webinar.
- City Manager held meeting with Public Works Director, Mr. Carlos Arroyo and General Services Administrator, Ms. Dulce Pantaleón regarding Adopt-A-Street Program.
- City Manager held meeting with Chief of Police, Mr. Hernan Organvidez, Deputy Chief of Police, Mr. Raul Ubieta, Planning and Zoning Director, Mr. Javier Gonzalez regarding Haunted Houses.
- City Manager held meeting with City Attorney Figueredo to discuss the paint contract.
- City Manager held weekly meeting with Mayor Bermudez.
- City Manager held weekly meeting with Communications Director, Ms. Maggie Santos.
- City Manager held Bond Meeting Process regarding Construction Management with City and AECOM staff members.
- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.
- Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada.
- Deputy City Manager held staff meeting with Acting Building Official/Director, Ms. Jane Decker and Building Development Services Coordinator, Mr. Carlos Diaz regarding Key Tasks & Projects.
- City Manager and Deputy City Manager held meeting with Acting Building Official/Director, Ms. Jane Decker and Building Development Services Coordinator, Mr. Carlos Diaz, Information Technology Director, Ms. Gladys Gonzalez and Assistant Information Technology Director, Mr. Carlos Olivares regarding Preparation -Special Council Meeting
- 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.

- 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 39 people who were observed in public without masks.

## **Capital Improvement Project Manager**

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

- Permitting process is on-going:
  - o Trailer permit in review.
  - o Temporary Parking permit is on-going.
- General Activities:
  - o 35-person crew working this week.
  - o Grade beam and Column foundations excavations, reinforcement placement and formwork are on-going (70%).
    - Third concrete pour started April 28<sup>th</sup> (60 cubic yards).
    - KVC installing formwork for north side retaining walls is on-going.
      - Inspection will occur once block is erected to inspect the rebar in the filled cells and later to monitor the grouting of the cells.
      - Structural inspection by Bermello-Ajamil scheduled for Monday May 3<sup>rd</sup>.
  - o AT&T pull box relocation on-going.
    - Payment required to start box relocation. Waiting on check.
  - o On-going construction submittals/RFI's.
- Weekly OAC Meetings.

### **Morgan Levy Park:**

- Project completed.
- Financial closeout.
  - o Received revised pay application #6. To be processed April 30<sup>th</sup>.

### **White Course Park:**

- Permitting process is on-going:
  - o City of Doral Building Department Master permit in review.
    - Waiting review from Structural.
  - o City of Doral Building Department Temporary Fence permit in review.
    - Waiting on MDC to complete cycle. WASD holding review.
  - o City of Doral Building Department Trailer permit review complete.
    - Waypoint addressing comments.
- General Activities:
  - 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.
  - o Coordination with IT Department for required elements is on-going.

### **Doral Meadow Park:**

- Pergola lap joints warranty work scheduled for June.

### **Doral Central Park:**

- Permitting Process is on-going:
  - o Phase I Soil Improvements review III on-going:
    - Design Team responded to comments on April 26<sup>th</sup>.

- City of Doral Building Department in review.
    - MDC DERM review completed.
      - Pending Tree Bond Permit.
    - MDC Class II and Class IV approved.
  - Phase IV Recreational Center/ Lake Wall Foundation review II is on-going.
    - COD Building Department review complete.
      - Design Team working on responses to comments.
    - MDC DERM under review.
      - Meeting to clarify pollution questions scheduled for April 30<sup>th</sup>.
    - MDC Fire under review.
  - Planning and Zoning Site Plan Review for Phase II & III:
    - MDC Fire approved.
    - MDC DERM approved.
    - Waiting final approval from Planning and Zoning Department.
  - 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.
- General Activities:
  - Weekly OAC meetings on-going.
  - Weekly Coordination meeting with City of Doral Building Department, PMT, Bermello-Ajamil and Kaufman Lynn.
  - Art in Public Places approved for Council Recommendation.
    - Design Team addressing/implementing committee comments.
  - Kaufman Lynn's Phase I GMP revision 5 approved.
    - Administrative Notice to Proceed issued April 29<sup>th</sup>.
  - Phase II and III Bid drawings sent to Kaufman Lynn.
    - Package to bidders to be sent May 10<sup>th</sup>.
  - FF&E coordination is on-going.
    - Interior Design Finishes review meeting with Designers, Parks and Recreation and PMT held on April 26<sup>th</sup>.
  - Precor design update to be presented April 3<sup>rd</sup>.
  - Agreement between City of Doral and Intertek PSI for Construction Material Testing and Inspection signed April 29<sup>th</sup>.

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

- RFP #2021-09
  - Program Management Team Letter of Intent to Procurement and Selection Committee due May 12<sup>th</sup>.

#### **Trail Network:**

- Sharrows Interlocal Agreement submitted to MDC on-going.
- Work Order in review by Consultant.
  - Meeting with H&J to discuss Work Order held on April 28<sup>th</sup>.
    - Consultant to provide green color alternatives.

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

- Permitting Review completed.
  - Payment to be submitted April 30<sup>th</sup>.
- AIA Contract executed April 27<sup>th</sup>.
- Consultant coordination with FPL is on-going.

## **Additional Items:**

- PMT Weekly Status of Projects is on-going.
- Weekly participation on the Park Bond Meetings with City Management and City Staff.
- March Budget Report meeting scheduled for May 3<sup>rd</sup>.

## **Planning and Zoning**

### Occupational Licensing

- 8 Business Tax Receipt renewals for FY 2020-2021 processed this week.
- 33 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: 5
- Building Permits reviewed: 61
- Zoning Inspections conducted: 30
- Site plans reviewed/approved: 1
- Mr. Zafar Ahmed, City Planner was promoted to Assistant Planning and Zoning Director.
- Planning and Zoning Director interviewed (2) candidates for the Planner position.
- Planning and Zoning Director participated in the Bond Meeting Process Re: Construction Management.
- Planning and Zoning Director participated in the Doral Urban3 Review Meeting.
- Planning and Zoning Director participated in a meeting to discuss crosswalk requirements with Miami-Dade County Public Works Department.
- Planning and Zoning Director participated in a meeting to discuss the Bloomberg Grant Draft Application.
- Planning and Zoning Director participated in a Pre-Application Meeting for a new Site Plan at 2525 NW 82 Ave.
- Planning and Zoning Director participated in a department meeting to discuss the May Council Zoning Meeting Agenda Items.
- Planning and Zoning Director participated in the weekly Planning & Zoning Meeting with the Deputy City Manager.
- Planning and Zoning Director participated in a meeting to discuss District 79 Installation of Utilities.
- Planning and Zoning Director attended Zoning Agenda Review Meeting with the Mayor and City Manager.
- Planning and Zoning Director attended April Council Zoning Meeting Agenda Briefing with Councilmembers.
- Planning and Zoning Director participated in the 2nd Floor Leadership Meeting.
- Planning and Zoning Director participated in a Pre-Application Meeting (Covenant) with Doral 107 Center, LLC-3655 NW 107 Ave.
- Planning and Zoning Director participated in a meeting to discuss Doral Square Permit Modification comments-8700 NW 36 ST.
- Planning and Zoning Staff participated in the EnerGov Webinar Discussion.
- Planning and Zoning Director worked on the FY 2022-2026 Five Year Budget Forecast.
- Planning and Zoning Director participated in a Change of Use Pre-Application Meeting-10003-5 NW 41 ST.

- Planning and Zoning Director participated in an Economic Element Draft Meeting with Manuel Pila.
- Planning and Zoning Director participated in a meeting with Doral PD to discuss the House of Horror location and submittal.
- Planning and Zoning Director participated in a meeting with the City Attorney to discuss the EWE Warehouse Investment Site Plan.

### **Economic Development**

- Participated in Florida Economic Development Council (FEDC) Southeast Regional Forum.
- Participated in live radio interview with food journalist Linda Gassenheimer and Greater Miami and the Beaches Hotel Association President Wendy Kallergis on WDNA's 'Food News and Views with Linda Gassenheimer' on Wednesday, April 28, 11:30 a.m.-12 p.m.
- Participated in Miami-Dade Beacon Council's Trade & Logistics Committee Meeting
- Met with Aruban Department of Economic Affairs, Commerce, and Industry re: logistics of presentation at Annual Export Week event on June 8.
- Met with Grow with Google rep and NOXTAK re: participation in Aruban Annual Export Week presentation.
- Completed content for Quarterly Economic Report, began layout with Public Affairs.
- Completed content for business list email re: SBA new Restaurant Revitalization Fund.
- Attended Madeira II at Islands of Doral HOA meeting to present information on Façade Improvement Grant.
- Attended Corsica at Islands of Doral HOA meeting to present information on Façade Improvement Grant.
- Visited American Welding Society headquarters with Councilman Puig-Corve and met with Executive Director/CEO Gary Konarska II.
- Met with Urban3 re: preliminary land value data on industrial districts.
- Met with Doral Yard representative Robyn Baltuch regarding logistics of 'Salute to Red, White and Blue' with 13th Army Band on Memorial Day Weekend in Downtown Doral.
- Met with Antonio Prado re: Business Valuations program update.
- Met with Anthony Noboa, Costa del Sol re: Facade Grant pre-application meeting.
- Met with Rosalind Ramirez, IT re: data for ISO 37120 recertification.
- Met with Orlando Ballestas, Innuvo re: vendor info.
- Met with Farmasi representative re: logistics of groundbreaking event in May.
- Met with Planning and Zoning Director re: schools eligible for PTSA grants in 2021-22.
- Met with Miami International Mall and fulfilled request for Doral hotel data.
- Coordinated ribbon-cutting events for Brown & Brown Insurance, Prision Pals Brewery, LivActive Therapy Center, Residence Inn by Marriott.
- Coordinated Spend Local registration for Home2 Suites By Hilton Miami Doral West.
- Administered ongoing 2020 CBO Grants, Façade Grants, PTSA Grants.

### **Building Department**

- EnerGov Go Live - Hosted & recorded Intro to CSS Part 2 LIVE Webinar; Attended Support Transition Calls

Number of Energov Users who logged into system:

4/28/21	1,800
4/29/21	1,882
4/30/21	1,913

- 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 also due to lack of trained staff to handle volume. Clerical temps are in training and getting IT credentials to be able to use systems.
- Interim Director attended monthly MDC Building Officials' Meeting, MDC Flood Insurance Study Update, LPA/Zoning Meetings, Weekly meeting with DCM, Bond Meeting,
- Permit Clerk interview took place, and one or more selections will be forwarded to the CM/HR for approval.
- Building Department Weekly Stats for week ending 4/23/2021
- PHONES: Data available: 448 Inbound call count for week; 1:00m ave time per call; 14hr+ total time for week
- APPLICATIONS: 154 Online Applications Received (all departments)
- PLANS REVIEWS: 523 Plan Reviews (all departments)
- PERMITS ISSUED: 45 Permits Issued (all departments) with a construction value of \$7.2 million
- INSPECTIONS: 572 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 = 24 mins
- VELARO CHAT PORTAL: 4,522 Online Visitors; 0 engagements; Ave Handle Time: 00:00

### **Code Compliance**

- Director met with Oasis Community to discuss various items of concern.
- Director and Assistant Director held final interviews with top three candidates to fill the 2 vacant Code Compliance Officer positions.
- Director and Assistant Director met to start working on 5-year budget.

### **Finance Department**

- Accounts Payable: Processed 236 invoices; 92 checks were issued for a total of \$763,543.
- Journalized 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 24, 2021.
- Continued working with Bond Council and the City Attorney's office on the City's General Obligation Bonds, Series 2021 issuance.
- Received S & P Global Ratings and Fitch Ratings assigned rating to the City of Doral of AA+.

### **PROCUREMENT**

A total of 31 PO's were created for a total value of \$901,094.

CITY OF DORAL PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 04/28/2021

- 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: 05/20/2021

Status: 10 Firms attended the Pre-Bid meeting.

- 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: 05/05/2021

Status: 12 Firms attended the Pre-Proposal Meeting.

- Solicitation No. and Title: RFP No. 2021-11 – Design-Build Adaptive Re-Use Infrastructure Development

Dept: Public Works

Broadcast Date: 04/15/2021

Due Date / Bid Opening Date: 05/14/2021

Status: 17 Firms attended the Pre-Bid meeting.

- Solicitation No. and Title: RFP No. 2021-12 – Legislative Lobbying Services

Dept: City Manager's Office

Broadcast Date: 04/22/2021

Due Date / Bid Opening Date: 05/25/2021

Status: Pre-Bid Meeting not required.

- Solicitation No. and Title: RFP No. 2021-14 – Disaster Debris Monitoring Services

Dept: Public Works

Broadcast Date: 04/21/2021

Due Date / Bid Opening Date: 05/21/2021

Status: Pre-Bid Meeting scheduled on 04/29/2021.

## **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 June 30, 2021, as a drive-thru service at the Police Training Center on 97th Avenue. Since September 14, 2020, more than 4,389 PCR tests have been administered to City of Doral residents; this includes 147 for the week ending 04/30/2021. 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 207 PCR tests, which includes 12 tests for the week ending April 30, 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 22, 2021, (24) essential personnel/first responders were tested at City Hall.
- To date, 1,781 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

- Building Director, Building Department, Closes on 05/26/2021
- Chief of Engineering, Public Works Department, Closes on 05/26/2021
- Laborer I, Public works Department, Open Continuous
- Mechanical Inspector/Plans Examiner, Building Department, Open Continuous
- Park Ambassadors (Temporary), Parks & Recreation Department, Open Continuous
- Planner, Planning & Zoning Department, Closes on 05/07/2021
- Police Officer, Police Department, Open Continuous
- Structural Plans Examiner, Building Department, Open Continuous

## SPECIAL PROJECTS:

- The Human Resources Department completed its draft revision of the Employee Policies and Procedures Manual and is currently under review by the City Manager.
- HR continues to conduct weekly Customer Service Training. The 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 and maintain a customer focused mindset that is aligned with the City's strategic objectives and value system. The next training is scheduled for May 4, 2021, from 1- 4 p.m.
- The Human Resources Department collaborated with the Building Department to conduct interviews to fill a vacancy for Permit Clerk.
- As part of the budget process, the Human Resourced Department worked with the City Manager to review all departmental requests for new positions and/or changes to existing positions. Requests for any new positions that were approved have been submitted to Evergreen Solutions, LLC for the appropriate classification compensation grade.
- The Human Resources Depart

## NEW HIRES:

- Valentina Balestrini – Licensing Clerk – Planning and Zoning Department, May 3, 2021
- Valerie Cano, Park Ambassador, Parks and Recreation Department, May 5, 2021
- Rainel Sanchez Pino – Help Desk Supervisor – Information Technology Department, May 10, 2021

## PROMOTIONS:

- Planning and Zoning Assistant Director, Zafar Ahmed, effective Monday, April 26, 2021

- Systems Analyst, Eylon Fernandez, effective Monday, April 26, 2021
- Orelvis Beltran Hernandez- Laborer to Facility Maintenance Technician, May 3, 2021

## **Information Technology**

- AV Team setup/supported/broadcasted Council Meeting
- AV Team assisted Solution Center with EnerGov users
- AV Team provided AV support for Finance, PW, PD, PA, and HR Department
- AV Team assisted Help Desk with user issues/tickets
- AV Team Provided pre-bid/bidding recordings to Finance Department
- Public Safety Support - This week, the PD IT created the web certificate needed for the new mobile CAD. IT received training about the new CAD. New CAD has been installed in 2 officers' laptops to test out the functionality and report back any related issues to IT.
- Systems Administration. This Week:  
Review and Keep the backups if they are 100% operational.  
Assisted the security manager to convert shared mailbox to user mailbox to fix the email filtering notification.  
Updated and restarted more servers during the week.  
Fixed Windows Update in development server.  
Fixed Azure sync issue with the helpdesk supervisor.  
Worked with the DBA to fix a database backup issue.  
Assist citizens at the solution center.  
Change the default home page in Internet Explorer and Chrome  
Assist the DBA to work with Microsoft to fix PowerBI issue.  
Meeting with Antivirus and Archiving company to fix attribute issue to archive files.  
Meeting with Microsoft to try to fix the external banner in the emails  
Assist citizens at the solution center.
- Security Manager  
This week, over 65 emails were reported and analyzed for malicious intent. Continued remediating multiple vulnerabilities, increasing the City's security posture. Worked with Sr. Systems Administrator to troubleshoot issues with archiving solution. Gathered relevant information for the Information Technology security audit. Assisted the Building Department by aiding customers in creating or retrieving their user accounts. Assisted Help Desk Supervisor in creating accounts for new contractors.
- Help Desk Support- This week:  
• Resolved support tickets for service and successfully addressed issues, problems, data/video analysis needs, and service affecting events  
• Participated in Cyber Security Range Training  
• Met with vendor and Bonds Project Management team for door access control needs for Doral Cultural Arts Center  
• Modified door schedule for weekend event  
• Setup computers at the solution center to assist citizens with portal access  
• Continue to work on reconciliation of physical inventory of IT equipment
- System Analyst- This week:  
• Assisted citizens with new portal account registration and login  
• Attended EnerGov transitional service call  
• Troubleshot credit card issue with Finance staff and vendor support  
• Troubleshot and created tickets with Tyler support for outstanding issues  
• Compiled all issues into our own ticketing system  
• Troubleshot Bluebeam integration error messages from EnerGov.

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

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

We received new batch of forms, working with all the changes and verification and IT team is updating design of dashboards.

We will be moving CDPlus attachments to EnerGov the week of May 3rd to facilitate user's process.

- Database Administrator:

I.- Attended the Cyber Range Training at the Miami Dade College Cybersecurity Center of the Americas.

II.- Working to update the Planning and Zoning Internal Dashboard requested by the Director, a new metric for Budget was included in the dashboard.

III.- Assisted the Public Safety IT Supervisor in troubleshooting a Backup Issue in one of the PD production servers.

IV.- Attend EnerGov Transitional Services Calls Meeting.

V.- Troubleshooting issue with the Power BI workspace for the Internal Dashboards.

VI.- Migrated to a new Security FTP an existing connection for the LPR's system.

- GIS Administration- This week:

- Continue to conduct systems and communicate with vendor and internal Information Tech team.

- Information Tech Staff meeting.

- Communicated customer support.

- GIS meeting with other city about system.

- As per code compliance dept's request, provided excel sheet in GIS locations based on property information.

- Researched GIS web apps and scripts.

- As per planning/zoning dept's request, assisted with GIS address.

- As per building dept's request, created GIS layer and published it to web map apps internal and external.

- Weekly GIS maintenance.

- Application Development- This week:

- Migrated intranet to SharePoint Online.

- Tested Windows Kiosk mode.

- Created report for CSS usernames.

- Helped customers with CSS.

- Assisted PD with Alarms system.

- Worked with Tyler on EnerGov issues.

- Participated in EnerGov meetings.

- Smart City projects are underway:

- FPL 2 LPR Poles/Public Safety Project:

MDC is currently reviewing updated plans and answers to comments to approve permits of site 26 and 30. City Management has been contacting MDC management for support.

Project is 57 % completed.

- WCCD 37122- New Smart City Certification Project

Updating latest comments on indicators submitted and expecting to get auditor approval 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 have bid opening next week after answering some vendors questions of 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 20% 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

We continue requesting/receiving information to outside county offices for Education, waste and water indicators, while performing and entering and obtaining many data information from websites and external companies this week and will start entering data for profiles, health and other indicators.

Project is 44% 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 contractor in the design/coordination/installation of all IT infrastructure/equipment at Morgan Levy, Cultural Center, White Coarse and Central Park.
- Performed walk through with Vetted Security Solution to discuss scope of work of present and future LPR projects.

## **Parks and Recreation**

- Adult Basketball League continued spring season games at Doral Legacy Park.
- Parks Director attended weekly meetings with the Deputy City Manager to discuss ongoing department items.
- Parks Director & Assistant Director attended meeting with the project management team to discuss interior finishes for Doral Central Park.
- Recreation Coordinator held a meeting with Doral Soccer Club to discuss their new agreement and next season.
- Parks Director attended meeting with the Deputy City Manager, Public Affairs, and the Mayor's Chief of Staff to discuss FL League of Mayor's City Catalyst grant.
- Parks Director attended Bi-weekly South Florida Parks Coalition Meeting with local parks agencies and Miami Dade County Parks.
- Special Needs specialist hosted weekly virtual classes for Doral Sunbursts program with 15 participants per class.
- Special Needs specialist hosted Special Olympics Tennis practice & Soccer practice.
- Silver Club Virtual Bingo Night was held with 23 participants.

- Morgan Levy Park hosted U.S. Citizenship & Immigration Services Information Session on Wednesday April 28th.

## **Police Department**

### Arrests

- Felonies: 11
- Misdemeanors: 8
- Traffic: 2
- Warrants: 2
- DUI: 2

### Traffic Citations

- Hazardous Moving Violations: 298
- Non-Hazardous Moving Violations: 295

### Notable Arrests & Incidents

Armed Robbery (Attempt)

Aggravated Battery

Aggravated Assault with a Deadly Weapon

Battery

In the span of less than one hour Doral Police responded to three incidents in the northern part of the city where residents reported being outside their respective homes when they were approached by a young, light-skinned, black male who physically assaulted them and in the case of one victim, tried to rob him.

In the first incident the two victims were unloading their vehicle when the subject approached them and asked if they could provide him with change for a \$20 bill. Before the victims could react, the subject sprayed them in the face with pepper spray or similar chemical before fleeing in his vehicle. The victims got into their vehicle and gave chase. At the intersection of NW 114 Avenue and 74 Street they caught up to the subject. When they looked at the subject, he pointed an electric stun gun and laughed. The subject fled the scene. The victims sustained minor irritation to their eyes because of the chemical spray.

In the second incident the subject approached the victim in his driveway and demanded that he give him a tennis racket he was holding. The subject then got into a physical struggle with the victim placing him in a headlock while trying to steal a gold chain the victim had around his neck. A neighbor who was outside witnessed the entire incident and when the subject noticed the presence of the witness, he chased him with a machete in hand. The subject then got into his vehicle and fled the scene.

In the third incident the subject ran after the victim threatening him with a machete. The victim got into a vehicle with another person that was on the scene and they fled as the subject chased them. The subject proceeded to ram the victim's vehicle causing considerable damage to both vehicles. The subject fled the scene in his vehicle, which sustained front-end damage and a flat tire.

Detectives responded to the each of the scenes and took statements from the victims as part of their investigation. A B.O.L.O. was issued alerting other units to keep an eye out for the subject and his vehicle. Several hours later a Florida Highway Patrol (FHP) Trooper found the subject sleeping inside his vehicle on the Florida Turnpike near the NW 41 Street exit. The vehicle was partially disabled because of the earlier crash with one of the victims. When the FHP Trooper woke the subject up, he was still armed with the machete he used earlier to threaten one of victims. The subject was detained until Doral Police arrived on the scene.

All the victims identified the subject in question as the one who had attacked them earlier in the evening. The subject was transported to the Doral Police Station where he invoked his right to remain silent. Due to the fact that the subject had no identification and he refused to provide police with his name, he was transported to the Miami-Dade Police Department's Identification Section where he was fingerprinted. A search of the fingerprint database did not yield any results. Consequently, he was transported to TGK where he was booked as a "John Doe" and where he will remain until such a time that his true identity can be verified and can then appear before a judge.

#### Grand Theft

The male victim advised that he was in the outdoor terrace of a hotel located in the 3200 Block of NW 107 Avenue speaking with a young lady he had just met. The victim advised that he took off the rings valued at \$9,700 from his fingers so he could give the woman a foot rub. He stepped away for a couple of minutes while he smoked a cigarette. Minutes later he noticed the woman and his jewelry were gone. He advised hotel security and called police. When Doral Police arrived, they were advised by security personnel that the woman was in her room. Police responded to the room and the woman confessed to having taken the rings. The property was returned to its rightful owner and the woman was arrested and transported to TGK.

#### Grand Theft Auto

##### Burglary

##### Resisting Arrest without Violence

A Doral Police patrol unit conducted a traffic stop on a stolen vehicle in the area of NW 104 Avenue and 52 Street. The driver fled the scene into the Doral Country Club Silver Golf Course and two other occupants in the vehicle were taken into custody without further incident. A perimeter was immediately established to capture the fleeing subject and Miami-Dade Police Department's Aviation Unit responded to assist in the search. Approximately one hour later the subject was located by Doral Police K-9 Units hiding in the backyard of a residence. The subject was taken into custody and treated on the scene for minor puncture wounds sustained after he resisted arrest and the dog bit him. The subjects were all taken to the Doral Police Station for processing. They were charged accordingly and transferred to TGK.

#### 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 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

- 10311 NW 58th St. Divine Savior School Check. New trespass sign for the new school. Met with Mr. Atolf.
- 3940 NW 79th Ave. Avalon (met with property manager regarding Crime Prevention).
- 2600 NW 87th Ave. Crime Prevention meeting.
- 7709 NW 46th St. Crime Prevention meeting.
- 7711 NW 46th St. Safe Cam Presentation.
- 8429 NW 47th St. Crime Prevention meeting.
- 8551 NW 53rd St. #A-105 Crime Prevention meeting.

- 8600 NW 56th St. Safe Cam Presentation.
  - 8245 NW 36th St. #9 Crime Prevention meeting.
  - 1701 NW 79th Ave. Crime Prevention meeting
  - 2315 NW 107th Ave.#30 Crime Prevention meeting
  - 1720 NW 94th Ave. Crime Prevention meeting.
  - 8390 NW 53rd St. Down Town Doral Elementary School, D.A.R.E. taught by S.R.O. E. Fernandez (9:00am-10:00am).
  - 10651 NW 19th St. Renaissance Elementary, D.A.R.E. taught by S.R.O. D. Guzman (10:45am-11:45am).
  - 8455 NW 53rd Terr. Publix (met with Manager)
  - 10311 NW 58th St. Divine Savior Academy, School Check. Contact met with staff.
  - 2900 NW 109 Ave. Safe Cam follow up.
  - 10780 NW 58th St. Sedanos (met with manager)
  - 6010 NW 102 Ave. Safe Cam /We Care Presentation.
  - 2450 NW 97th Ave. Doral Academy Elementary. School Check, Contact met with Staff.
  - 6700 NW 104th Ave. Doral Int'l Academy Math and Science, School Check, Met with staff and Students.
  - 8200 NW 53rd St. Crime Prevention meeting/Safe Cam Presentation.
  - 8300 NW 53rd St. Crime Prevention meeting/Safe Cam Presentation.
  - 8333 NW 53rd St. Crime Prevention meeting/Safe Cam Presentation.
  - 8240 NW 53rd St. Crime Prevention meeting/Safe Cam Presentation.
  - 7450 NW 104th Ave. Safe Cam Follow Up.
  - 8390 NW 53rd St. Downtown Doral Elementary School, D.A.R.E. taught by S.R.O. E. Fernandez (9:00am-10:00am).
  - 10651 NW 19th St. Renaissance Elementary, D.A.R.E. taught by S.R.O. D. Guzman (10:45am-11:45am).
  - 8360 NW 33rd St. Renaissance Middle School. Met with staff.
  - 10171 NW 58th St. Safe Cam follow up.
  - 10780 NW 58th St. sedan's Business check. Met with staff.
  - 10730 NW 74th St. Safe Cam follow up.
  - Downtown Doral Businesses check.
  - Assisting Road patrol with calls for service
  - 10311 NW 58th St. School check and meeting with Noel and Luis on teamwork.
  - 10780 NW 58th St. Sedanos met with manager (Rogelio).
  - 9851 NW 58th St. Safecam follow up.
  - 2494 NW 89th Pl. Business contact and brief on Safe Cam.
  - 8300 NW 53rd St. Security Survey/Safe Cam follow up with Mr. Carlos Cortez.
  - Madeira 2 H.O.A. meeting at Island at Doral.
  - Costa Verde met with Cristina's writer for website Living in Doral reference Neighborhood Watch and Community Policing.
  - Rotary Club met with member of the Rotary Club.
  - 8390 NW 53rd St. School detail. Enforce and educate parents on children crossing the street without supervision and illegal parking.
  - International Mall Business contact and brief on Safe Cam.
  - 7450 NW 104th AVE. Taikin Asian Cuisine. Safe Cam follow up.
  - 10311 NW 58th St. Divine Savior. Contact made with staff and parents.
- Upcoming H.O.A. Meetings
- May 1, 2021 Executive meeting 7:00pm
  - May 13, 2021 Doral Oaks 7:00pm, Doral Greens 7:00pm
  - May 19, 2021 Doral House 3

## Training Section

- Presented the “Autism and the Law Enforcement Response” training course to over 200 officers from Doral Police Department as well as 10 other local police departments. The course was sponsored by the University of Miami and Nova Southeastern University C.A.R.D. project.

## Office of Emergency Management

- Continued vaccination effort at Guadalupe Church for 2nd dose (4/28/2021).
- Created daily reports on Doral COVID-19 cases number information with data provided by the Florida Department of Health, and shared COVID-19 and other information with Directors. Data includes daily number increase of positive cases in Doral.
- Continued providing daily Situational Awareness reports to City Directors.
- Conducted OEM presentation for new DPD officers.
- Attended Miami-Dade County Flood Insurance Study Update with FEMA Consultation Coordination Officer (CCO).
- Continued Hurricane Season preparation outreach on DPD social media platform.

## **Public Affairs**

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 60,887 (15 additional followers)
- SOCIAL MEDIA HIGHLIGHT: Post Engagement on Facebook increased 132% from prior week; Facebook Page Views increased 35% from last week  
\*TOP POST OF THE WEEK- Post with highest reach was regarding City’s recycled electronics program (1.4k)
- Promoted multiple city events/initiatives including but not limited to: CSS webinar, Earth Day highlights, Prospera event, legislative alert (home based businesses)
- Design/Web Projects – Economic Development Quarterly Report
- Summer Doral Life Newsletter under design
- Completed work with grant writer on Bloomberg Asphalt Art Submittal
- Submitted May article for Doral Family Journal
- Event Coordination:
  - o May 4th – White Course Park Groundbreaking
- Videos:
  - Published – Inside Doral – Earth Day Activities
  - Published – Monthly Events Preview for May
  - Published – Spend Local Shop Majical
  - In Production – Doral Shines – Citizen Engagement English
  - In Production – Doral Shines – Citizen Engagement Spanish
  - In Production – Prayer Day Virtual



## **Public Works**

- Repaired damaged Police Trailers where City's barricades are stored.
- Advance Fire conducted the annual fire alarm inspection/certification at the Doral Police Department and Public Works Warehouse.
- Draft LTC of the City of Doral 2nd Place Achievement Award as a "Green Local Government" by the Florida Green Building Council.

## **Transportation:**

- NW 41 St. Roadway Construction between NW 87 Ave. and NW 79 Ave - Contractor has completed 95% of harmonization at the Marriott Hotel, Guardrail installation from 86th to 87th avenue has been delayed until AT&T performs its final re-route installation. FPL will be providing meter to energize streetlights next week.
- NW 112 Ave. (25 - 34 St.) Roadway Construction Improvements - Contractor still working on punch list items. Street light poles are scheduled to be installed next week. Thermoplastic striping is scheduled for next week Monday/Tuesday. School beacon flashers are scheduled to arrive the week of May 7th.
- EAC completed and submitted the Section 8 Traffic Data Collection Report
- Attended the Citizen's Independent Transportation Trust (CITT) Quarterly Report Review Webinar
- Held two virtual meetings to promote the Doral Trolley to the Downtown Doral Upper Charter School