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**To:** Honorable Mayor and City Council

**Date:** December 28, 2020

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

**Subject:** **Weekly Council Update/ December 20 - December 26, 2020**

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## **City Manager's Office**

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

- 1) Recap of the weekend
- 2) COVID-19 Cases - Testing
- 3) Mask Enforcement
- 4) Nutcracker Event - City Hall
- 5) Meeting with Newly Elected official
- 6) Grants - Status
- 7) Hurricane Relief - Central America
- 8) Council Meeting
- 9) Vaccine - Staff
- 10) Early Release

- City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez.
- City Manager and Deputy City Manager along with City Clerk Diaz and City Attorney Figueredo attended a Special Council Meeting with Council Members and City Directors.
- Deputy City Manager held weekly meeting with Economic Developer, Mr. Manuel Pila.
- Deputy Manager held meeting with Public Works Director, Mr. Carlos Arroyo, and Assistant Public Works Director/Chief of Engineering, Mr. Eugene Collings-Bonfill, regarding Parking Ordinance & Fee Sheet.
- City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez and Information Technology Assistant Director, Mr. Carlos Olivares.
- City Manager and Deputy City Manager along with City Clerk Diaz and City Attorney Figueredo held an Agenda Meeting with City Directors to discuss Special Council Meeting on December 21, 2020.
- Deputy City Manager held weekly meeting with Acting Planning & Zoning Director, Mr. Javier Gonzalez.
- Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo.

- Deputy City Manager held weekly meeting with Parks and Recreation Director, Ms. Erin Weislow.
- 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.
- 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 45 people who were observed in public without masks.

### **Capital Improvement Project Manager**

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

- Permitting process is on-going.
- Ground-Breaking Ceremony was held December 18<sup>th</sup>.
- Construction will start January 2021.
- PMT met with MDC DERM on December 18<sup>th</sup>.

#### **Morgan Levy Park:**

- General Construction is on-going.

#### **White Course Park:**

- Permitting process is on-going.
- Updated drawings were re-submitted to City of Doral Building Department on December 23<sup>rd</sup>.
- Contract Negotiation meeting was held on December 18<sup>th</sup>.

#### **Doral Meadow Park:**

- Ribbon Cutting Ceremony was held on December 18<sup>th</sup>.

#### **Doral Central Park:**

- Site Plan Application submitted to City of Doral Planning and Zoning Department on December 22<sup>nd</sup>.
- PMT and Consultants met on December 21<sup>st</sup> with City of Doral Building Department to discuss the Recreation Center Foundation Package.
- PMT and A/E participated on weekly OAC call.

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

- RFP was advertised on December 18<sup>th</sup>.

#### **Trail Network:**

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

#### **Lighting of Trails:**

- Project Design on-going.

## **Trails and Tails Park:**

- Drawings permitting review is on-going.
- ITB was advertised on December 23<sup>rd</sup>.
- Consultant coordination with FPL is on-going.

## **Additional Items:**

- January 2021 quarterly report submitted to City Clerk on December 23<sup>rd</sup>.

## **Building**

- Representatives from the Building Department met with the Design Professionals from the Doral Central Park Project.
- A pre-submittal meeting was held with representatives for the upcoming Downtown Doral 8 story new construction project.
- Representatives from the Building Department met with representatives from Miami Dade County, for the upcoming Sanitary Sewer Pump Station located at 8340 NW 53rd Street.

## Plan Reviews for 12/21/20 – 12/25/20

- Commercial Plan Reviews: 55
- Residential Plan Reviews: 30
  
- Commercial Inspections: 185
- Residential Inspections: 118

## **Code Compliance**

- New Code Compliance Officer, Cesar Romero, started on Monday 12/21/2020.
- Director & Special Magistrate Coordinator met with Facility Manager to discuss improvements for ongoing procedures regarding department mail.
- Director & Assistant Director met with property manager of Oasis Park Square to discuss street lighting concerns in the outskirts of the community.
- Code Compliance Officer conducted visit alongside Doral PD at La Fontana Restaurant to address excessive noise complaints received and remind them of noise ordinance in preparation of the upcoming holiday weekend.

## **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 215 checks for both Business and Residential grants for a total of \$1,022,834.34.
  - Business Grants: 84 checks printed for a total of \$720,351.
  - Residential Grants: 131 checks printed for a total of \$302,483.34
- Accounts Payable: Processed 304 invoices; 196 checks and 5 wire transfers were issued for a total of \$884,388.22.
- 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 12/24/2020

2. A total of 14 PO's were created for a total value of \$345,912.86.

### PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 12/24/2020

- 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 Submittals 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: 25 Firms attended the Pre-Bid Meeting.

- 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: Pre-bid meeting scheduled on 12/17/2020.

- 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;

- 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: Just advertised.

- 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: Just advertised.

- 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: Just advertised.

## **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 1,758 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. No testing on Christmas Day.

### 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, December 17, 2020, (68) essential personnel/first responders were tested at City Hall. To date, Human Resources has received and filed 1,517 COVID-19 PCR test results. To date, 944 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. Testing will be temporarily suspended at City Hall until the new year.

### CURRENT JOB POSTINGS:

- Auto Maintenance Technician, Public Works Department, Open Continuous
- Building Inspector, Building Department, Open Continuous
- Code Compliance Officer I, Code Compliance Department, Closes on 01/05/2021
- Mechanical Inspector/Plans Examiner, Building Department, Open Continuous
- Planner, Planning & Zoning Department, closes on 1/12/2021

- Planning & Zoning Director, Planning & Zoning Department, closes on 01/17/2021
- Police Officer, Police Department, Open Continuous
- Police Records Specialist-Teletype, closes on 01/02/2021
- Structural Plans Examiner, Building Department, Open Continuous

#### SPECIAL PROJECTS:

- HR worked with Evergreen to finalize the employee survey.

#### POLICE SERGEANTS EXAM:

The second part of the Sergeants exam (In-basket component) is scheduled for January 5, 2021

#### PROMOTIONS:

Kevin Sanchez, promoted from Asst Park Manager to Code Compliance Officer effective 12/28

#### NEW HIRES:

Cesar Romero, Code Compliance Officer, start date December 21, 2020

#### APPLICANTS IN THE BACKGROUND PROCESS:

Code Compliance Officer, Edward Zambrano

Police Officer, Jordan Rivera

Police Officer, Jose Carballo

PSA, Dominique Rao

### **Information Technology**

- Maintenance on Council Chambers AV system
- AV Team supported live Council Meeting
- AV Team provided AV support for Finance, PW, PD, PA, and HR Department
- AV Team Provided pre-bid/bidding recordings to Finance Department
- 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

Users perform Conversion verification and provided their results, we created a summary of all differences and sent this table to Tyler for resolution. We schedule assistance for P/Z to finalize the workflows and fees this week. We continue debugging, configuring and testing email notifications to resolve issues of IAA and IO triggers. We continue working on unit testing and new workflows added for department this week. We continue waiting on P/Z to complete testing to start with full system testing.

Project overall is 59% completed

#### • 2019-2020 Tyler 311

We are troubleshooting all post implementation of Tyler311 portal and system with issues from different departments We continue setting technical configurations for a new API for the interface of records with our Dashboard, an notification required plus Tyler modifications for new reporting requirements and dashboard data fields require for management.

Project overall is 94% completed

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

Helpdesk is coordinating upgrade to all users this month. We are still testing recommendation

from Tyler for markups plus finalizing test this week. We are supporting/troubleshooting users which are using Bluebeam currently. We had an explanation of how to ensure markup are showing in Energov and how to proceed within the reviewing stage.

Project overall is 99% completed

- 2019-2020 MyCivic

we are updating Mobile app that was launched. We are meeting weekly to review system features/post implementation while waiting completion of Tyler311 final changes.

Project overall is 99% completed

- 2020-2021 IGinspect and IGenforce applications

We have some 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 69% completed

- 2020-2021 CSS Citizen Self Service

We updated the GIS portion this week with help of Tyler consultant. We are expecting from our First Stakeholder results from their testing of the CSS Screens and Navigation.

Project overall is 81% completed

- 2020-2021 Accounts Receivable System

We 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 77% complete

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

We submitted PO To MCCI and now will start planning stage this month.

Project overall is 14% completed

- 2020-2021 Energov Cashiering Project

Credit Card system was not functioning properly and ensuring it is ready to finalize system configuration/training and we reviewed forms/reports for Cashiering requirements while entering all GL codes . We are updating Project plan/implementation plan with all requirements and dates for configuration.

Project overall is 70 % completed

- Smart City projects are underway:

- FPL 2 LPR Poles:

Horsepower informed They have applied for the permits and 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 final results from new reviser and we have meeting on indicator we can improve; we are now updating some comments provided.

Project is 98% completed

- HRIS New System Project

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 9% completed

- Upgrade Facility Dude Project

We had an evaluation meeting on 3 vendors to decide which is beneficial for City. Waiting 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 Transportation indicator when worksheet is unlocked this month.

Project is 14% completed

- Monitored the network and performed actions based on incidents.
- Participated in the IT weekly meeting.
- Troubleshoot a fiber uplink failure at the PD RTOC Center and guided the PD Tech to a resolution.
- Designed the Network for Doral Meadows Park due to begin of new services and new equipment.
- Provisioned a New Network Switch for Doral Meadows Park to support services addition.
- Phones System configured with a proper announcement (Holidays) due to early release (12/24) and Christmas Eve (12/25).
- Supported the CH Help desk during a Printer Relocation at Doral Meadows Park (included switch provisioning following best practices).
- Analyzed new technologies and keep working on proposals for renewing the network infrastructure.

- Systems Administration. This Week:

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

Weekly Team meeting

Assisted PD to install Visio in office 365 machines.

Meeting with EnerGov and Microsoft to configure their application to send emails

Fixed the indexing issue and archiving

Reconfigured ESRS with Dell.

Reconfigured Police email MX Record to use Forti mail.

Created and applied Group police for City and PD to disable Google Chrome Updates.

Ran December Windows updates in some Windows Servers and restarted.

Grant PowerApps trial license in Office 365 to our DBA to test it.

- Security Manager

This week, over 35 emails were reported by City users and were analyzed for malicious intent. Also, continued to work on the City's vulnerability assessment. Assisted the Human Resources Department in setting an out of office notification. Assisted a user in Public Affairs with their multi-factor authentication while working from home. Continued to work with a third party to implement a spam filter.

- 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

- UKG Kronos upgrade integration follow up meetings

- Assisted access control vendor at Police Department to troubleshoot lobby door

- Modified door schedules to allow Miami City Ballet dancers access to building

- Modified door schedule for the Holidays

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

- GIS Administration- This week:

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



- IT Staff meeting
- Conference meeting with building dept staff about CSS and changed setting
- Users are currently testing CSS.
- Followed up with Miami Dade County.
- Weekly GIS maintenance.
- Database Administrator:
- Working on the Data Conversion Energov Project on:  
Assistant the Users to complete the Test for the First Data Conversion pass, the results of the test were sent to the Tyler Data Engineer.
- Application Development- This week:
- Cleaned up Dynamics CRM storage.
- Assisted PZ, BD and CE with properties.
- Resolved SharePoint list issue.
- Updated 311 email notification for PD.
- Investigated and tested Energov email set up.
- 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.
- Assisted Antonio (IT Tech) with the relocation of the copier/printer at Meadows Park.
- Started with the setup of all exterior cams at Meadows Park.

### **Parks and Recreation**

- Park staff held a meeting with Urban Health Partnership to discuss next steps in the City's Age Friendly Community initiative.
- Park Staff continued to help Finance and Economic Development processing the Doral CARES grant applications.
- Staff attended the COVID vaccine informational meeting.
- Parks director attended January Council meeting agenda briefing.
- Park staff continued to work the Nutcracker Events throughout the week.
- Special Needs specialist hosted weekly virtual classes.
- Special Needs specialist hosted Virtual Secret Santa Gift Exchange.

### **Planning and Zoning**

- On December 21, 2020, the Planning and Zoning Department staff viewed the mandatory Miami Rescue Mission Clinic COVID-19 Presentation.

#### Occupational Licensing

- 179 Business Tax Receipt renewals for FY 2020-2021 have been processed this week.
- 9 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: 7

- Building Permits reviewed: 56
- Zoning Inspections conducted: 30
- Site Plans reviewed: 2
- On December 18, 2020, the Planning and Zoning Department staff attended a meeting with Infinity Engineering Group, LLC. to discuss site plan for the Shell Station at 8701 NW 13th Terrace.
- On December 18, 2020, Acting Planning and Zoning Director attended a meeting with Doral K-8 Public Charter School to review a new site plan at 3500 NW 85th Ct.
- On December 18, 2020, the Acting Director participated in an after action meeting with the City Manager.
- On December 21, 2020, the Planning and Zoning Department staff prepared and submitted items for January, 2021 Council Meeting. A total of seven (7) items were added to the agenda scheduled for January 13, 2021.
- On December 21, 2020, the Planning and Zoning Department staff attended a meeting with the Building Department to discuss a new project for an eight (8) story residential building with parking at 4800 NW 85th Ave. in Downtown Doral.
- On December 22, 2020, the Planning and Zoning Department staff attended two meetings with Holland & Knight LLP. The first meeting was to discuss staff review comments for Kelly Tractor (site plan) and the second meeting was to discuss staff review comments for the Shelton Academy (site plan).
- On December 22, 2020, the Acting Director attended Weekly Meeting with Deputy City Manager to discuss ongoing projects.
- On December 22, 2020, the Acting Director participated in an agenda review meeting with the City Manager.
- On December 23, 2020, the Acting Director attended a meeting with Hazen and Sawyer to discuss the Doral 20 -Year Water Supply Facilities Work Plan Update.
- On December 23, 2020, the Planning and Zoning Department staff attended a meeting with Information Technology (IT) to discuss Energov conversion plan process.

### **Economic Development**

- Administered implementation of Doral CARES Grant application process, updated applications for processing, contacted awardees and disbursed checks.
- Met with owners of Farmasi to inform of the process for new a location in Doral.
- Provided data to Beacon Council new business referral re: Finger Lakes area.
- Administered PTSA Grant and reviewed applications from Doral schools.
- Administered CBO Grant final reports.
- Participated in Miami Rescue Mission vaccine webinar.
- Provided business assistance information, technical support, B2B and support organization referrals, site selection orientation and data to Doral businesses.

### **Police Department**

#### Arrests

- Felonies: 10
- Misdemeanors: 12
- Traffic: 2
- Warrants: 4
- DUI: 2

#### Traffic Citations

- Hazardous Moving Violations: 235

- Non-Hazardous Moving Violations: 205

## Notable Arrests & Incidents

### Domestic Battery by Strangulation Aggravated Battery

Doral Patrol units were summoned to the area of SW 40 Street and S.R. 826 in unincorporated Miami-Dade County by an off-duty Miami Police officer who had been flagged down by an Uber driver regarding a domestic battery that had occurred in Doral. The Uber driver advised that he picked up a young woman in Doral and a few minutes later as he was driving south, he noticed that the woman was crying and bleeding from the head. The driver saw a Miami Police vehicle and sought assistance. The off-duty Miami Police officer requested that Doral Police respond since the woman advised that she had been physically assaulted in Doral. Doral Police responded and transported the woman back to the Doral Police station. The woman advised that she and her boyfriend of one year got into a verbal argument and he accused her of being unfaithful. He began to strike her on the face demanding that she admit that she had been cheating. He then proceeded to grab her by the neck and started to strangle her. She advised police that she admitted that she had been unfaithful in order to get him to stop beating her. Eventually the boyfriend feels asleep and she was able to leave the hotel and get in the Uber. Doral Police detectives responded to the hotel located in the 3300 Block of NW 87 Avenue where they found the boyfriend and arrested him. He was transported to TGK.

### Organized Fraud Grand Theft

Doral Police arrested a woman for engaging in a scheme to defraud resulting in losses to the victim in excess of \$3,200. The subject was an employee of the Walmart (victim) located in the 8600 Block of NW 13 Street. From July to December of 2020 the victim illegally loaded funds into various gift cards and then made purchases. The subject's illegal conduct was captured on the store's CCTV surveillance system. The subject was charged accordingly and transported 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 on a daily basis and posted on matters of public safety and community affairs that may be of interest to our community.
- As chairperson of the Awards Committee, the PIO reviews and maintains all commendations and nominations of departmental employees for future consideration.
- The PIO compiled the statistical data and arrest reports and prepared the Weekly Highlights Summary which is sent to the City Manager's Office.
- The PIO handled other tasks assigned by the Chief's Office.

## Neighborhood Resource Unit

### Thursday -17

- Tyler 311 Covid 19 food support program-changes deliveries from today to Monday
- Landmark-T311 Covid 19 food deliveries resident contact

- Vanderbilt-T311 Covid 19 food deliveries-resident contact
- Costa Verde T311-covid 19 food deliveries
- Add on to Tyler 311 Covid Food program 12-21&22
- Meeting with 610-620 & 624

#### FRIDAY-18

- Doral Publix Commons-logistic T311
- Safecam logs

#### MONDAY-21

- Publix Doral Commons-T311 logistics
- Sedano's meeting with Rogelio GM in regard to unreported 27 subj ongoing issue. See Something Say Something
- Vanderbilt-T311 food delivery
- Landmark-T311 resident contact
- Townhomes of Doral Oaks-resident contact
- Tyler 311-closed delivery in T311 for 21 & 22
- Tyler 311-create new calling list for Jan 5, 7, 9
- Tyler 311- create final list for delivery 21 & 22
- Tyler provide new calling leads for Jan 5,7, 9

#### Tuesday-22

- T311-logistics –for today
- NW 87 Av & 58 St. Met w/ Lilian in regards to Jose out w/Covid 19 offered T311 lives in Vanderbilt need address, La Esquina Del Lechon and gas station NW 79 av & 36 St & GNC stores in Doral
- Publix Doral Commons-T311
- Costa Verde-resident contact
- TH of Doral Oaks- resident contact
- Greens @ Doral –resident contact
- Promenade –illegal dumping responded to SO and HOA
- Doral House 3 SafeCam, and disabled parking
- Amli follow up with resident in case 201031018911

### **Public Affairs**

- Followers across our social media platforms (Facebook, Twitter, Instagram) have now reached 59,698. (90 more followers than last week)
- SOCIAL MEDIA HIGHLIGHT: Facebook post reach increased 24% from last week; Facebook engagement increased 43% from last week.
- Promoted multiple city events/initiatives including but not limited to: change to COVID testing hours, holiday closures, blood drive, job opportunities
- Film Permit execution
- Design Projects: Winter newsletter design completed
- Videos:  
Released Mayor & Council Holiday Messages

Released Inside Doral -Swearing-in  
Released PD BBQ vid

## **Public Works**

- Set up and breakdown Covid-19 Testing at the Training Center.
- Advance fire repaired damaged Fire Panel at the Doral Training Center. Fire system is fully operational.
- Repaired pump I underground electrical connection at the Police Department.
- Cleaned and disinfect the Government Center 3rd floor, Police Training Center, and the Police Department due to some employees testing positive for COVID-19.
- Installed new Mayor and Council-Member photos at the Doral Government Center, the Police Station, and the Doral Training and Community Center.
- Repaired car wash equipment at the Doral Public Works Warehouse. A broken hose was replaced. Unit is fully operational.
- Simply Backflows inspected and Certified backflows and raisers at the Government Center, the Police Department, and the Training and Community Center.

## **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 70% of the stabilization.
- ITB 2020-31 “Stormwater Improvement at Sub Basin H-8 Phase II”: Bid Opening took place on Tuesday, December 22nd at 10AM. Award recommendation will be presented to the Mayor and City Councilmembers during the January 2021 Council Meeting.