

MEMORANDUM

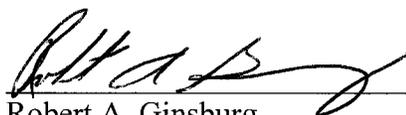
Not On
Agenda Item No. 8(O)(2)(A)

TO: Honorable Chairperson Barbara Carey-Shuler, Ed. D. **DATE:** June 22, 2004
and Members, Board of County Commissioners

FROM: Robert A. Ginsburg
County Attorney

SUBJECT: Resolution Amending A.O.
7-33, Relating to Rates for
Special Off-Duty Fire Rescue

The accompanying resolution was prepared and placed on the agenda at the request of Commissioner Joe A. Martinez.



Robert A. Ginsburg
County Attorney

RAG/dc



MEMORANDUM
(Revised)

TO: Hon. Chairperson Barbara Carey-Shuler, Ed.D.
and Members, Board of County Commissioners

DATE: June 22, 2004

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County Attorney

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Please note any items checked.

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"4-Day Rule" ("3-Day Rule" for committees) applicable if raised

6 weeks required between first reading and public hearing

4 weeks notification to municipal officials required prior to public hearing

Decreases revenues or increases expenditures without balancing budget

Budget required

Statement of fiscal impact required

Bid waiver requiring County Manager's written recommendation

Ordinance creating a new board requires detailed County Manager's report for public hearing

Housekeeping item (no policy decision required)

No committee review

Approved _____ Mayor
Veto _____
Override _____

Not On
Agenda Item No. 8(O)(2)(A)
6-22-04

RESOLUTION NO. _____

RESOLUTION AMENDING ADMINISTRATIVE ORDER 7-33, RELATING TO RATES FOR SPECIAL OFF-DUTY FIRE RESCUE SERVICES

WHEREAS, Section 2-56 of the Code of Miami Dade County authorizes firefighters to engage in off-duty employment under certain conditions; and

WHEREAS, the Code authorizes the Board to set pay rates for such off-duty employment; and

WHEREAS, such rates are in need of adjustment to ensure adequate compensation of employees performing off-duty work,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that Administrative Order 7-33, Rates for Special Off-Duty Fire Rescue Services, is amended as indicated in the Administrative Order attached and incorporated herein.

The foregoing resolution was sponsored by Commissioner Joe A. Martinez and offered by Commissioner _____, who moved its adoption. The motion was seconded by Commissioner _____ and upon being put to a vote, the vote was as follows:

Dr. Barbara Carey-Shuler, Chairperson	
Katy Sorenson, Vice-Chairperson	
Bruno A. Barreiro	Jose "Pepe" Diaz
Betty T. Ferguson	Sally A. Heyman
Joe A. Martinez	Jimmy L. Morales
Dennis C. Moss	Dorin D. Rolle
Natacha Seijas	Rebeca Sosa
Sen. Javier D. Souto	

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Dr. Barbara Carey-Shuler, Chairperson	
Katy Sorenson, Vice-Chairperson	
Bruno A. Barreiro	Jose "Pepe" Diaz
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Joe A. Martinez	Jimmy L. Morales
Dennis C. Moss	Dorrin D. Rolle
Natacha Seijas	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 22nd day of June, 2004. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency. 

Lee Kraftchick

A.O. No: 7-33
Ordered:
Effective:

ADMINISTRATIVE ORDER
MIAMI-DADE COUNTY

RATES FOR SPECIAL OFF-DUTY FIRE RESCUE SERVICES

AUTHORITY: Section 4.02 of the Miami-Dade County Home Rule Amendment and Charter and Section 2-56 of the Code of Miami-Dade County.

SUPERSEDES: This Administrative Order supersedes previous administrative order 7-33, dated December 20, 1994.

POLICY: Section 2-56 of the Code of Miami-Dade County allows for the assignment of off-duty County personnel to provide fire services. It is the policy of Miami-Dade County that the rates to be charged for such services shall be adequate to compensate off-duty County employees for their services, and also to enable the County to recover the fringe benefits and administrative costs associated with these assignments.

PROCEDURES: Fire Protection and Rescue Watch

The following hourly rates will be paid to employees:

<u>Classification</u>	<u>Hourly Rates</u>
Firefighter	\$28.00
Fire Lieutenant	\$30.00
Fire Captain	\$33.00
Fire Chief Officer	\$36.00

These rates shall be adjusted once every two fiscal years to keep pace with the national consumer price index rate of inflation. Adjustments shall be rounded to the nearest dollar amount.

The vendor contracting for off-duty services pays the employee rate plus the prevailing rates for social security (FICA and MICA), special risk retirement and an administrative surcharge to cover the cost of providing the service.

**TOTAL CHARGE
TO PERMITTEE:**

A surcharge of five percent (5%) will be charged to the permittee to cover the County's direct costs of processing and recording off-duty services. The sum of the three charges (employee rate of pay, social security and retirement benefits, and surcharge) is to be rounded to the nearest twenty-five cents (\$0.25) and charged for each hour or fraction thereof of service provided.

MINIMUM CHARGE:

The minimum charges for off-duty services shall be the amount applicable for three (3) hours of service.

TIME OF SERVICE:

Hourly charges for off-duty services will be calculated from the starting time and location agreed upon by the permittee and the department issuing the permit, through the time of completion of the required services, exclusive of travel time required for the employee(s) to report for their assignment, and exclusive of travel time from the location associated with the completion of services to subsequent personal or other official destination of the employee(s).

**UTILIZATION OF
VEHICLES:**

The charge for the use of County vehicles in connection with off-duty assignments shall be four (4) dollars per hour or \$.053 per mile, whichever is greater. If special equipment, such as boats, aircraft or fire apparatus is involved, the department shall set charges based on known operating costs or upon prevailing private sector rates for such equipment.

**COLLECTION OF FEES
AND PAYMENT TO
EMPLOYEES:**

The department shall be responsible for providing permittees with information as to the current applicable fringe benefit rates and other charges, and for collecting all monies due from the permittee in accordance with departmental procedures. Accounts thirty (30) days in arrears may be subject to finance charges up to the

maximum legal rate. In no instance shall the employee(s) performing the service be permitted to receive or required to assist in the collection of any monies due the department from the permittee. Personnel performing off-duty services shall be fully compensated in the paycheck for the pay period during which the off-duty services were provided, or in the immediately following paycheck. Permittees may be required to leave a deposit of up to 100% of the projected cost of the service.

This Administrative Order is hereby submitted to the Board of County Commissioners of Miami-Dade County, Florida.

George M. Burgess
County Manager