

MEMORANDUM

Agenda Item No. 8(N)(2)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: December 12, 2023

FROM: Geri Bonzon-Keenan
County Attorney

SUBJECT: Resolution approving reimbursement for loss of personal property, pursuant to the provisions of section 2-11.13 of the Code and Administrative Order No 7-23, to Department of Transportation and Public Works Facilities Equipment Technician Grace Stallworth-Papino in an amount not to exceed \$4,075.69

The accompanying resolution was prepared by the Transportation and Public Works Department and placed on the agenda at the request of Prime Sponsor Transportation, Mobility and Planning Committee.


Geri Bonzon-Keenan
County Attorney

GBK/ks

MDC001

Memorandum



Date: December 12, 2023

To: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

From: Daniella Levine Cava *Daniella Levine Cava*
Mayor

Subject: Request for Reimbursement to County Employee for Loss of Personal Property

Executive Summary

The purpose of this item is for the Miami-Dade Board of County Commissioners (Board) to approve payment in the amount of \$4,075.69 to Department of Transportation and Public Works (DTPW) Facilities Equipment Technician, Grace Stallworth-Papino, as reimbursement for loss of personal property incurred in connection with her employment. This reimbursement request complies with Section 2-11.13 of the County Code, which sets forth the policy of providing reasonable reimbursement to County employees for the loss or damage to their personal property when the (1) loss or damage was incurred in the discharge of the employee's duties on official County business; (2) loss or damage was not otherwise compensated or reimbursed; (3) loss or damage was not the result of the employee's negligence; (4) loss or damage was not caused by the negligence or willful act of a third party who is liable for said loss or damage, or that if said loss or damage was caused by the negligence or willful act of a third party that it would be unreasonable to expect the employee to attempt recovery from said third party; and (5) the amount or reimbursement for the loss or damage is reasonable. That policy includes execution of a subrogation agreement which shall be complied with.

Ms. Stallworth-Papino discovered her toolbox missing from her worksite when she arrived on June 5, 2022; soon thereafter, a police report was issued and a Notice of Loss was submitted, which was reviewed and approved for reimbursement by the required County departments – Office of Management and Budget (OMB), Internal Services Department (ISD) Risk Management and DTPW.

Recommendation

It is recommended that the Board approve a tool reimbursement request in the amount of \$4,075.69 to compensate DTPW Facilities Equipment Technician, Grace Stallworth-Papino, for loss of personal property. In accord with Section 2-11.13 of the County Code and Administrative Order No. 7-23, OMB, ISD Risk Management and DTPW reviewed and approved Ms. Stallworth-Papino's Notice of Loss claim.

Fiscal Impact/Funding Source

The fiscal impact to the County is in the amount of \$4,075.69. The reimbursement will be funded through DTPW's Operating Fund.

Track Record/Monitor

DTPW's Chief Financial Officer, Melvin Cartagena, will oversee the reimbursement to Grace Stallworth-Papino.

Delegated Authority

There is no delegation of authority associated with this item.

Background

Pursuant to Section 2-11.13 of the Miami-Dade County Code and Administrative Order No. 7-23, it is the policy of the County to provide reasonable reimbursement to County employees for the loss of damage to their personal property. Employees whose job assignments entail the possession of a prescribed list of tools will be reimbursed for the loss of those tools upon affirmation by their supervisor that the employees did in fact possess the

required tools. Employees who bring to work tools other than such required tools, and who would wish to be reimbursed for these other tools in case of their loss, must have on file with their supervisors current itemized listings of such tools, and, in case of their loss, the supervisors must affirm that to the best of their knowledge, said tools were among the items lost. Without such a list and affirmation by the supervisors, no reimbursement will be made for the loss of tools that employees are not required to have on the job.

On June 5, 2022, at approximately 6:15am, DTPW Facilities Equipment Technician, Grace Stallworth-Papino, discovered her toolbox missing when she arrived at her worksite. More specifically, the passenger door lock of her work van was damaged and the black toolbox was missing. DTPW submitted a tool reimbursement request on April 23, 2023 for Ms. Stallworth-Papino, including a cost itemization of the stolen tools, totaling \$4,075.69.

This reimbursement claim satisfies County policy for such requests as the loss was incurred in the discharge of Ms. Stallworth-Papino's duties, was not due to her negligence and could not otherwise be compensated. OMB, ISD Risk Management and DTPW have reviewed and approved this tools reimbursement request.



Jimmy Morales
Chief Operations Officer

	ITEM DESCRIPTION	NUMBER OF ITEMS	TOTAL AMOUNT
1	Tekton 2938 Quick-Change Power Nut Drive Bit set	1	\$8.35
2	Best Way Tools 88400 replacement double end screwdriver bit	2	\$10.76
3	Ares 3" Impact Grade Socket Adapter/Extension Set	1	\$8.40
4	#6 Spanner Screwdriver	1	\$17.73
5	Vega V32-1TP 32 Piece Tamper Proof Screwdriver Bit Set	1	\$39.99
6	24-Piece Premium Bungee Cord Assortment in Storage Jar	1	\$11.99
7	Steel Flat Washer	1	\$6.70
8	ABN Impact Nut Driver Tool Set	2	\$57.76
9	Gardner Bender FPE-207 Inch Fuse Puller	1	\$6.59
10	LICHAMP 25-Piece Allen Key Set Folding	1	\$19.99
11	Milwaukee Voltage Detector with LED 2-pack	2	\$52.42
12	Safety Harness Fall Protection Kit	1	\$49.01
13	ARES 44000-10-Piece Tamper-Proof Folding Star Key Set	1	\$15.00
14	Safeskin Nitrile Disposable Gloves in POP-N-GO pack	2	\$29.94
15	Tekton 2841 Everybit Ratchet Screwdriver, Electronic repair kit	1	\$35.14
16	Black+Decker 20v Lithium Impact driver	1	\$61.47
17	Wiha 76096 Hex Inch Power Blades Bit Set	1	\$26.79
18	7pc Long Reach SAE Hex Bit Set with 1/4" Hex Shank Steels	3	\$19.83
19	Milwaukee 2202-20A Voltage Detector with LED 2-pack	1	\$31.42
20	Neiko Extra Long Security Bit Set/36 PC 3" Long 1/4 screwdriver bit set	2	\$43.65
21	Milwaukee 48-22-4251 1in. Mini Copper Tubing Cutter	1	\$39.98
22	Milwaukee 1-1/2" Constant Swing Copper cutter 48-22-4252	1	\$65.39
23	Milwaukee 48-22-6330 Tongue and Groove Pliers Set	1	\$41.27
24	Milwaukee 48-22-7400 6 In. & 10in. Adjustable Wrench Set	1	\$44.58
25	ANTRobot Upgraded 12V 2500mAh Lithium Replacement battery	1	\$27.89
26	Milwaukee 48-22-4040 Jobsite Offset Scissors	1	\$37.49
27	KINDEN 2-in-1 Compact Wall charger, Car Charger	1	\$12.99
28	CO-Z 5pcs Hss Cobalt Multiple Hole 50 Sizes Step Drill Bit Set	1	\$21.89
29	LICHAMP Precision Socket and Open-End Wrench Set	1	\$13.77
30	Milwaukee Zipper Pouches (3 pack)	1	\$27.12
31	5x20 Quality Canvas 9 oz, Drop Cloth Runner	1	\$20.95
32	Black & Decker 20V Max Lithium 2 Speed Drill/Driver	1	\$42.39
33	Gardner Bender GST-70M Wire Stripper/Crimper, Pack of 4	1	\$29.01
34	Milwaukee Bucket-Less Tool Organizer	1	\$42.52
35	Diamond Tipped Power Engraver Pen	1	\$7.91
36	Wilmar W30897 Electrical Screwdriver Set, 7-Piece	1	\$20.92
37	Amico 4mm spanner Screwdriver Bit Hand Tool set 10 pcs	1	\$8.54
38	Milwaukee Insert Bit Screw Driving Set, 20 piece	1	\$12.34
39	Eclipse SD-2404 Spanner Screwdriver Set	2	\$38.98
40	5mm Magnetic Tip Screwdriver/ Red Clear handle Screwdriver	3	\$10.55

41	Eastwood 29 Piece Bit Ratchet Set	1	\$21.39
42	Fluke C33 Soft Carrying Case	1	\$29.95
43	Soyoo Women's Rain Wear Long Coat EVA Pink Non-disposable	1	\$16.44
44	Milwaukee 9pc Sawzall Blade Kit	1	\$18.99
45	Home Depot - 37" Rolling Tool Box Utility Cart	1	\$99.88
46	Husky 15-In-1 Screwdriver/Nut Driver	2	\$34.16
47	Milwaukee 3 Piece Screwdriver Set/Gardner Bender Wire Stripper	2	\$54.10
48	Milwaukee 2457-20 M12 Cordless 3/8" Sub-Compact RPM Ratchet	1	\$73.95
49	Milwaukee Electric Tool Packout Storage Tote	1	\$65.00
50	Milwaukee 1/2-Inch All Hex Extension	1	\$10.99
51	Hautmec 4 Way Sillcock Key/30 Pack Black Steel Hooks Handandy work gloves/ 500Pcs Electrical Orange Wire Connectors/ 500	2	\$28.98
52	Pcs Yellow Electrical Wire Screw terminal Connectors	3	\$77.02
53	6-Inch Metal/Wood Saw Blades/ Milwaukee Insulated ratcheting box Headlamp Rechargeable, lumen super bright LED head lamp 2 pack motion	2	\$88.73
54	sensor	1	\$22.46
55	NXG 6 pack 5.25 heavy duty solid stainless steel S hooks Flexon 5/8 in by 25 foot reinforced garden hose/ Fluert Power 14	3	\$35.97
56	submersible Utility pump	2	\$55.89
57	Crescent Brand 11 PC Adjustable Wrench set	1	\$43.87
58	Roblock Rubbre Tarp Straps - Bungee Cord with Hooks (10 pack)	1	\$19.99
59	Home Depot - 3lbs Fiberglass Drill Hammer	1	\$18.97
60	Milwaukee - Demolition Driver Set	1	\$22.21
61	Home Depot - 16" Groove Joint Pliers	1	\$19.97
62	Pittsburgh 16" Demolition Screwdriver Set, 2PC	1	\$9.99
65	Home Depot - 25 ft. Compact Auto Lock Tape Measure	1	\$14.97
66	Home Depot - Wide Blade Tape Measure w/ 17 ft. Reach	1	\$39.97
67	CONFAST 1/4x2-1/2 Hammer Drive Nail in Anchor	1	\$36.37
68	SEDY 42 Pieces Mini Ratchet and Bit Set	1	\$21.39
69	Neiko Toilet Plunger with Patented heavy duty	1	\$16.89
70	Blue Winged Electrical Wire end Connector/ 500 PCS Red wire Connector	3	\$63.50
71	Prosourcefit Exercise Balance Pad	1	\$21.58
72	Milwaukee Elec Tool Framing Hammer	1	\$32.09
73	ZipTape Mity Mark 0-9 Wire Marker Dispenser	1	\$16.79

74	Sloan A-50 Super-Wrench/ RIDGID 31305 Model Hex Wrench	2	\$55.94
75	Hex Head Allen Bits 2" Quick Release Shank 8pc Set	1	\$11.89
76	Milwaukee 6 In 1 Diagonal Pliers 8-in	1	\$87.38
77	Apex Tool Group Crescent 24-In Adjustable Pry bar/ Crescent 18-In Flat Pry bar/ Crescent 11-In Nail Pulling Pliers	3	\$81.06
78	STEELMAN 9 Piece Folding Hex Key Set	1	\$9.99
79	Crescent 18x18 In Indexing Flat Pry bar/ Briggs and Stratton quick connect turbo spray nozzle	1	\$21.26
80	Pelican Pail Line/Pelican Hand-Held Pail w/ Brush Magnet	2	\$15.25
81	Husky Mechanics Tool Set	1	\$139.00
82	Drive Pin Striker Tool/ Slip On Handles	5	\$60.79
83	Sears - 12PC NUT Driver w/Pouch/ Meter Case, Fluke/ Etc Pouch	3	\$109.11
84	Lowe's - Kobalt 28-PC All PURP KN (Utility Knife Set)	1	\$15.88
85	American Fasteners Corp - 9' Lineman's Plier/ Straight Cut Aviation Snips/ 12	3	\$86.32
86	Sears - Craftsman 16" Heavy Duty Combination Square	1	\$20.65
87	Sears - ELCTRN Tool, Craftsman/ Craftsman, 2AA rubber gl/ EVOLV nut, 1 tools/ Wrench Set, 3 PC ADJ, SET NUTDRIVER ST 7 PC STD	5	\$88.23
88	Sears - Pliers 3 PC Locking/ Pliers ST 3PC CRFT H	2	\$84.63
89	Sears - Neiko 32 Pieces 8-Inches Extra Long Security Bit Set for Screwdriver	1	\$31.79
90	American Fasteners Corp - Sawzall /Diagonal Cutter/Long Nose Wire Plier	8	\$121.57
91	American Fasteners Corp - 7PC Hollow Nut Drive Set	1	\$72.76
92	Sears - Wrench Set	3	\$49.53
93	Sears - Craftsman Tools	6	\$136.78
94	Sears - Wrench Set 8PC/6 Pt MM 9PC/22PC Magnetic Drive	3	\$54.56
95	Sears - Wrench Pipe Cutter	2	\$65.15
96	Sears - Sockets/21 PC Drive Tool/Universal Socket	4	\$77.81
97	Sears - Wrenc-Flat Ratchet/Wrench .5/8x3/4 Ratchet	3	\$24.85
98	Sears - Hammer/Wedge Bar/16 PC Punch Chisel	3	\$67.55
99	Home Depot - 9.5" Crimping Plier	1	\$27.97
100	Home Depot - 7.75" Electrician Wire Stripper Pliers	1	\$14.97
101	Home Depot - 9" High Leverage Lineman's Pliers	1	\$24.97
102	Home Depot - 9-In-1 Square Drive Ratcheting	1	\$29.97
103	Home Depot - 8" Long Nose Pliers	1	\$19.97
104	Home Depot - 7" Ballist Torpedo Level	1	\$30.97
105	Home Depot - 4 Piece Precision Screwdriver Set	1	\$15.97
106	Home Depot - Heavy Duty Riveter	1	\$25.97
107	Home Depot - Rivet Kit (120 Piece)	1	\$10.27
108	Milwaukee - Smooth Folding Knife	1	\$21.10
109	Storage Box	1	\$33.99

TOTAL:

\$4,075.69



MEMORANDUM
(Revised)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: December 12, 2023

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(N)(2)

Please note any items checked.

- "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
- Statement of social equity required
- Ordinance creating a new board requires detailed County Mayor's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's present ____, 2/3 membership ____, 3/5's ____, unanimous ____, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) ____, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) ____, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) ____) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 8(N)(2)
12-12-23

RESOLUTION NO. _____

RESOLUTION APPROVING REIMBURSEMENT FOR LOSS OF PERSONAL PROPERTY, PURSUANT TO THE PROVISIONS OF SECTION 2-11.13 OF THE MIAMI-DADE COUNTY CODE AND ADMINISTRATIVE ORDER NO 7-23, TO DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS FACILITIES EQUIPMENT TECHNICIAN GRACE STALLWORTH-PAPINO IN AN AMOUNT NOT TO EXCEED \$4,075.69

WHEREAS, this Board desires to accomplish the purpose outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board approves payment, in an amount not to exceed \$4,075.69, to Miami-Dade County Department of Transportation and Public Works Facilities Maintenance Division employee, Grace Stallworth-Papino, Facilities Equipment Technician, claiming reimbursement for loss of personal property incurred in connection with her employment, such reimbursement to be made in accordance with the provisions of section 2-11.13 of the Miami-Dade County Code, and with the procedures established in Administrative Order No. 7-23.

The foregoing resolution was 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:

Oliver G. Gilbert, III, Chairman
Anthony Rodríguez, Vice Chairman

Marleine Bastien	Juan Carlos Bermudez
Kevin Marino Cabrera	Sen. René García
Roberto J. Gonzalez	Keon Hardemon
Danielle Cohen Higgins	Eileen Higgins
Kionne L. McGhee	Raquel A. Regalado
Micky Steinberg	

The Chairperson thereupon declared this resolution duly passed and adopted this 12th day of December, 2023. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.

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

JUAN FERNANDEZ-BARQUIN, CLERK

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

D.P.C

Dale P. Clarke