



# MIAMI BEACH

OFFICE OF THE CITY MANAGER

NO. LTC # 111-2010

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LETTER TO COMMISSION  
CITY MANAGER'S OFFICE

TO: Mayor Matti Herrera Bower and Members of the City Commission

FROM: Jorge M. Gonzalez, City Manager

DATE: April 14, 2010

SUBJECT: Status of Automatic External Defibrillators (AEDs) Installation in City Hall

The purpose of this Letter to Commission (LTC) is intended to provide you with information relating to the status of the placement of Automatic External Defibrillators (AEDs) in City Hall and other City Buildings, and to provide you with a copy of the City of Coral Gables' ordinance relating to AEDs (attached).

As requested at the February 16, 2010 Neighborhoods/Community Affairs Committee, the staff immediately proceeded to order an AED to be placed in City Hall for the purposes of being readily available in the event of an emergency. Our Fire Department evaluated appropriate locations, such as locations where this expensive equipment would be easily accessible, but could be monitored for security purposes.

As such, it was concluded that the equipment will be placed in the 4<sup>th</sup> floor lobby area, which is within view of both the Mayor's Office and Manager's Office reception areas. While the AED was purchased soon after the meeting, we have been waiting for the cabinet where it is to be placed (with a security mechanism). We expect the equipment to be installed next week.

The report to the next Neighborhoods/Community Affairs Committee will include other potential locations for AEDs in city buildings, as requested. Please know that we are pursuing grant funding to assist in the purchase of additional AEDs for city facilities.

As always, please feel free to call me should you have any questions or require additional information.

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## The City of Coral Gables

Fire Department  
2815 SALZEDO STREET  
CORAL GABLES, FLORIDA 33134

March 17, 2008

Dear Business Owner:

On July 17, 2007, the Coral Gables City Commission passed and adopted City Ordinance 2007-21 which requires the installation of Automated External Defibrillators (AED) in certain establishments within the City. The ordinance provides that existing buildings required to have the AEDs should comply with the installation by January 15, 2008.

To assist you in determining if your establishment is required to have an AED, included in this package is a copy of the ordinance which outlines in Section 1 the type and size of establishment which must install the device. The Coral Gables Fire Department will also assist you in making the final determination if the device is required.

In the event you are required to purchase an AED, please ensure the vendor you select for the purchase includes the necessary medical prescription and training. Once the AED is purchased and prior to installation, the vendor should assist you in completing a notification letter (attached) that complies with Florida Statute 76.1325, the *Cardiac Arrest Survival Act*. This notification should be faxed to the Coral Gables Fire Department at 305-460-5583. Once the AED is installed and the Fire Department is notified, an initial inspection and subsequent yearly inspections will be conducted to ensure compliance.

For your convenience, the Fire Department has provided the website to the American Heart Association [www.americanheart.org/presenter.jhtml?identifier=3020077](http://www.americanheart.org/presenter.jhtml?identifier=3020077) which includes a list of AED manufacturers. The City of Coral Gables does not endorse any specific manufacturer or vendor. You are encouraged to seek competitive quotes or locate a vendor that best suits your needs.

Please feel free to contact Laura Rodriguez, Public Education Specialist, at the Coral Gables Fire Department at 305-460-5576 if you have any questions.

Thank you,

  
Walter R. Reed  
Fire Chief

bpm

c: Mr. David L. Brown, City Manager

# AED NOTIFICATION LETTER

Date: \_\_\_\_\_

From: \_\_\_\_\_  
(Company Name)

To: *City of Coral Gables Fire Department*  
2815 Salzedo Street Coral Gables, Florida 33134  
Phone: (305) 460-5563 • Fax: (305) 460-5598

Pursuant to Florida Statute 768.1325 Cardiac Arrest Survival Act, \_\_\_\_\_  
(Company Name)  
hereby gives notice that it has implemented an automated external defibrillator (AED) program at its  
operating site.

**One AED Is Being Deployed At The Following Site:**  
(Additional notification letters must be completed for each AED at every location)

Site Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: ( ) - \_\_\_\_\_

AED Location: \_\_\_\_\_

(i.e. 1st Fl. North wall in lobby)

Purchase Date: \_\_\_\_\_

AED Brand Model: \_\_\_\_\_

Vendor: \_\_\_\_\_

Vendor Phone Number: ( ) - \_\_\_\_\_

Serial Number: \_\_\_\_\_

## AED Building Contact Information:

Contact Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: ( ) - \_\_\_\_\_

e-mail: \_\_\_\_\_

Thank you,

Name: \_\_\_\_\_

Title: \_\_\_\_\_

CITY OF CORAL GABLES, FLORIDA

ORDINANCE NO. 2007-21

AN ORDINANCE OF THE CITY OF CORAL GABLES, FLORIDA, CREATING A DEFINITION FOR "AUTOMATED EXTERNAL DEFIBRILLATORS"; CREATING A CHAPTER ENTITLED "AUTOMATED EXTERNAL DEFIBRILLATORS" TO REQUIRE AUTOMATED EXTERNAL DEFIBRILLATORS AT CERTAIN BUILDINGS; PROVIDING FOR THE INSTALLATION AND OPERATION REQUIREMENTS TO MAINTAINING AN AUTOMATED EXTERNAL DEFIBRILLATOR; PROVIDING FOR FEES, PENALTIES AND APPLICABILITY; PROVIDING FOR SEVERABILITY, REPEALER, CODIFICATION AND AN EFFECTIVE DATE.

**WHEREAS**, the City of Coral Gables' existing Code for regulating the health, safety, and general welfare of its citizens does not recognize that there are devices that may be desirable to provide emergency medical treatment to City residents at certain buildings;

**WHEREAS**, the Commission of the City of Coral Gables finds that it is in the best interest of the citizens of Coral Gables to require the use of Automated External Defibrillators in certain buildings within the City;

**WHEREAS**, the Commission of the City of Coral Gables wishes to provide procedures and requirements for the installation and operation of Automated External Defibrillators in order to promote public health, safety, and general welfare;

**NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF CORAL GABLES, FLORIDA:**

**SECTION 1.** The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution upon adoption hereof.

**Section \_\_\_\_\_ . DEFINITION.**

A defibrillator device that 1) is commercially distributed in accordance with the Federal Food, Drug, and Cosmetic Act, 2) is capable of recognizing the presence or absence of ventricular fibrillation, and is capable of determining without intervention by the user of the device whether defibrillation should be performed, and 3) upon determining that defibrillation should be performed, is able to deliver an electrical shock to an individual.

**Section \_\_\_\_\_ . AUTOMATED EXTERNAL DEFIBRILLATOR DEVICES REQUIRED.**

Automated external defibrillator devices shall be installed in the following buildings located within the geographical boundaries of the City:

- (A) Places of public assembly as defined in the Florida Building Code;

- (B) Office buildings in excess of 20,000 square feet;
- (C) Gymnasiums, fitness centers and indoor recreational centers in excess of 1,500 square feet;
- (D) Restaurants with 100 or more seats including indoor, outdoor and bar;
- (E) Commercial and retail spaces in excess of 35,000 square feet; and
- (F) All hotels and motels.

**Section \_\_\_\_\_ . INSTALLATION AND OPERATION.**

- (A) The City shall inspect all automated external defibrillator devices for operation prior to being placed in service or available for use, and on an annual basis.
- (B) Automated external defibrillator devices shall be:
  - (1) Conspicuously located in plain view of the primary public entrance, with unobstructed access;
  - (2) Housed in a cabinet with a clear window in the door, an audible alarm signaling the opening of the door, permanently affixed to a wall, and whose top is no more than 48 inches above the floor;
  - (3) Located below a sign having a minimum area of 70 square inches and containing the letters "AED" and the universally recognizable "AED" symbol, which shall be placed no more than 60 inches, on center, above the floor;
  - (4) Readily accessible and immediately available when needed for on-site employees and the general public, including disabled persons; and
  - (5) Placed near the elevator(s) in the first floor lobby, if the building contains an elevator.
- (C) Automated external defibrillator devices shall contain adult and pediatric pads and bandage scissors.
- (D) All automated external defibrillator devices shall be used in accordance with manufacturer's guidelines.
- (E) It shall be the responsibility of the owner of the building to:
  - (1) Install automated external defibrillator devices;
  - (2) Provide all necessary training for appropriate use; and

(3) Maintain automated external defibrillator devices in accordance with manufacturer's recommended maintenance requirements and as required herein.

(F) If an automated external defibrillator device is removed for repair, a replacement shall be provided.

**Section \_\_\_\_\_ FEES.**

Fees for automated external defibrillator device permits and inspections shall be set by resolution.

**Section \_\_\_\_\_ APPLICABILITY.**

The owner of any existing building required to have an automated external defibrillator device shall comply with this chapter within 180 days of the effective date of this chapter. After the effective date of this chapter, the owner of any new building constructed that is required to have an automated external defibrillator device shall comply with this chapter.

**Section \_\_\_\_\_ INSTALLATION AND OPERATION.**

(A) The City shall inspect all Automated External Defibrillator devices for operation prior to being placed in service or available for use, and on an annual basis.

(B) Automated External Defibrillator devices shall be:

(1) Conspicuously located in plain view of the primary public entrance, with unobstructed access;

(2) Housed in a cabinet with a clear window in the door, an audible alarm signaling the opening of the door, permanently affixed to a wall, and whose top is no more than forty-eight (48) inches above the floor;

(3) Located below a sign having a minimum area of seventy (70) square inches and containing the letters "AED" and the universally recognizable "AED" symbol, which shall be placed no more than sixty (60) inches, on center, above the floor;

(4) Readily accessible and immediately available when needed for on-site employees and the general public, including disabled persons; and

(5) Placed near the elevator(s) in the first (1<sup>st</sup>) floor lobby, if the building contains an elevator.

(C) Automated External Defibrillator devices shall contain adult and pediatric pads and bandage scissors.

(D) All Automated External Defibrillator devices shall be used in accordance with manufacturer's guidelines.

(E) It shall be the responsibility of the owner of the building to:

(1) Install Automated External Defibrillator devices;

(2) Provide all necessary training for appropriate use; and

(3) Maintain Automated External Defibrillator devices in accordance with manufacturer's recommended maintenance requirements and as required herein.

(F) If an Automated External Defibrillator device is removed for repair, a replacement shall be provided.

**Section \_\_\_\_\_ FEES.**

Fees for Automated External Defibrillator device permits and inspections shall be set by Resolution.

**Section \_\_\_\_\_ PENALTIES.**

It shall constitute a violation of the City Code, punishable by a fine no greater than Five Hundred Dollars and 00/100 (\$500.00), and/or other Court action including criminal charges, to intentionally or willfully:

(A) Render an Automated External Defibrillator device inoperative except during such time as the Automated External Defibrillator device is being serviced, tested, repaired, or recharged, except pursuant to Court Order;

(B) Obliterate the serial number on an Automated External Defibrillator device for purposes of falsifying service records;

(C) Improperly service, recharge, repair, test, or inspect an Automated External Defibrillator device;

(D) Use the inspection certificate of another person;

(E) Hold an inspection certificate and allow another person to use said inspection certificate number.

**SECTION 2. SEVERABILITY.**

If any section, sentence, clause, or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Ordinance.

**SECTION 3. REPEALER.**

All ordinances or parts of ordinances in conflict herewith, be and the same, are hereby repealed.

**SECTION 4. CODIFICATION.**

It is the intention of the Commission of the City of Coral Gables, Florida, that the provisions of this Ordinance shall become and be made a part of the City of Coral Gables Code of Ordinances; and that the sections of this ordinance may be renumbered or relettered to accomplish such intention, and the word "ordinance" may be changed to "section", "article", or such other appropriate word or phrase in order to accomplish such intentions.


**SECTION 5. EFFECTIVE DATE.**

This ordinance shall become effective thirty days from the date of its adoption by the City Commission.

PASSED AND ADOPTED THIS SEVENTEENTH DAY OF JULY, A.D., 2007.

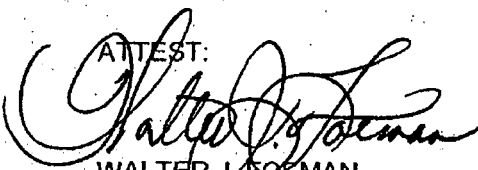
(Moved: Kerdyk / Seconded: Anderson)  
(Yeas: Cabrera, Kerdyk, Withers, Anderson, Slesnick)  
(Unanimous: 5-0 Vote)  
(Agenda Item: E-3)

APPROVED:



DONALD D. SLESNICK II  
MAYOR

ATTEST:



WALTER J. SOEMAN  
CITY CLERK

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:



ELIZABETH M. HERNANDEZ  
CITY ATTORNEY