# City of Gulfport, Mississippi

## Agenda

## City Council

2309 15th Street
Gulfport, MS 39501

**Tuesday, October 25, 2022** | **4:30 PM** | ***Gulfport City Hall Council Chambers***

## 4:30 P.M.

## Declaration of Special Call Meeting

## Policy Issues

**1** Motion to extend and approve effective dates of Ordinances adopted on October 18, 2022; from November 18, 2022 to November 28, 2022.

**2** Budget Amendment #26 - revising previously approved budget amendments 7 - 18 and 21 related to Urban Development reorganization. *(no publication needed)*

**3** Resolution - authorizing an expenditure (in the form of a fee waiver) for advertising and bringing into favorable notice the opportunities, possibilities and resources of the City of Gulfport in connection with programming offered by STEM NOLA, and for related purposes.

**4** Resolution - authorizing submission of Application for Accreditation to and approving Accreditation Letter of Understanding for Applicant/Candidate Agencies with the Center for Public Safety Excellence and the Commission on Fire Accreditation International, and for related purposes.

**5** Legal Notice - advertisement for repairs to Libby Milner Roland Pier.

**6** Legal Notice - advertisement for repairs to Urie Pier.

## Setting of Next Meeting and Adjournment

There came on for consideration at a duly constituted meeting of the Mayor and Members of the City Council of the City of Gulfport, Mississippi, held on the _____ day of ____________, 2022, the following Resolution:

**A RESOLUTION BY THE GULFPORT CITY COUNCIL TO AUTHORIZE AN EXPENDITURE (IN THE FORM OF A FEE WAIVER) FOR ADVERTISING AND BRINGING INTO FAVORABLE NOTICE THE OPPORTUNITIES, POSSIBILITIES AND RESOURCES OF THE CITY OF GULFPORT IN CONNECTION WITH PROGRAMMING OFFERED BY STEM NOLA, AND FOR RELATED PURPOSES**

**WHEREAS,** STEM NOLA, a national leader in the design and delivery of STEM-based activities, programs and events to K-12 students, families and communities, intends to offer a STEM related educational experience, free to the public, at the Herbert Wilson Recreation Center on November 5, 2022; and

**WHEREAS,** STEM NOLA has requested waiver of associated rental fees in the amount of $200.00; and

**WHEREAS**, City of Gulfport will receive advertising from publicity afforded the event contemplated by STEM NOLA, a not for profit corporation; and

**WHEREAS**, the Governing Authority of the City of Gulfport is of the opinion that the City of Gulfport benefits from such advertising by having an opportunity to promote the City of Gulfport to individuals from around the Mississippi Gulf Coast and the Gulf South; and it finds that pursuant to the authority of Miss. Code Ann. §17-3-1 (Rev. 2003) and Miss. Code Ann. §17-3-3 (Rev.2003) that an expenditure in the form of an in-kind donation of the rental fees ($200.00) for the use of the Herbert Wilson Recreation Center by STEM NOLA on November 5, 2022, for the events described herein serves the purposes of advertising and bringing into favorable notice the opportunities, possibilities and resources of the municipality, and shall constitute a form of advertising or publicity that will be helpful toward advancing the moral, financial and other interests of the City of Gulfport.

**NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF GULFPORT, MISSISSIPPI, AS FOLLOWS, TO WIT:**

**Section 1.** That the matters, facts and things recited in the Preamble hereto are hereby adopted as the official findings of the Governing Authority.

**Section 2**. That the City of Gulfport, by and through its Mayor, is hereby authorized to expend municipal funds in the form of an in-kind donation of the wavier of rental fees in the amount of $200.00 for the rental of the Herbert Wilson Recreation Center by the for its STEM related educational experience, as described herein, on November 5 2022.

The above and foregoing Resolution, after having been first reduced to writing and read by the Clerk, was introduced by ________________, seconded by ____________________, and was adopted by the following roll call vote:

| **AYES** | **NAYS** | **ABSENT** |
|---|---|---|

**WHEREUPON,** the President declared the motion carried and the Resolution adopted this the __________ day of _____________________, 2022.

**(SEAL)**

**ATTEST:** **ADOPTED:**

________________________________ ________________________________

**CLERK OF THE COUNCIL** **PRESIDENT**

The above and foregoing Resolution was submitted to and approved by the Mayor, this the ______ day of ________, 2022.

APPROVED:

____________________________________

MAYOR

There came on for consideration at a duly constituted meeting of the Mayor and Members of the City Council of the City of Gulfport, Mississippi, held on the _____ day of ____________, 2022, the following Resolution:

**A RESOLUTION BY THE GULFPORT CITY COUNCIL AUTHORIZING SUBMISSION OF APPLICATION FOR ACCREDITATION TO AND APPROVING ACCREDITATION LETTER OF UNDERSTANDING FOR APPLICANT/CANDIDATE AGENCIES WITH THE CENTER FOR PUBLIC SAFETY EXCELLENCE AND THE COMMISSION ON FIRE ACCREDITATION INTERNATIONAL, AND FOR RELATED PURPOSES**

**WHEREAS**, the City of Gulfport desires to pursue accreditation of its Fire Department and, in conjunction therewith, submit an Application for Accreditation (see Exhibit "A" hereto) to the Center for Public Safety Excellence and the Commission on Fire Accreditation International; and

**WHEREAS,** in accord therewith, a Letter of Understanding for Applicant/Candidate Agencies must be executed concerning the costs and policies associated with the accreditation process established by the Center for Public Safety Excellence and the Commission on Fire Accreditation International as found in Exhibit "A" hereto; and

WHEREAS, the said Letter of Understanding for Applicant/Candidate Agencies requires that the Agency (in this case, the Gulfport Fire Department) seeking accreditation must pay certain fees, including fees associated with the peer team that will visit the Fire Department as a part of the accreditation process; and

**WHEREAS**, the peer team assigned to the City of Gulfport is scheduled to visit Gulfport November 12-17, 2022, at a cost as more fully set forth in Exhibit "B" hereto, at which time the peer team will review and validate Accreditation documents previously submitted by the Gulfport Fire Department; and

**WHEREAS**, if the peer team recommends accreditated status for the Gulfport Fire Department, the peer team leaders travel to the Commission hearings in February/March must also be paid by the City of Gulfport; and

**WHEREAS**, the Council finds that it is in the best interest of the City to submit the attached application and agree to, approve and execute the attached Accreditation Letter of Understanding (see Exhibit "A" hereto) and to authorize the payment of expenses associated with the peer team visit to the

City of Gulfport in November 2022, and the payment of expenses associated with the peer team attendance at the Commission meeting in February/March of 2023.

**NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF GULFPORT, MISSISSIPPI, AS FOLLOWS, TO WIT:**

**Section 1.** That the matters, facts and things recited in the Preamble hereto are hereby adopted as the official findings of the Governing Authority.

**Section 2.** That the City of Gulfport, by and thru its Fire Department be and the same is hereby authorized to submit the Application for Accreditation to the to the Center for Public Safety Excellence and the Commission on Fire Accreditation International, and that the Letter of Understanding attached hereto as Exhibit “A” be and the same be and it is hereby approved/ratified and the Mayor and Fire Chief are authorized to execute the same on behalf of the City of Gulfport.

**Section 3.** That the expenses associated with the Accreditation process are hereby authorized to be paid as more fully set forth in Exhibits “A” and “B” hereto and a special check/s, in amounts approved in writing by the Fire Chief, are hereby authorized in payment thereof. .

**Section 4.** That this Resolution be, and it is hereby ordered to be spread on the minutes of the governing Authority, and to be in full force and effect immediately upon its passage and enactment according to law.

The above and foregoing Resolution, after having been first reduced to writing and ready by the Clerk, was introduced by ________________, seconded by ____________________, and was adopted by the following roll call vote:

| <u>**AYES**</u> | <u>**NAYS**</u> | <u>**ABSENT**</u> |
|---|---|---|

**WHEREUPON,** the President declared the motion carried and the Resolution adopted this the __________ day of _____________________, 2022.

**(SEAL)**

**ATTEST:** **ADOPTED:**

______________________________ ______________________________

**CLERK OF THE COUNCIL** **PRESIDENT**

The above and foregoing Resolution was submitted to and approved by the Mayor, this the ______ day of ________, 2022.

APPROVED:

______________________________

MAYOR

Center for Public Safety Excellence

4501 Singer Court, Suite 180
Chantilly, VA 20151
(703) 691-4620
www.cpse.org

# LETTER OF UNDERSTANDING FOR APPLICANT/CANDIDATE AGENCIES

## Gulfport Fire Department

The____________________________________________ hereby agrees, in changing to Applicant and/or Candidate Agency status, to conduct and complete the self-assessment process in the pursuit of accreditation through the Center for Public Safety Excellence (CPSE), Inc. and the Commission on Fire Accreditation International (CFAI).

I. Policies and Procedures

The Agency also agrees to abide by the policies and procedures of the CPSE, Inc. and CFAI and return all documentation, and information pertinent to the self-assessment and accreditation process.

II. Payment of Fees

The Agency agrees to adhere to and comply with the following payments and costs:

A. Applicant Agency Status
Agencies seeking applicant agency status are invoiced a fee, based on the size (population) of your community. Applicant agency fees can be found on our website. Invoicing will happen once CPSE receives the signed Letter of Agreement and the CFAI Application Form.

B. Candidate Agency Status
Agencies converting to candidate status are responsible for all fees associated with bringing a 3-6-person peer team to their jurisdiction to verify and validate documents. Additionally, the agency will be responsible for travel costs for the peer team leader to travel to the commission hearings to represent the agency. Fees associated with this process are outlined by the CPSE, Inc. Such fees shall include:

1. Costs of travel for peer assessors assigned to the site visit. All travel costs shall be paid by the Agency and shall not be handled as a reimbursement to team members.
2. Costs of meals and expenses in accordance with CPSE policy. Unless such undocumented costs exceed $600 per individual, an IRS-1099 form shall not be issued.
3. Costs of lodging for peer assessors assigned to the site visit. All lodging shall be arranged and paid by the Agency and shall not be handled as a reimbursement to team members.
4. Costs of travel for the Team Leader or designated representative to attend the Commission meeting and present the Agency for accreditation.

Such costs shall include travel to and from the Commission meeting, lodging for two nights, and per diem in accordance with CPSE policy.

III. Non-Refundable fee

The Agency understands that the change to Applicant Agency status will only be made upon receipt of the full payment of the Applicant Agency Fee and that fee is non-refundable.

IV. Training and Participation

The Agency also agrees that it shall adhere to the following training and participation standards:

A. An accreditation manager shall be required during the period that the agency seeks and is accredited by the commission. The accreditation manager shall, at a minimum, have successfully completed the 3-day Quality Improvement Through Accreditation workshop followed by the CFAI Peer Assessment Webinar workshop offered by the CPSE before becoming an applicant agency.
B. The agency shall also agree to participate in the accreditation process by providing one qualified peer assessor to conduct site visits at least once every two years.
C. The agency agrees that it has read, understood, and will comply with all policies and procedures as promulgated by the CPSE and CFAI.

V. Receipts

The agency shall also indicate if it desires team members to itemize associated costs with receipts or whether it will be utilizing reimbursement in accordance with the policies of CPSE. **(Check One)**

- The Agency will require receipts and itemized expenses: ________
- The Agency will NOT require receipts and itemized expenses but instead will reimburse in accordance with CPSE policy: ________

Signed:

***Chief, CEO or Chief Administrative Officer of Agency*** ***Date***

6/22/21

***City/County Administrator or Representative of Authority Having Jurisdiction*** ***Date***

***CFAI Program Director, Center for Public Safety Excellence*** ***Date***

| CFAI AGENCY APPLICATION AND INFORMATION FORM | | |
|---|---|---|
| **APPLICATION TYPE (CHECK ONE):** ☐ REGISTERED ☒ APPLICANT ☐ RE-ACCREDITATION ☐ INFORMATION UPDATE | | |
| Organizations Official Name: Gulfport Fire Department | | |
| Address: 1515 23rd Ave | | |
| City: Gulfport | State: MS | ZIP Code: 39501 |
| **AGENCY HEAD INFORMATION (AH)** | | |
| First Name: Michael Last Name: Beyerstedt Title: Fire Chief | | |
| Address (if different from above): Click or tap here to enter text. | | |
| Work Phone: 228-868-5950 | Mobile Phone: 228-234-9776 | |
| Work Email: mbeyerstedt@gulfport-ms.gov | | |
| Personal Email: firemikeb@sbcglobal.net | | |
| **ACCREDITATION MANAGER INFORMATION (AM)** | | |
| First Name: Darrin Last Name: Hill Title: Accreditation Manager | | |
| Address (if different from above): Click or tap here to enter text. | | |
| Work Phone: 228-868-5950 ext. 6679 | Mobile Phone:228-234-5955 | |
| Work Email: dhill@gulfport-ms.gov | | |
| Personal Email: yrusohi1@gmail.com | | |
| **BILLING INFORMATION** | | |
| Billing Contact Name (if different from AH): City of Gulfport | | |
| Phone: 228-868-5705 x6547 | Email: dhill@gulfport-ms.gov | |
| **DEMOGRAPHICS** | | |
| Department Type: Career | Federal Affiliation: N/A | Governance Type: City |
| Annual Budget: 13,196,703 | ISO Major Class: Choose an item. | ISO Subclass: Choose an item. |
| Total Uniformed Personnel:143 | Total Civilian Personnel:3 | Total Personnel:146 |
| Population Served: 71,676 | Highest Level of EMS Provided:ALS-Non-transport | |
| **REACCREDITING AGENCIES ONLY- The agency head must acknowledge and sign this statement:** ☐ I understand that submission of my documents must be in compliance with the latest released edition of the FESSAM. | | |
| Signature: | | Date: Click or tap to enter a date. |

BILLY J KELLEY
**Fire Chief**

P.O. Box 1780
Gulfport, MS 39502
Phone: 228-868-5950
Fax: 228-868-5989

**Gulfport Fire Department**
1515 23rd Avenue
Gulfport, MS 39501

October 14, 2022

Jessica Versiga, Purchasing Agent
Via Leonard Papania, CAO

RE: Accreditation Fund Request

Attached you will find a schedule for the Accreditation Team members site visit to the City of Gulfport Fire Department 12-17 November. The Gulfport Fire Department is responsible for their lodging, meals (per diem), rental vehicle and airfare. Three team members will be arriving Saturday, November 12 and one member will be arriving November 13 with all team members departing on 17 November.

During their first visit, the evaluation team will be reviewing and validating our submitted Accreditation documents. If the team recommends accredited status, the GFD will be responsible for the team leaders' travel to the Commission hearings 28 Feb-3 Mar.

If you have any questions, please do not hesitate to contact my office.

Billy Kelley
Fire Chief

Billy Kelley

# APPENDICES

## APPENDIX A - Peer Team Reimbursement

The Center for Public Safety Excellence Board of Directors have established the following criteria for the reimbursement of CFAI Peer Team members. Agencies seeking accreditation through CFAI will follow this guidance.

Privately owned vehicles (POV) may be used for official corporate business. POV travel shall be reimbursed at the cost per mile rate prescribed by the federal government at the time the expense is incurred. Reimbursement for mileage shall not exceed the cost of a round trip coach airfare to the same location.

1. Travel by scheduled airlines or passenger trains shall be reimbursed at the round-trip coach fare rate.
2. Ground Transportation Expenses:
   a. Automobile rentals should only be used if either public or agency transportation is not available from point of arrival to destination and return. Reimbursement for automobile rental shall not exceed the cost of an economy or compact car at the travel location. The Executive Director shall approve automobile rentals for staff, instructors, and other corporate members. The President shall approve automobile rentals for the Chief Executive Officer.
   b. Tolls, taxi fares, shuttle fares and parking fees are reimbursable expenses.
3. Lodging expenses shall be reimbursed at the single rate for the hotel/motel room plus applicable taxes. No other expenses shall be charged to the room or reimbursed by the Corporation. Lodging shall be in hotels/motels equipped with automatic fire sprinklers and smoke alarms.
4. The established per diem or daily rate for meal reimbursement is $60.00 per day, including tips. A full-day rate will be applicable when the individual departs for the business-related activity and returns to the place of departure twenty-four hours later. Otherwise, partial reimbursement for meals and tips will be as follows:
   a. Breakfast $12.00
   b. Lunch $15.00
   c. Dinner $33.00
5. Travel incidentals may be reimbursed at the rate of $10.00 a day.
6. CPSE does not sanction or reimburse for the purchase of alcoholic beverages,

tobacco products, drugs, gambling, and other personal pleasure purchases.

7. Peer assessors shall receive reimbursement for actual travel costs incurred from the applicant agency. The team leader shall plan with the agency accreditation manager/coordinator.
8. For purposes of the on-site peer assessment team visit, the corporation has established this policy on travel costs and per diem, so that an agency can use these established limits in planning their costs. The team leader shall plan with the agency's accreditation manager/coordinator for the preferred way to seek reimbursement by the peer assessors from the agency. Any agency policy that would result in a reimbursement rate of less than $60/day must be coordinated with the CFAI Program Director,
9. The team leader's costs, related to representing the agency at a CFAI commission meeting, shall be paid for by the agency.
10. DoD Site Visits: All costs covered are based on the current year contract with the DoD. This includes travel, lodging, and meals. The CPSE Program Director must be contacted for a breakdown of costs for all DoD site visits.

Cost Estimate Including but not limited to:

4 Accreditation Peer Team Members:

1. Ron Melser (Team Leader), Clay Fire Territory, IA
2. Joshua Steen, FE Warren AFB, WY
3. Jen Sliemers, Arvada Fire Protection District, CO
4. Eric Perry, Golder Ranch Fire District, AZ

4 Air Fare (round trip)
$ 3200 total (estimate)
4 Hotel Rooms, 5 nights at $130 per night
$ 2600 total (estimate)
Per Diem $60.00 per day x 4
$1200 total (estimate)
Rental Vehicle
$550 total (estimate)