REGULAR CITY COMMISSION MEETING

TUESDAY, APRIL 8, 2025
6:00 P.M
COMMISSION CHAMBERS, CITY HALL
8 W. BROADWAY ST.
FORT MEADE, FLORIDA 33841
www.youtube.com/@cityoffortmeade

AMENDED AGENDA

A. CALL TO ORDER

B. ROLL CALL – CITY CLERK

C. INVOCATION AND PLEDGE TO THE FLAG –

D. ADDITIONS AND/OR DELETIONS

01. Delete Item H-01 from the agenda

02. Add amended Staff Report and Resolution R2025-48 to Item I-12

E. PROCLAMATIONS/PRESENTATIONS/AWARDS/REPORTS

F. PUBLIC FORUM: Each person addressing the Commission shall sign in with the City Clerk no later than 6:05 PM. Persons shall step up to the microphone, shall give his/her name and address in an audible tone of voice for the record and, and unless further time is granted by the Commission, shall limit their address to the three (3) minutes. All remarks shall be addressed to the Commission as a body, and not to any member thereof. No person other than the members of the commission having the floor, shall be permitted to enter into any discussion, either directly or through the members of the commission.

G. APPROVAL OF MINUTES:

01. Minutes of March 11, 2025, Commission Workshop, and Minutes of March 11, 2025, Regular Commission Meeting – ***Melissa Cannon***

H. CONSENT AGENDA: (one vote on all items unless pulled from agenda);

~~**01.** Approval of Continuing Benefits – ***Veronica Hairston***~~

I. RESOLUTION(S)

01. Resolution R2025-37 Main Street Agreement – ***Melissa Cannon***

02. Resolution R2025-38 Chamber of Commerce Agreement – ***Melissa Cannon***

03. Resolution R2025-39 HELP of Fort Meade Agreement – ***Melissa Cannon***

04. Resolution R2025-40 Authorization to issue Bid Request for Administrative Services for the new Multi-Purpose Facility project BB214 – ***Amy Wheeler***

05. Resolution R2025-41 Request authorization to issue a bid request for the American Legion Grant – ***Amy Wheeler***

06. Resolution R2025-42 Approving Contract FM1014 Fire Safety Equipment Appropriation FY24/25 – ***Chief Zahara***

07. Resolution R2025-43 Appointing two new members to the Planning and Zoning Board to replace Member Tomas Pizana and Member Vincent Duarte – ***Melissa Cannon***

08. Resolution R25-44 Approving the purchase of Title Insurance for the American Legion Land Swap Project – ***Markeishia Smith***

09. Resolution R25-45 Tax Deed Sale 722 NE 9th Street – ***Markeishia Smith***

10. Resolution R25-46 Request for authorization to issue bid Request for the Street Repaving Project – ***Amy Wheeler***

11. Resolution R25-47 Approval of Temporary Construction Easements Agreements for the Broadway Streetscape project – ***Amy Wheeler***

12. Resolution R25-48 Approval of two part-time Firefighter positions – ***Veronica Hairston***

J. ORDINANCE(S):

01. First Reading Ordinance 2025-05 Text Amendment for Off-Street Parking – ***Melissa Cannon, Brenda Torres CFRPC***

K. PUBLIC HEARINGS, if any:

L. OLD BUSINESS (discussion of matters held over from last meeting, if any)

01. Resolution R2025-14 Annual Land Lease Agreement with CSX Transportation for the Fort Meade Historical Museum Train – ***Priscilla Perry HSFM/George McNerney***

M. NEW BUSINESS:

N. REPORT OF THE MAYOR:

O. REPORT OF THE CITY MANAGER:

P. REPORT OF THE CITY ATTORNEY:

Q. FUTURE AGENDA ITEMS OF COMMISSIONERS, if any:

R. FOR THE GOOD OF THE ORDER (limited to events, feel good announcements only)

S. ADJOURN.

NOTE: ***If any person decides to appeal any decision made by the City Commission with respect to any matter considered at this meeting or hearing, he/she will need a record of the proceedings, and for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (F.S. §286.0105)***

CITY OF FORT MEADE, FLORIDA

RESOLUTION NO R2025-48

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FORT MEADE, FLORIDA, ADDRESSING THE CRITICAL STAFFING SHORTAGE WITHIN THE FORT MEADE FIRE DEPARTMENT AND AUTHORIZING THE HIRING OF TWO (2) PART-TIME FIREFIGHTERS TO ENSURE CONTINUED OPERATIONAL READINESS AND PUBLIC SAFETY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Fort Meade Fire Department is currently experiencing a critical staffing shortage due to the extended medical leave of a full-time Fire Captain; and

WHEREAS, the current staffing model, which relies on internal shift redistribution and the utilization of on-call part-time firefighters, presents significant operational challenges and potential risks to public safety; and

WHEREAS, maintaining consistent emergency response coverage is paramount to ensuring the safety and well-being of the residents of the City of Fort Meade; and

WHEREAS, hiring two (2) part-time firefighters will provide consistent emergency response coverage, reduce overtime costs for existing full-time staff, maintain operational readiness, and offer flexible staffing to address the current personnel shortage; and

WHEREAS, the proposed solution presents a cost-effective alternative, with an estimated hourly savings of $2.75 compared to the full-time Fire Captain hourly rate, and an estimated annual cost per part-time firefighter of $25,000 to $30,000; and

WHEREAS, the City Commission of the City of Fort Meade deems it necessary and in the best interest of the public to authorize the hiring of two (2) part-time firefighters to address the current staffing shortage.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FORT MEADE, FLORIDA:

Section 1. AUTHORIZATION. The City Commission of the City of Fort Meade hereby authorizes the Interim City Manager to take all necessary steps to hire two (2) part-time firefighters for the Fort Meade Fire Department, at an hourly rate of $17.42, to address the current staffing shortage and ensure continued operational readiness and public safety.

Section 2. GENERAL AUTHORITY. The Mayor, City Manager, City Clerk, City Attorney and other agents and employees of the City are hereby authorized to do all acts and things required by them by this Resolution and they are hereby authorized to execute and deliver all documents which are reasonably required to effectuate the

Resolution. The City Clerk is authorized to attest and affix the official seal of the City of Fort Meade to any document required as a result of this Resolution for and on behalf of the City.

Section 3. SEVERABILITY. If any section, subsection, sentence, clause, phrase, or portion of this Resolution, or application hereof, is for any reason held invalid or unconstitutional by any Court, such portion or application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

Section 4. CONFLICTING RESOLUTIONS. That all resolutions made in conflict with this resolution are hereby repealed.

Section 5. EFFECTIVE DATE. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED by the City Commission of the City of Fort Meade, Florida, this 8th day of April 2025.

_____ By: _____

Melissa Cannon, Deputy City Clerk Samuel Berrien, Mayor

Approved as to form and legal sufficiency.

_____

Markeishia Smith, Interim City Attorney

Requested by Administration	**Voted**
Vice Mayor James Possum Schaill	_____
Commissioner Jaret Williams	_____
Commissioner James Watts	_____
Commissioner Petrina McCutchen	_____
Mayor Samuel Berrien	_____

CITY OF FORT MEADE, FLORIDA
STAFF REPORT
FOR MEETING OF APRIL 8, 2025
AMENDED AGENDA ITEM I-12

SUBJECT:
Resolution R2025-48 Authorization to Hire Two Part-Time Firefighters

BACKGROUND:
The Fort Meade Fire Department is currently experiencing a critical staffing shortage due to the extended absence of a full-time fire captain. While the department has attempted to manage this situation through internal shift redistribution and the utilization of on-call part-time firefighters, the current approach presents significant operational challenges and potential risks to public safety.

Currently, one full-time fire captain is currently on extended medical leave, and existing staff have been redistributing hours to maintain coverage as on-call part-time firefighters have been supplementing the team. Current staffing model creates potential gaps in emergency response capabilities.

The proposed solution is to hire two (2) part-time firefighters to:

- Ensure consistent emergency response coverage
- Reduce overtime costs for existing full-time staff
- Maintain operational readiness
- Provide flexible staffing to address the current personnel shortage

Hourly Rate Comparison:

- Full-Time Captain Hourly Rate: ~~$27.17~~ $20.17
- Part-Time Firefighter Hourly Rate: $17.42
- Cost Differential: ~~$9.75~~ per hour in potential savings $2.75

Estimated annual cost per part-time firefighter: $25,000-$30,000

FISCAL IMPACT/FUNDING SOURCE:
Funding is to be allocated from the Fire Department's existing personnel budget with no projected additional fiscal burden.

RECOMMENDATION:
The Fire Department recommends immediate approval to recruit and hire two part-time firefighters to maintain optimal public safety coverage and operational efficiency.

MOTION: Move to approve Resolution R2025-48 authorizing the recruitment and hiring of two part-time firefighters.

Attachments: N/A

PREPARED BY: Veronica Hairston, HR Director
DEPARTMENT: Human Resources
DATE: 3/31/2025