



City of Mexico Beach

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Weekly Report May 9, 2025



National Lost Sock Day Edition (Always blame the washing machine)

**Interim City Administrator
Mell Smigielski**

PERSONAL UPDATE SINCE OCTOBER

- I'm baaaaack. A part of my heart will always belong to Mexico Beach, so I am blessed and honored to help the City transition to a new Administrator.
- In late October we welcomed our third grandchild. Bennett joined his two older sisters to make our lives busier than ever.
- I was honored by the ICMA (International City/County Management Association) to receive a life membership for my many years of service to local government (over 35 years).
- The last of our children got married and I was honored to officiate the wedding. Luckily, I did not drop the rings or say anything stupid.
- After moving to Galena, Illinois, I had to get reacquainted with snow. At least I was prepared. Have y'all seen a snow blower attachment before?



2025/2026 BUDGET

The process has already started. Mike is working on the budget calendar to keep us on track. He will be giving the Department Heads a copy of the budget next week and give them a couple of weeks to work on their numbers. When the budget is turned back in, Mike and I will meet with each one of them to go over the numbers. Also work on the CIP (capital improvement plan) is included where we will also look 5 years into the future.

DUKE ENERGY FRANCHISE AGREEMENT

Our current 30-year franchise agreement with Duke Energy expires in 2026. The proposed new agreement is being reviewed by our Attorney before bringing it to the City Council for action.

BOAT RAMP LEASE EXTENSION

You may recall a requirement of the FWC grant is that the boat ramp should remain public use for 20 years from the project end date. The 1st amendment to the original lease takes us to 2039. The boat ramp project should be completed in 2026, so we need a lease extension to 2026 to comply with the grant. We are on the hook to repay the grant if the lease is not extended. The second amendment extending the lease to September 22, 2046, was completed in January, but never signed and more importantly, approved by the City Council. I have attached a copy of the agreement to this report, and we will pass out a hard copy at our Tuesday meeting next week for consideration by the Council (we got this amendment after the packet was compiled) even though it is not formally on the agenda. Probably could have waited for the May 27th meeting, but the Council previously said to get the amendment.

DUNE WALKOVER

We got cost estimates from Anchor for the walkover. It comes in at \$181,230.00. Walkway metal handrails add another \$19,952.00 and stair metal handrails add \$3,480. Our staff will work with Anchor to review ways to save on the cost.

GREASE TRAP

Preliminary design for the Seaside Market has a grease trap on City property. Anchor is reviewing to see if another location is a possibility.

MAY 20TH SPECIAL MEETING

Mayor Wolff has been in contact with Mark Ryan, ICMA Senior Advisor, who listed 4 ways to go about replacing the City Administrator. The Mayor also has provided a proposal for services from a Florida-based executive search firm. To get the ball rolling, Mayor Wolff will be calling for a special meeting at 9:00 am on May 20. Mr. Ryan will be in attendance to answer any questions that may arise.

JETTY BIDS

A bid opening for the jetty was held on Wednesday. The preliminary results (pending engineering review) were:

GCUC	\$4,267,436.00
Gorman	\$4,334,330.00
SpectaServ	\$4,606,483.05
HG Harders	\$6,277,848.00
Inland Const	\$7,417,015.00
Soule Const	\$7,962,056.51

The approved FEMA amount is somewhere between 2 and 2.5 million. We now have to work with FEMA to get them to approve the higher amount.

AMPHITHEATRE

Pre-construction meeting was held on Tuesday. Notice to proceed sent for execution. 240 days is given for contract completion. It will take about 16 weeks to get all materials/trusses. We are checking with the CDC to insure we don't bump heads with Music in the Park in September. The Farmers Market can be moved over.

GRILL

We have a large grill stored behind the public works building. Last year we allowed Eastern Shipbuilding to use the grill for an employee event. They requested it again for this year. Trying to be a good neighbor.

32ND STREET REQUEST

Property owner requested 10 to 20 feet of City right-of-way between his lot and the canal for the purpose of accommodating his home construction. City Attorney is looking at ways to accommodate the request.

PUBLIC USE OF SHELLS

City staff is working on a plan to allow the public to get access to the shells within guidelines discussed by the City Council.

LDC UPDATE

Meeting next week Allara to get a procedure together for the process.

EMPLOYEE HANDBOOK/PERSONNEL POLICY

Beginning work on updating the document because of the HR investigation and JLAC recommendations. The document needed to be cleaned up anyway.

UPDATE FROM ANCHOR ENGINEERING

Boat Ramp:

- Geotechnical report was received. Anchor and Structural Engineer coordinating design drawings.
- FWC reviewing draft agreement
- Looking like all of the sidewalk will need to be demo'd. This could cause a cost increase.
- Estimated Schedule:

Final Design Plans May 23, 2025

Permitting June 20, 2025

Bid Advertisement July 7, 2025

Bid Opening August 4, 2025

Award August 12, 2025*

Notice to Proceed August 26, 2025*

Completion August 26, 2026

*City previously mentioned an annual fishing tournament in October and that construction may need to wait until after this event ends, let us know if the schedule needs to be revised to work around an event.

15th St Pedestrian Bridge:

- Composite decking color selection sent to Harders.
- Pre-Con Meeting completed on 04/29 at 3:30 p.m.
- Harders forwarded the signed Bridge Bros. contract and warranty info; Anchor will send out the Notice to Proceed to be executed.

Public Works Water Tank Aeration System:

- Ixom Watercare sent a proposal for an alternate system; forwarded to City on 05/07

Metal Building:

- Mell will meet with Mark and Garrett to look at options
- Anchor is waiting on direction from the City on next steps. It was discussed that this project would likely move to next year's budget due to the cost possibly being around \$400k. It was also discussed that the City may want to build a pole barn instead.

Access Mats:

- Anchor sent location recommendation email to City on 05/08

Dune Walkover Proposal:

- Anchor sent cost estimate to City on 05/07

Amphitheater:

- Signed Notice to Proceed sent to BGN for execution

- BGN coordinating with RCP Structures to get a copy of the Contract for City to review prior to Owner Direct Purchase for tax savings
- BGN Contractors is starting on design drawings and will submit to the City for review when ready; BGN will apply for the building permit once City has approved final drawings

Nanook Rd LS & 14th Street LS Proposal:

- Pre-construction meeting scheduled; Anchor will send out meeting Agenda for review

Seaside Market Grease Trap:

- Anchor is reviewing

32nd St Property:

- Anchor is reviewing

Hwy 98 & 4th St Project:

- On May 13th Agenda

104-102 14th Street Replat Application:

- Anchor sent review letter to City on 04/24

712 Hwy 98 Development Order Application:

- No updates, waiting on additional information from the Applicant

CODE ENFORCEMENT

- Had to have an RV that was for sale removed from vacant lot.
- Removed a couple who set up their tent and chairs on top of sand dunes.
- Asked two guys to get off the shell mounds in overflow lot who were collecting shells.
- Received several Special Events for weddings on the beach.
- Boat Launch wrote several Courtesy Violation and several Violations.
- Received payment for one of the violations. \$150.00
- Received numerous calls from property owners who need their lots cut.
- Received approximately 4 Fence permit requests.
- Removed approximately 10 snipe signs in right-of-way.
- Received 2 emails for code complaints, 1 for the Palms deck and fence complaint, 1 for lots to be cut.

PUBLIC WORKS

Projects and Tasks Completed or In Progress

- Dune Walkovers
 - Continued installation of additional poles and rope barriers
 - Awaiting delivery of additional poles expected next week
- Signage Updates
 - Installed fine amount signs on dune protection signage
 - Added fine amount signs to designated handicap parking spaces
- Traffic and Safety Improvements
 - Relocated and corrected stop signs at St. Frances Street and Parker Parkway
 - Repainted stop bars for improved visibility
- Stormwater Management
 - Initiated clearing of the stormwater ditch along St. Joe Road and Ocean Plantation Circle
 - Stormwater Assessments and Clearing for Projected Rain Events
- Sidewalk and Accessibility Improvements
 - Raised and repaired sidewalk leading to wheelchair ramp at Sunset Park
- Restroom Facility Installation
 - Began installation of relocated restrooms at the end of Pier Road (37th Street), previously located in Parker Park
- Parking Area Maintenance
 - Repainted and began cleanup of parking lines along Pier Road
- Routine Operations and Maintenance
 - Ongoing beach cleaning and maintenance
 - Restroom cleaning and maintenance across public facilities
 - Roadway maintenance and landscaping, including mowing
 - Initiated drive shaft repairs on Sanitation Truck #008
 - Ongoing fleet repairs and preventative maintenance
 - Continued pothole repairs and general roadway maintenance

FIRE DEPARTMENT

- The new side by side is in service as it has had its lights and siren fitted. It is still waiting for decals, which will be done at the same time as the new chief truck. That is being fitted with its lights and sirens at the moment and will be collected once that is complete.
- We are again fully staffed with three firefighters per shift so if you see Derek Bergthold out and about with the department, please welcome him to the department. He was a captain in Arkansas and moved to Port St. Joe last year. He will be a great addition to the crew as he brings many years of experience.

HARBOR MASTER

The season is really getting going and bookings are coming in daily. If things continue to go as they are at the moment, we will have our best year with slip rentals, since I became harbor master. With the increase in the length of snapper season I would hope we will have a good year with both daily permits and yearly permits at the boat ramp. Looking forward to seeing how we can use the shells from the beach project to improve the surface of the parking area, which can get muddy and slippery after rain events.