



City of Mexico Beach

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Weekly Report May 16, 2025



National Barbeque Day Edition (This is something we can all celebrate)

Interim City Administrator Mell Smigielski

BUILDING HEIGHT

A citizen contacted me concerning the height of residential construction at 109 20th Street. The building department took a tape measure to verify the height. Here is the building department reply in case you get any inquiries from the public:

I met with the contractor and measured the structure's height. The height to the mid roof and from the Floodplain required 18" above the road is 28 feet, well below the max height of 32 feet to the mean roof. It is in compliance with the LDR and the City ordinance pertaining to building height.

BOAT RAMP LEASE EXTENSION

City Attorney Sloan reviewed the original lease agreement as well as the first amendment to make sure there were no pitfalls in agreeing to the second amendment. He gave approval to move forward. We sent over a signed copy to the St. Joe Company and have already received a signed copy from them. We can mark off that from our to-do list.

FIREWORKS

The special events committee was denied a permit from FWC for the circle drive location due to the close proximity to shorebird nests. They decided to go to Hwy 386. Good location due to the homes being across Hwy 98 and no shorebird nests in the area. Also, convenient ingress/egress from Hwy 98.

PIGGYBACKING FOR EXECUTIVE SEARCH FIRM / MAY 20TH MEETING

The Mayor has already provided a copy of an executive search firm proposal. Should that be the direction in which the Council wishes to go, we can piggyback off another municipality's procurement efforts, which would save us a lot of time. Should we desire to piggyback, our procurement policy has four requirements:

- A copy of the other agency's solicitation to include the awarded vendor's submittal.
- A copy of the other agency's Purchase Order or contract and expiration date.
- A letter from the awarded vendor, offering to honor the same prices under the same terms and conditions as indicated in the other agency's solicitation and subsequent contract.
- Verification from the other agency that the vendor is performing satisfactorily.

I didn't include that information in the next week's meeting packet due to a desire to not kill any more trees, but I have in my possession, in case you wish to review, the following:

- Titusville request for proposals.
- Colin Baenziger and Associates submittal.
- Titusville contract with CBA.
- CBA proposal provided by the Mayor where the price is less than that charged to Titusville.
- An e-mail from Titusville that CBA is performing satisfactorily.
- Score sheet from Titusville.

These items satisfy our purchasing policy requirements should the Council wish to move forward with a CBA contract.

DUNE WALKOVER

The cost estimates for dune walkovers from last week gave us a bit of sticker shock, but that is for the complete construction of a new walkover. We've been in contact with Anchor Engineering and Kimberly from CDC to look at ways to ease the costs. Public Works is looking at utilizing some of the current structures and modifying the walkovers to comply with our goal.

GREASE TRAP

I did get a chance to speak with Lance Watson, engineer for the Seaside Market. I let him know the Council had a brief discussion on the grease trap location. The perfect scenario, of course, would be to have the trap located on their own property. But if there is not a suitable way to accomplish that (due to the tight fit of the project) the Council would entertain entering into some agreement to cover the details of operation and to ensure this does not set a precedent for future similar requests. He will not be at the May 27th meeting but will send a spokesman on his behalf.

EMPLOYEE OF THE MONTH

We decided that naming 12 employees during the year with an employee count in the low 40's might get a little repetitive. So, we will go with employee of the quarter. We will choose the lucky individual in late June for presentation in July.

But in the meantime, I must pass on an incident that happened today. This is from PWD Steele:

I would like to take a moment to highlight an incident that occurred today which made me especially proud of our team. While working at the end of Pier Road to complete the restroom installation, Mr. Sam Buccieri from the Public Works Department, along with Mr. Jermaine Larry, Mr. Jason Earnest, Mr. Braelin Harpe, and Mr. Ronald Jones with the Utilities Department, noticed an elderly gentleman and his wife who appeared to be struggling on their way back to their vehicle.

Without hesitation, our team sprang into action. They provided cold water and a cool rag to help the gentleman recover, assisted him in sitting down to rest, and helped him put his sandals back on. They also carried the couple's chairs and belongings to their vehicle and ensured both individuals were safely inside with the air conditioning running. Without their quick and compassionate response, this situation could have easily escalated into a critical medical emergency requiring emergency services.

This level of care and attentiveness speaks volumes about the quality of the individuals who serve this city. Their kindness, professionalism, and willingness to help a complete stranger are truly commendable. I sincerely thank and applaud each of them for going above and beyond in the service of others.

JETTY BIDS

We'll keep you updated as we work through the request of FEMA for additional funding for the project.

AMPHITHEATRE

No update.

TOMMY DAVIS

Mr. Davis is bringing suit against the City for retaliation and age discrimination. We have been notified that PGIT (insurance) will cover us. PGIT will also cover us for a suit from Randy June alleging Truitt creating a hostile and inappropriate work environment.

PUBLIC USE OF SHELLS

Once we get our form for the public to sign from our Attorney, we'll schedule a couple of days for the public to get their 5-gallon bucket of shells.

EMPLOYEE HANDBOOK/PERSONNEL POLICY

Beginning work on updating the document because of the HR investigation and JLAC recommendations. Department heads are in the process of reviewing and giving me their edits. Once we all complete the first draft, we'll let our City Attorney review to make sure we are compliant with labor laws.

LDC UPDATE

Hope to get some positive momentum at next week's P & Z meeting.

BAY LEAGUE OF CITIES

The Bay County League of Cities will be holding a dinner on June 9th at San Marcos on 532 N Tyndall Pkwy. Guest speaker will be Becca Hardin, President/CEO of Bay Economic Development Alliance. Most of our Council members should have received an e-mail concerning the dinner, but I'm not sure the new Council members got the invite. I'll forward the e-mail to all of you just in case.

CASUNA AND OCEAN PLANTATION

I remember last year when I was here the CASUNA subdivision requested that the City take over maintenance of their utilities and roads. The plat indicated the City would take over maintenance, but the City (to the best of our knowledge) never voted to take over. That is where it was left off. Now the request may be coming again. As for Ocean Plantation, the plat clearly states they are responsible for maintenance, but may be asking for the City to take over maintenance. I requested to the HOA of each to send a formal request to the City and we'll take it up for consideration.

BEACH VENDING PERMITS

Now that we have passed ordinance 852, it is time to replace any temporary permits with the annual permits. Hi Tyde Beach Services made the request, and we discovered there is no non-temporary permit application (Chris did an excellent job of crafting the temporary permit). We were able to find the temporary permit, so Tammy is in the process of making an application for a Class I and Class II application. The temporary permits expired on April 30 but were extended pending approval of the updated ordinance. As for Hi Tyde, the temporary permit cost was \$62.50, which is the cost of an Occupational License. Hi Tyde is not at fault for the lack of an Occupational License because they were told to pay that amount for the beach vending license. We will allow them to fill out an occupational license application and apply the \$62.50 towards that and then collect the \$100.00 for the beach vending permit.

CODE ENFORCEMENT

- Picked up approximately 15 snipe signs in Right of way and on telephone poles.
- Issued 3 Courtesy Violations at boat launch
- Received complaint about an RV on Magnolia, checked it only had electric plugged in.
- White trailer on 34th St in right of way, had sent Notice of Violation last month no response, had sheriff check it out they red tagged the trailer if no response by this Friday will tow the trailer.
- Worked on updating spreadsheet checking Certified Letter when and if delivered through USPS, checked lots for being cut and marked spreadsheet complete.
- Received complaint about construction on Louisiana no dumpster, contacted contractor no answer will follow up.

PUBLIC WORKS

Projects and Tasks Completed or In Progress

Beach Projects

- Continued installation of additional poles and rope barriers, and two complete crossovers left, and approximately ten more rope extensions.
- Started Beach Raking and serviced both beach tractors and beach rakes.
- The Public Works Department has started to work with the Turtle Research Team with the leave no trace and ensuring the beach is clean.
- Assisted the Turtle Research Team with their vehicle becoming stuck on the beach.
- Installed the volleyball net.

Traffic and Safety Improvements

- Continued installation of fine amount signs on dune protection signage. There are approximately ten streets left.
- Changed one parking spot on 37th Street (Pier Road) into a fire lane for Fire Rescue and Law Enforcement emergency access.
- Repainted parking lot markings on Peir Road.
- Met with a Texas Asphalt patching company and field testing some new products for potholes and roadway washouts.

Stormwater Management

- Continued the clearing of the stormwater ditch along St. Joe Road and Ocean Plantation Circle
- Cleared the swales on Louisiana Drive.

Parks and Recreations

- Completed a deck at the bottom of the north stairs to Sunset Park with drainage and grass restoration.
- Restrooms at the end of Pier Road (37th Street) completed and opened to the public.

Routine Operations and Maintenance

- Restroom cleaning and maintenance across public facilities
- Roadway maintenance and landscaping, including mowing
- Drive shaft repairs on Sanitation Truck #008 are ongoing.
- Ongoing fleet repairs and preventative maintenance
- Continued pothole repairs and general roadway maintenance
- Cleared out the property and maintenance around the old 14th Street Fire Station.
- Rebuilding dumpsters for additional customers.

UTILITY DEPARTMENT

Smoke testing for the week of May 12th completed, installation of water meters in salt creek phase 2 in progress. Meeting with Anchor and Mainline for the Nanook and 14th street lift station rehabilitation.

FIRE DEPARTMENT

As the beach renourishment has been completed and the walkway post and rope are in place, we have been finishing the placement of red number or letter signs to help people know where they are on the beach should they need a first responders' help. These are red signs with white numbers or letters and are visible at the entrance and exit of all the beach access points.

Now that the 98 resurfacing project has been completed, we have started to place blue hydrant markers to highlight where the hydrants are after dark. We will be continuing this throughout the city in the coming weeks.

We have been working on using part of the old firehouse as a training building so should people see us down there flowing water or in full PPE, we are training rather than there being an issue.

HARBOR MASTER

Things are looking busy for next week with memorial weekend and the start of snapper season. I will be, with the help of the fire department, helping control the parking lot on Saturday 24th as it will be one of the busiest days of the year at the boat ramp, weather permitting.

I will be placing with the help of the dredging team, the missing caps on the poles in and around the city slips in the coming days to stop birds from roosting on them and making a mess of client's boats.

Thank you to all that help keep the area looking good during the season.

BAY COUNTY SHERIFF'S OFFICE

April 1 – May 1, 2025

Calls for Service	172
Miles Patrolled	11,398
Traffic Stops	35
Citations	3
Warnings	32
Arrests	1 criminal traffic
Traffic accidents	5

FLOODPLAIN CONSULTANT

We have issued 491 minor floodplain reports/permits to date.

Major applications (Commercial, Subdivisions, Plats etc.) listed below have either been reviewed and feedback provided, are pending more information from the applicant, or have been permitted. Please see the lists below for status details:

Pending Application/ Meetings Held:

- Sweetwater at Mexico Beach: Preliminary meeting held June 25th, 2024.
- Harmony Lakes preliminary meeting held August 28th, 2024.

Reviewed & Feedback Provided - Pending new information:

- The Palms - 1008 15th St. Units A-D
- Forgotten Coast Villas (Development Order- Structures)

Approved/ Approved with Comments:

- 102-104 14th St Replat Application
- 2902 Hwy 98 Development Order for Mixed Use Building
- Salt Creek Final Plat Approval
- Cottages at Paradise Cove (Preliminary Plat, Final Plat, & Development Order)
- 480 15th St. - Restaurant (Playa De Mexico)
- 712 Highway 98- Restaurant
- The Driftwood Inn Chapel
- Salt Creek Temporary Parking Lot
- Villas at Mexico Beach (Development Order)
- 100 42nd St. S (Preliminary Plat)
- 314, 316, 318 Hatley Dr. Duplex
- Toucans- 719 Hwy 98 (Development Order- Structure Only)
- 4101 Hwy 98 (Development Order)
- El Governor (Development Order) - Bathroom & Pool
- Salt Creek Townhomes Ph. 2 (Preliminary Plat)
- Aquas Esmeralda (Preliminary Plat)
- Aquas Esmeralda (Development Order)
- Sweetwater at Mexico Beach (Preliminary Plat)
- Cape & Coast Office: 3016 Hwy 98 (Development Order)