

CITY OF SANIBEL

REPORT OF EX-PARTE COMMUNICATION

This form is to be filled out, signed and delivered to the recording secretary of the Council, board, commission or committee for disclosure on the record at the quasi-judicial hearing to which it applies.

Date of Communication: 12/1/25

Person or Group with whom Communicated: Attorney John Agnew
City Manager Jana Sousa and Deputy City Manager Steve Chaipel

Quasi-judicial Action: Appeal of Building Official Decision

Type of Communication (mark one): Oral ☒ Written ☐

Substance of communication (If written, attach copy; otherwise describe):

Explanation of process to address the appeal
including the basis of the appeal and the
State Building codes that apply

Signature of Public Official: Richard Johnson

Printed Name of Public Official: RICHARD JOHNSON

Date: 12-1-25

Note: The completed form shall be attached to the adopted meeting minutes.

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Date of Communication: Dec 1, 2025

Person or Group with whom Communicated: John Agnew, Dana City Attorney
Dana Souza - City Manager, and Steve Chaipel, Dep City Manager

Quasi-judicial Action: _____

Type of Communication (mark one): Oral ☒ Written _____

Substance of communication (If written, attach copy; otherwise describe):

During my normal briefing before a schedule 6
City Council Meeting there was a general discussion
around the Whitecaps South Condominium Association
Appeal Hearing.

Signature of Public Official: _____

Printed Name of Public Official: _____

Date: _____

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Date of Communication: 12/1/2025

Person or Group with whom Communicated: _____


Dana Souza, Steve Chaipel, John A GNEW

Quasi-judicial Action: White Caps South Condominium

Type of Communication (mark one): Oral ☒ Written _____

Substance of communication (If written, attach copy; otherwise describe):

Attorney John Agnew discussed the
general issues of the dispute
between White Caps Condo &
the City of Sanibel's
Building Dept.

Signature of Public Official: 

Printed Name of Public Official: Laura DeBuc

Date: 12/2/2025

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Date of Communication: 12-1-25

Person or Group with whom Communicated: City Manager Dana Souza
Dep City Mgr Steve Chaipel, City Attn: John Agnew

Quasi-judicial Action: 12A Whitecaps

Type of Communication (mark one): Oral ☒ Written ☐

Substance of communication (If written, attach copy; otherwise describe):

General Discussion on Resolution 25-072
Discussed time line and process for
original decision and appeal.

Signature of Public Official: Holly D. Smith

Printed Name of Public Official: Holly D. Smith

Date: 12-1-25

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