



City of Sanibel

800 Dunlop Road
Sanibel, FL 33957

Meeting Minutes - Draft City Council

Tuesday, October 7, 2025

9:00 AM

MacKenzie Hall - 800 Dunlop Road

1. CALL TO ORDER

The meeting convened at 9:00 a.m.

2. INVOCATION AND PLEDGE OF ALLEGIANCE (Vice Mayor Smith)

Vice Mayor Smith gave the Invocation and led the Pledge of Allegiance.

3. ROLL CALL

Present: 5 - Mayor Mike Miller, Vice Mayor Holly Smith, Councilmember Laura DeBruce, Councilmember John Henshaw, and Councilmember Richard Johnson

4. SET THE AGENDA

The agenda was set as published.

5. PUBLIC COMMENTS FOR NON-AGENDA ITEMS

There were no public comments from the audience.

6. PRESENTATION(S)

a. Breast Cancer Awareness Proclamation

Mayor Miller welcomed Gloria Garrett and Let's Pink Out representatives, along with Recreation Department Staff, to the front. Mr. Miller read into record and presented a proclamation recognizing breast cancer awareness month. Ms. Garrett expressed her appreciation for the proclamation.

b. 25 Year Service Award - Scott Krawczuk, Public Works Deputy Director

Mayor Miller read into record and presented Scott Krawczuk with a proclamation recognizing his 25 years of service to the City of Sanibel. Mr. Miller also noted Mr. Krawczuk's name had been added to the Quarter Century Club plaque on display in MacKenzie Hall and highlighted projects Scott had worked on. Fred Mittl, Public Works Director, summarized more of Scott's background and expressed his appreciation for Scott's service. City Manager Souza and Councilmembers additionally expressed their appreciation for Scott and his service to the City.

c. 2025 Florida Native Plant Month on Sanibel Island Proclamation

Mayor Miller welcomed Natural Resources Department Staff and Vegetation Committee Members to the front. Mr. Miller read into record and presented a proclamation recognizing Native Plant Month on Sanibel Island. Natural Resources Director Holly Milbrandt expressed her appreciation for the proclamation. Vegetation Committee Chair Barb Wyskowski spoke to some upcoming presentations scheduled, inviting all to attend the Vegetation Committee meetings.

d. Florida City Week Proclamation

Mayor Miller welcomed Vice Mayor Smith as the sitting President of the Florida League of Cities (FLC) to the front and read into record a proclamation recognizing Florida City Week. Public Information Officer Eric Jackson spoke to the events scheduled throughout Florida City Week (October 18 through October 24). Vice Mayor Smith expressed her appreciation for the proclamation and continued engagement of the citizens.

e. Overview of a study by the Roskamp Institute to investigate the impact of red tide toxins on brain health presented by Dr. Barb Kirkpatrick & Dr. Laila Abdullah (Supplement 1)

Natural Resources Director Holly Milbrandt introduced Dr. Barb Kirkpatrick who provided a summary of the red tide study scope and introduced Dr. Laila Abdullah who is partnering with her in the study.

Council inquired what the hypothesis was and if the results would be included in peer review literature. Dr. Abdullah spoke to this being the second study, provided a brief summary of studies being worked on, and advised that the work would be published. Further discussion ensued regarding the study having started in 2024 and being a 5 year study.

Council inquired what other providers were being worked with. Dr. Kirkpatrick advised they would be reaching out to Lee Health and were partnering with University of Central Florida (UCF). Discussion ensued regarding the breadth of the study area and time frames for doing the studies.

Discussion turned to how the studies may correlate with dementia or Alzheimer's, different components of the studies, and the importance of the studies to provide was to combat red tide.

7. 9:10 - SECOND READING AND PUBLIC HEARING

a. Investment Policy

ORDINANCE 25-018 OF THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA, AMENDING THE CODE OF ORDINANCES RELATING TO CHAPTER 50, PERSONNEL, ARTICLE VI, CITY OF SANIBEL INVESTMENT POLICY;

PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERANCE; AND PROVIDING AN EFFECTIVE DATE

Attorney John Agnew read into record the title of Ordinance 25-018. Deputy City Manager Steve Chaipel summarized the purpose for the code update.

Discussion ensued regarding what changes would be publicly visible and the expected savings due to the changes.

Councilmember Henshaw moved, seconded by Councilmember Johnson, to adopt Ordinance 25-018. The motion carried.

8. FIRST READING OF AN ORDINANCE AND SCHEDULING OF PUBLIC HEARING

a. Boat Ramp Violation Penalties

ORDINANCE 25-020 OF THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA, AMENDING THE CODE OF ORDINANCES, CHAPTER 66, TRAFFIC, ARTICLE II, PARKING, STOPPING AND STANDING, DIVISION 2, BEACH AREA PARKING RESTRICTIONS, SUBDIVISION II, PERMITS, SECTION 66-76, TYPES OF PERMITS, AND SECTION 66-85, FEES; HOURS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERANCE; AND PROVIDING AN EFFECTIVE DATE

Attorney Agnew read into record the title of Ordinance 25-020.

Second reading and public hearing scheduled for 9:05 a.m., Tuesday, November 4, 2025.

9. OLD BUSINESS

a. Storm Water Master Plan Update Presentation

City Engineer Oisin Dolley provided a brief Power Point presentation regarding the master plan update and introduced Jordan Varble from Johnson Engineering.

Discussion ensued regarding the modifications of flap gates and evapotranspiration. Mr. Varble spoke to the number of sensors across the island and how the data is gathered.

Council inquired if the recommendation for removing brackish water from the basins was being addressed and if the basins were included in the freshwater system. Mr. Dolley advised that everything within the river basin is goaled to be freshwater. Discussion turned to the automation or pumping of the weir operations. City Manager Souza spoke to a combined study for pumping and automation as part of the Capital Improvement Projects list and noted the process.

Council inquired if the amounts in table 5 from the presentation were rolling averages. Mr. Varble advised they were long term averages.

Discussion ensued regarding consideration of water run-off or storage when raising roads, the flap gates being to limit saltwater intrusion and affects from sea level rise, and pumping allowing movement of water faster prior to a storm. Mr. Varble spoke to the advantages and disadvantages of the pumps.

b. RESOLUTION 25-060 OF THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA, ACCEPTING AND ADOPTING THE CITY'S 2025 SURFACE WATER MANAGEMENT MASTER PLAN UPDATE; AND PROVIDING THE EFFECTIVE DATE

City Attorney Agnew read into record the title of Resolution 25-060.

Public Comment:

- Lyman Welch - Sanibel Resident - requested specific items to be directed to Planning Commission for consideration.
- Ed Holden - Sanibel Resident - spoke to the possibility of pumping into Jordan Marsh prior to a storm event
- Eric Milbrandt - Sanibel Captiva Conservation Foundation (SCCF) - spoke to projects or actions planned in preparation of any storms.

Discussion ensued regarding how the 2018 Master Plan recommendations were, or would be, incorporated in the new update.

Vice Mayor Smith moved, seconded by Councilmember DeBruce, to adopt Resolution 25-060. The motion carried.

c. Legislative Priorities (Supplement 3)

City Manager Souza summarized the proposed priorities and provided a brief PowerPoint presentation.

Discussion ensued regarding the shared use path reconstruction and including language regarding funds provided, expressing support of FLC priorities at a future meeting, funding for elevate Florida, small business emergency bridge loans, and options for revisiting the Tradewinds problem which was caused by DEP mandate to close the outfall.

Further discussion ensued regarding the order of the priorities, everglades and water quality being critical items, Small Business Administration (SBAs) loans, the "Elevate Florida" program, and short term rentals. Conversations turned to responding to legislation at the state or federal levels and the shared use path usage study. Mr. Souza spoke to emphasizing use of the shared use paths. Continued discussion

ensued regarding the non-point source grant from the Department of Environmental Protection (DEP).

Public Comments:

- Lyman Welch - Sanibel Resident - support of proposed response to Senate Bill 180, emphasize water quality, and proposed including restrictions for single-use plastics.

Discussion ensued regarding learning more about legislation regarding single-use plastics.

City Manager Souza thanked Holly Milbrandt, Ashlee Painter, and Eric Jackson for their work on organizing and gathering the information included in the priorities.

- d. Request from Sundial Beach Resort and Spa to consider an accommodation to Chapter 30, Article III, Sec. 30-64 for Special Event Permit 25-124, for an event on December 31, 2025 to end at 12:00 a.m.(midnight)

Recreation Director Andrea Miller spoke to the background for the request.

Discussion ensued regarding the time being under Section 30-63(13) and the decibel limits being under Section 30-64. Attorney Agnew advised the code sections as 30-63(13) and 30-64.

Discussion ensued regarding allowing the extension of time to 12:30 a.m., extending noise level of 66dbb to 12:30 as well, making the recommendation for including a condition for use of directional speakers, Section 30-64(c) being for multifamily and duplexes and including the modification to that section in any approval.

Discussion continued regarding approval for extension of time to 12:30 a.m., as well as allowing noise level of 66 dba, while including a condition for use of directional speakers.

City Manager Souza spoke to responding to any complaints received.

Vice Mayor Smith moved, seconded by Councilmember DeBruce, to approve the special event permit with the time extension of 12:30 a.m., sound level of 66dbb, and condition for directional speakers. The motion carried.

10. NEW BUSINESS

- a. **RESOLUTION 25-061 EXPRESSING THE INTENT OF THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA, TO DECLARE A SPECIAL ASSESSMENT TO FINANCE A PUBLIC IMPROVEMENT AS AUTHORIZED BY THE HOME RULE PROVISION OF THE FLORIDA CONSTITUTION, GENERAL LAW, AND THE SANIBEL CHARTER; ESTABLISHING A SPECIAL ASSESSMENT FOR THE PURPOSE OF DREDGING IN THE SANIBEL HARBOURS INLET, DISPOSAL OF**

DREDGE MATERIALS, AND RELATED FUTURE DREDGING SURVEYS WITHIN AN AREA TO BE REFERRED TO AS THE "SANIBEL HARBOURS INLET DREDGING ASSESSMENT DISTRICT"; ADOPTING THE PROCEDURES SET FORTH IN CHAPTER 170, FLORIDA STATUTES; PROVIDING FOR A DESCRIPTION OF THE NATURE AND LOCATION OF THE IMPROVEMENT, THE MANNER OF LEVYING AND COLLECTING ASSESSMENTS, SPECIFYING THE PORTION OF THE ASSESSMENT TO BE PAID BY THE CITY TO ACCOUNT FOR GENERAL PUBLIC BENEFIT ACCRUING FROM THE PROJECT, THE ESTIMATED COST, AND THE DESCRIPTION OF THE LANDS UPON WHICH THE ASSESSMENT SHALL BE LEVIED; AND PROVIDING AN EFFECTIVE DATE

City Manager Souza summarized the memorandum included in the agenda packet. Attorney Agnew read into record the title of Resolution 25-061.

Discussion ensued regarding this not being a new cost to the City, being a formalization of the process, and being an annual cost with the dredge occurring every five years.

Erika Steiner, on behalf of the neighborhood, thanked City Manager Souza and staff for their efforts.

There were no public comments from the audience.

Councilmember Johnson moved, seconded by Vice Mayor Smith, to adopt Resolution 25-061. The motion carried.

11. CONSENT AGENDA

CONSENT ITEMS PULLED FOR DISCUSSION

BUSINESS ITEMS

- a.** Adoption of Minutes
- b.** Approval of a contract with BlueTerra LLC in the amount of \$370,432.43 for the Pond Apple Park Post Hurricane Ian Pond Bank Restoration project and authorize the City Manager to execute the contract.
- c.** Sundial Beach Resort request for ten (10) additional special event permits for 2025 calendar year

Approval of Consent Agenda Business Items 11(a), (b), and (c).

Vice Mayor Smith moved, seconded by Councilmember Johnson, to approve Consent Agenda Business Items 11(a), (b), and (c). The motion carried.

12. INFORMATIONAL ITEMS

- a. Hazard Mitigation Grant Project Update (East Rocks, Tradewinds)
- b. Water Quality Report from Natural Resources Department
- c. Finance Department Reports
 - i. Causeway Counts
 - ii. Grants Report
- d. Berry Dunn Matrix Update

No discussions were held on the informational items.

13. GENERAL COUNCIL DISCUSSION

Vice Mayor Smith inquired about returning to a separate line item for "Future Agenda Items", receiving more information regarding the "town center" and expansion opportunities, having received an email from Bob Moore (to be added to the record) relating to property taxes, and recent meetings attended.

Councilmember Henshaw spoke to Eric Jackson receiving the Public Relations Professional of the Year Award from the Southwest Florida Chapter of the Florida Public Relations Association, noted the "Roots in Resilience" initiative and event on December 20, 2025 at BIG ARTS, and concerns with code violations by contractors.

Councilmember DeBruce spoke to reasons for keeping future agenda items with general Council discussions; expressed appreciation to Charitable Foundation of the Islands (CFI), Sanibel Captiva Chamber and SanCap Bank for their small business loan program; thanked CFI, the Chamber and FGCU for an entrepreneurship program; and noted the reopening of the Farmer's Market.

Councilmember Johnson further spoke to the AI workshop hosted by CFI, the Chamber, and FGCU, water quality remaining a critical concern, and concurred with leaving future agenda items in general Council comments.

Mayor Miller spoke to getting consensus for including expansion of the town center district as a future agenda item. City Manager Souza requested clarification of the scope for the future agenda item of expanding the town center district. Discussion ensued regarding clarification of what "expansion" of the town center district may look like.

Mayor Miller spoke to John Lai being appointed to the Tourist Development Council (TDC), CFI sponsoring the inaugural generosity breakfast on Tuesday, November 18th, and expressed appreciation for the information provided on the Sanibel Solutions dashboard.

14. CITY MANAGER'S REPORT

Mr. Souza confirmed that future agenda items would remain under General Council discussions, noting he would add the future agenda items matrix to the next agenda. He further spoke to events for Florida City Week, thanking Staff for their assistance in creating and hosting the events.

15. CITY ATTORNEY'S REPORT

Attorney Agnew spoke to code enforcement items:

- Have processed through the majority of distressed properties at hearings
- Turtle lighting violation
- Coverage and over developed violations

Mr. Agnew spoke to concerns with the recommendation for providing a contractor template, noting that the property owner would be held liable for any violation.

16. PUBLIC COMMENT

There were no public comments from the audience.

17. ADJOURNMENT

There being no further business, the meeting adjourned at 12:27 p.m.