



City of Sanibel

800 Dunlop Road
Sanibel, FL 33957

Meeting Minutes - Draft City Council

Tuesday, December 16, 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 (Councilmember Johnson)

Councilmember Johnson gave the Invocation and led the Pledge of Allegiance. Mayor Miller requested moment of silence in memory and honor of those who lost their lives in the attacks in Australia and Rhode Island.

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.

Mayor Miller welcomed, Lee County Commissioner Kevin Ruane.

5. PUBLIC COMMENTS FOR NON-AGENDA ITEMS

Public Comment:

- Alan Kappers - Point Santo de Sanibel - requesting recovery relief for non-conforming structures.
- Ken Burgener - spoke appreciation for the recovery of the shared use path, improvements of landscaping around the island, and the Sanibel Rangers program.

6. PRESENTATION(S)

- a.** Presentation of the Florida Certified Professional Clerk (FCPC) Certification to City Clerk Scotty Lynn Kelly

Pamela Smith, on behalf of the Florida Association of City Clerks (FACC) Education Task Force, presented City Clerk Scotty Lynn Kelly with her Florida Certified Professional Clerk (FCPC) certificate and pin. Clerk Kelly expressed her appreciation for the recognition, thanking her staff, the Council and City Manager, and her family for the support in continuing her education. Ms. Kelly also thanked the Sanibel Captiva Business Women's Association for the scholarship awarded which

covered the cost of the program.

Council members expressed their congratulations to, and appreciation of, Ms. Kelly and her service to the City.

b. Presentation regarding a City partnership on Solar United Neighbors' (SUN) Switch Together Program

Bob Moore, SanCap Resilience Coalition, on behalf of Solar United Neighbors (SUN), and Ashlee Painter, City of Sanibel Chief Resilience Officer, provided a brief PowerPoint presentation regarding the Switch Together program.

Discussion ensued regarding vetting the installers, how the solar program works when power is out, working with local installers, how the program works with the electric providers, the types of batteries used, and complying with the building code above flood level.

Mr. Moore spoke to the community education piece of the program and battery options.

There were no public comments from the audience.

Vice Mayor Smith moved, seconded by Councilmember Johnson, to approve a partnership between the City of Sanibel and Solar United Neighbors for the Switch Together Program. The motion carried.

c. Website Enhancements & New Interactive Mapping Tools Update

Mayor Miller introduced Josh Holler, Superintendent of Streets and Parks who provide a brief presentation of the website enhancements relating to interactive mapping tools.

Vice Mayor Smith stepped out of the meeting at 9:50 a.m. and returned at 9:52 a.m.

Discussion ensued regarding promoting the upgrades to the website and partnering with the Chamber to get the word out. City Manager Dana Souza expressed appreciation for Mr. Holler's initiative to create the interactive maps. Council expressed their appreciation for the presentation and the enhancements to the site. Council inquired if a watering regulations/allowances map could also be included, to which Mr. Holler confirmed.

7. 9:10 A.M. - PUBLIC HEARING

**a. Sanibel Harbours Inlet Dredging Assessment District
RESOLUTION 25-073 OF THE CITY COUNCIL OF THE CITY OF SANIBEL TO
DETERMINE THE PROPRIETY AND ADVISABILITY OF ESTABLISHING AND**

IMPLEMENTING A SPECIAL ASSESSMENT TO BE COLLECTED ON AN ANNUAL BASIS FOR THE PURPOSES OF FUTURE DREDGING OF THE SANIBEL HARBOURS INLET WITHIN AN AREA TO BE REFERRED TO AS “THE SANIBEL HARBOURS INLET DREDGING ASSESSMENT DISTRICT”; DECLARING, LEVYING, AND IMPOSING SUCH ANNUAL SPECIAL ASSESSMENTS PURSUANT TO CHAPTER 170, FLORIDA STATUTES, THE FLORIDA CONSTITUTION, GENERAL LAW, AND THE SANIBEL CHARTER; PROVIDING FOR THE SPECIAL ASSESSMENT; PROVIDING FOR A RECURRING ANNUAL SPECIAL ASSESSMENT; PROVIDING CERTAIN PROCEDURES WHICH MAY BE USED BY THE CITY COUNCIL WITH RESPECT TO ASSESSMENT ROLLS; APPROVING COLLECTION OF ASSESSMENT THROUGH THE UNIFORM METHOD OF COLLECTION (i.e. TAX BILL) OF SUCH ASSESSMENTS PURSUANT TO SECTION 197.3632, FLORIDA STATUTES, FOR TAX YEAR 2026, BEGINNING AND FOR FUTURE TAX YEARS ON A RECURRING ANNUAL BASIS; AND PROVIDING AN EFFECTIVE DATE

Attorney Agnew read into record the title of Resolution 25-073. City Manager Dana Souza provided a brief background for the establishment of the assessment. Mr. Souza advised the affidavit from the News-Press regarding the required legal advertising would be added to the record once received.

Public Comment:

- Marty Harrity - on behalf of the Sanibel Harbours Residents - spoke to the benefits to the residents and HOA by establishing the assessment.

Vice Mayor Smith moved, seconded by Councilmember DeBruce, to adopt Resolution 25-073, 1) authorizing and levying a recurring annual special assessment on the 44 parcels within the Assessment District, as shown in Final Assessment Roll (Exhibits included), of \$586.23/parcel/year and 2) Approving the method of collection for the assessment through the uniform method of collection (i.e., tax bill), which such approval remains subject to additional City Council approvals in 2026. The motion carried.

b. Sanibel Harbours Inlet Dredge Assessment Equalization Board

RESOLUTION 25-074 OF THE SANIBEL CITY COUNCIL SITTING AS THE SANIBEL EQUALIZATION BOARD; EQUALIZING AND APPROVING A RECURRING ANNUAL SPECIAL ASSESSMENT TO FUND THE DREDGING OF THE SANIBEL HARBOURS INLET DREDGING ASSESSMENT DISTRICT; EQUALIZING AND APPROVING THE RECURRING ANNUAL SPECIAL ASSESSMENTS FOR FISCAL YEAR OCTOBER 1, 2026 THROUGH SEPTEMBER 30, 2027; PROVIDING FOR THE CONFIRMATION, ADOPTION, AND FILING OF A FINAL ASSESSMENT ROLL FOR SAME; PROVIDING FOR CONFIRMATION OF THE RECURRING ANNUAL SPECIAL ASSESSMENT FOR FUTURE YEARS; AND PROVIDING AN EFFECTIVE DATE

Attorney Agnew read into record the title of Resolution 25-074.

Vice mayor Smith moved, seconded by Councilmember Henshaw, to adopt resolution 25-074. The motion carried.

8. DISCUSSIONS OF DRAFT LEGISLATION

a. Clarification of Optional Police Pension Contribution and Benefit

DISCUSSION ONLY - ORDINANCE 25-025 OF THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA, AMENDING THE CODE OF ORDINANCES RELATING TO CHAPTER 50, PERSONNEL, ARTICLE III, POLICE OFFICERS' RETIREMENT, DIVISION 2, PENSION PLAN, SUBDIVISION XV, FUNDING, SECTION 50-441, PARTICIPANT CONTRIBUTIONS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERANCE; AND PROVIDING AN EFFECTIVE DATE

Deputy City Manager Steve Chaipel provided a brief background for the draft clarification to the code.

Vice Mayor Smith moved, seconded by Councilmember Johnson, to move the draft ordinance to first reading. The motion carried.

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

a. Clarification of Optional Police Pension Contribution and Benefit

FIRST READING - ORDINANCE 25-025 OF THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA, AMENDING THE CODE OF ORDINANCES RELATING TO CHAPTER 50, PERSONNEL, ARTICLE III, POLICE OFFICERS' RETIREMENT, DIVISION 2, PENSION PLAN, SUBDIVISION XV, FUNDING, SECTION 50-441, PARTICIPANT CONTRIBUTIONS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERANCE; AND PROVIDING AN EFFECTIVE DATE

Attorney Agnew read into record the title of Ordinance 25-025.

Second reading and public hearing scheduled for 9:05 a.m., Tuesday, January 13, 2026.

10. OLD BUSINESS

a. Presentation of the Draft Vulnerability Assessment

Natural Resources Director Holly Milbrandt introduced Jenna Phillips, Project Manager, Cummins Cederberg, who provided a brief PowerPoint presentation relating to the vulnerability assessment report.

Council inquired if there were coordination with any groups that are specifically focused on barrier islands, to which Ms. Phillips advised she was unaware of any specific group focus and that would be a good item to include in the assessment process. Discussion ensued regarding how to understand and use the data collected,

funding, next steps, Recreation Center vulnerability, best practices for barrier islands, and how to incorporate with the Sanibel Plan update and the adaptation plan. City Manager Souza spoke to the 2022 strategic planning which resulted in hiring the Chief Resilience Officer, noting how the studies will be incorporated.

Continued discussion ensued regarding Senate bills 250 and 180, the data being elevation and location based, and the document/data being fluid as buildings are being rebuilt. Director Milbrandt spoke to elevations and locations of the facilities being a specific period in time, the process for evaluating the facilities and infrastructure, and the storybook being a useful tool.

Public Comment:

- Bob Moore - spoke his appreciation for the in depth discussion and noted a National organization that focuses on island communities.

Discussion ensued regarding Vice Mayor Smith being on the National League of Cities (NLC) board and the NLC disaster recovery committee. Mr. Souza thanked the consultants and staff involved in the assessment project.

Councilmember DeBruce moved, seconded by Vice Mayor Smith, to accept and approve the draft City of Sanibel Vulnerability Assessment for submittal to FDEP. The motion carried.

The meeting recessed at 11:07 a.m. and reconvened at 11:16 a.m.

b. Sanibel Causeway Evaluation and Feasibility Study - 3 Travel Lanes

City Manager Souza introduced Bill Waddill, Senior Planner, and Ian Rairden, P.E., on behalf of Kimley-Horn to present the report and PowerPoint presentation.

Discussion ensued regarding additional bridge width, bike lanes or dedicated pedestrian/bike lane, and the process for granting an exception to width or barrier being through Lee County Department of Transportation (DOT). Continued discussion ensued regarding the desire to look at options for adding an additional lane and the need to approach the Lee County Metropolitan Planning Organization (MPO) for consideration of constructing a third lane.

Finally, discussion turned to the option of a cantilevered section of the bridge for bikes and pedestrians. City Manager Souza spoke to the scope of the assessment.

Public Comment:

- Mitch Koppelman - Sanibel Resident - spoke to the cantilevered option being a viable consideration.

Mr. Souza spoke to the unique characteristics of the bridges for barrier islands regarding the barriers used.

Councilmember Johnson moved, seconded by Vice Mayor Smith, to accept the report. The motion carried.

c. Stormwater Assessment Consulting Services

RESOLUTION 25-070 APPROVING BUDGET AMENDMENT 2026-003 TO APPROPRIATE FUNDING FOR CONSULTING SERVICES RELATED TO THE EVALUATION AND RECOMMENDATION OF A FUNDING METHODOLOGY FOR A STORMWATER ASSESSMENT PROGRAM AND PROVIDING AN EFFECTIVE DATE

Attorney Agnew read into record the title of Resolution 25-070. Deputy City Manager Steve Chaipel provided a brief background for the budget amendment.

Councilmember Henshaw moved, seconded by Councilmember Johnson, to adopt Resolution 25-070. The motion carried.

d. Discussion of a request from Sundial Resort to allow the sale of Beach Club Day Passes based on parking rather than limiting the sale based on the number of dwelling units unavailable to rent due to disaster-related damage

Director McMichael provided a brief background for the request. Councilmember DeBruce spoke to a conflict of interest due to being a business owner that partners with Sundial and may benefit financially. Form 8B Conflict of Interest was filed with the City Clerk and will be added to the record and Ms. DeBruce would not participate in the discussion or vote.

Discussion ensued regarding alternatives for calculating the number of passes and possibility of extending the allowance to July 2026. There were no public comments from the audience.

Continued discussion ensued regarding the legislation regarding the base calculation and increasing to 3.5 instead of 2.5 and requesting the facility management self regulate the number of passes being issued. City Manager Souza spoke to having observed that as the current practice. Ms. McMichael advised the Sundial provides a monthly report of passes issued.

Vice Mayor Smith moved, seconded by Councilmember Johnson, to allow Sundial Resort the sale of Beach Club Day Passes based on 3.5 parking spaces per unavailable units (25), and extending to July 31, 2026. The motion carried by a vote of 4-0 with Councilmember DeBruce recused.

Recused: 1 - Councilmember Laura DeBruce

e. Discussion to potentially rescind the motion adopted on November 4, 2025, to install a 3-way stop sign at the intersection of Sanibel Captiva Road and Rabbit Road ([Supplement 2](#), [Supplement 3](#))

Mayor Miller passed the gavel to Vice Mayor Smith at 12:31 p.m. Mayor Miller spoke to the background for the discussion and proposal to rescind the previous motion.

Discussion ensued regarding support for waiting to hear the traffic study results at an upcoming meeting and allowing time for public participation in the decision for possibly establishing a new 3-way stop.

Public Comment:

- Jason Cohen - 5847 Pine Tree - thanked Council for reconsidering the motion

Mayor Miller moved, seconded by Councilmember DeBruce, to rescind the November 4, 2025 motion, "Vice Mayor Smith moved, seconded by Councilmember DeBruce, to expedite the 3-way stop at Sanibel Captiva Road and Rabbit Road and authorize staff to design signs at the four proposed locations listed in the agenda memorandum, as well as consider traffic calming devices for Legion Curve", in its entirety. The motion to rescind carried.

Discussion ensued regarding the current motion being to mimic the one made in the November meeting; to reaffirm actions taken and direction given during the previous meeting.

Mayor Miller moved, seconded by Councilmember DeBruce, to authorize staff to design signs at the four proposed locations listed in the October 27, 2025 agenda memorandum, as well as consider traffic calming devices for Legion Curve for future discussion. The motion carried.

f. Wildlife Crossing Signage Recommendations

Vice Mayor Smith returned the gavel to Mayor Miller at 12:49 p.m.

Rachel Rainbolt, Conservation Officer, Natural Resources Department, provided a brief background and summarized the proposed signage as listed in the agenda memorandum.

Discussion ensued regarding next steps, support for considering the proposed wildlife signs, support of recommendations 2 and 3, concurred with classifying the areas as "wildlife corridor", recommended a bobcat sign at Legion curve, recommended to bring back the "low flying owls" signs, and suggested a wholesale review of signs and traffic calming devices. Further discussion ensued regarding the locations of the signs determining the animals posted/included on the signs.

City Manager Souza summarized the discussion and direction from Council. He also advised the speed study would be presented in January.

Further discussion ensued regarding traffic calming devices should be a different discussion and moving forward with direction on the signs.

g. Florida Legislative Session 2026 (Supplement 3)

City Manager Dana Souza provided a brief summary of the memorandum included in the agenda packet. Vice Mayor Smith passed out a copy of an article regarding the

Florida League of Cities legislative priorities (to be added to the record).

City Manager Souza spoke to House Joint Resolution 209.

Discussion ensued regarding off-shore drilling in the Gulf, to consider authorizing Mayor to send a letter opposing offshore drilling, initiate a contract within the City Managers spending authority for a lobbyist, recommending the letter go to the local delegation prior to the Federal administrative offices.

Discussion turned to HB209, working with Sanibel Captiva Conservation Foundation (SCCF) and partnering with the Chamber/business community relative to SB240.

11. NEW BUSINESS

- a. Grant award from the National Laboratory of the Rockies (NLR) to complete a Strategic Energy Plan through the Energy Technology Innovation Partnership Project (ETIPP)

Ashlee Painter, Chief Resilience Officer, provided a summary update of the grant and the scope of the project.

Discussion ensued regarding the work product being a plan suitable for a coastal community and how the grant works in concert with the SWITCH program.

Councilmember Johnson moved, seconded by Vice Mayor Smith, to approve the National Laboratory of the Rockies (NLR) subcontract to complete a Strategic Energy Plan through the Energy Technology Innovation Partnership Project (ETIPP). The motion carried.

12. CONSENT AGENDA

CONSENT ITEMS PULLED FOR DISCUSSION

Vice Mayor Smith Requested to pull item 12a.

ADOPTION OF RESOLUTIONS

- a. Fiscal Year 2026 Wage Increases

RESOLUTION 25-071 OF THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA, APPROVING BUDGET AMENDMENT 2026-002 TO BUDGET FUNDING FOR APPROVED PERSONNEL EXPENDITURES AND PROVIDING AN EFFECTIVE DATE

Attorney Agnew read into record the title of Resolution 25-071. Discussion ensued regarding the depth of discussions held prior to approving the wage increases.

Vice Mayor Smith moved, seconded by Councilmember Johnson, to adopt Resolution 25-071. The motion carried.

BUSINESS ITEMS

- b. Engineering Services for Clam Bayou-Dinkins Bayou Box Culvert Replacement
- c. Request from The Dunes Golf & Tennis Club for Special Event Permit 26-046 Lucchese Wedding, to consider an accommodation to Chapter 30, Article III, Section 30
- d. Sundial Beach Resort request for thirty (30) special event permits in 2026

Approval of Consent Agenda Business Items 12(b), (c), and (d).

Vice Mayor Smith moved, seconded by Councilmember Henshaw, to approve Consent Agenda business items 12(b), (c), and (d). The motion carried.

13. INFORMATIONAL ITEMS

- a. Finance Department Reports
 - i. Causeway Traffic Counts - November 2025
 - ii. Historical Museum & Village Financial Reports

No discussion was held on the Informational Items.

14. GENERAL COUNCIL DISCUSSION

- a. Future Agenda Items Matrix

Vice Mayor Smith spoke to the December 9th Planning Commission meeting and discussions regarding transfer of density rights. She further spoke to public comments received regarding the Rabbit Road - Sanibel Captiva Road intersection, and the pre-legislative session delegation luncheon.

Councilmember Johnson spoke to Lee County legislation addressing smoking on beaches and recommended directing Staff to research and draft legislation for Sanibel. Discussion ensued regarding adding as a future agenda item, cigars being exempt from any ban, and Bowman's Beach and Gulfside City Park being Lee County beaches.

Councilmember DeBruce congratulated Vice Mayor Smith upon being appointed to the National League of Cities (NLC) Board of Directors, spoke to the success of Luminary, and noted "Sanibel Island Art Hop" would be coming in January.

Councilmember Henshaw expressed support of addressing smoking on beaches, congratulated City Clerk Kelly upon her certification, noted looking forward to the upcoming employee appreciation luncheon, and concurred with all the holiday wishes expressed.

Mayor Miller spoke to addressing de-watering in an ordinance in the future, receiving

concerns from visitors regarding beach parking fines, and recommended consideration of class 2 e-bikes on the shared use paths on an upcoming agenda.

By consensus, Council added e-bikes and smoking on beaches as future agenda items. City Manager Souza spoke to targeting February for the e-bikes discussions. Further discussion ensued regarding a report from the Police Department with data of usage and speeds on the shared use path at the Sanibel Captiva Road/Rabbit Road intersection.

15. CITY MANAGER'S REPORT

City Manager Souza provided a brief update regarding the Sanibel Pier, noting the possibility of moving forward with temporary repairs in January. Mr. Souza spoke to Clerk Kelly's certification and advised the scope of her capstone project being relevant to the City operations. He further spoke to the process for the topic of transfer of density rights starting at the Commission level at Council direction.

Discussion ensued regarding the speed study, the number of tickets being issued, information provided in the Police blotter each week, and appreciation for all the hard work throughout 2025.

16. CITY ATTORNEY'S REPORT

Attorney Agnew spoke to school zone citation program, advised appeal hearings scheduled in January at Code Enforcement hearings, Water's Edge hearing coming back to Council, the statutes for smoking on beaches, and noted the Planning Commission liaison report to Council being provided at the first meeting of Council each month. Mr. Agnew further spoke to the discussions held at the Commission level regarding transfer of density rights.

17. PUBLIC COMMENT

Public Comment:

- Mitch Koppelman - Sanibel Resident - spoke in support of the wildlife signs, recommending a study of the current signs to ensure they are still needed.

City Manager Souza spoke to Council traveling to Tallahassee the week of January 20-22 with the week of February 9-11 as backup/follow up.

Vice Mayor Smith recommended a report from Planning Commission at any regular Council meeting.

18. ADJOURNMENT

There being no further business, the meeting adjourned at 2:19 p.m.