

11/4/2025

Sanibel Master
Transportation Plan
Recovery Consultant Services
Lee County, FL



Public Information Plan (PIP)
DRAFT

Table of Contents

INTRODUCTION 3-4

BACKGROUND 4-5

PROJECT SCOPE 3-4

GOALS 8-9

TITLE VI 9

PROJECT MILESTONES & SCHEDULES 10-13

PERFORMANCE MEASUREMENT PLAN 13

STAKEHOLDERS 13-17

KEY MESSAGES, THEMES, AND BENCHMARKS 17

COMMUNICATION – CONNECTING COMMUNITIES..... 17-18

BASE MAP..... 19

CONTACT INFORMATION 19

INTRODUCTION

Public Information Plan Overview

The Public Information Plan (PIP) provides a strategic foundation for identifying impacted community members and establishing inclusive, transparent communication protocols to support the development of the Sanibel Master Transportation Plan. The plan will be developed through Steering Committee guidance, Focus Group support, and comprehensive community engagement (both partner and public engagement).

Purpose and Objectives

The PIP is designed to:

- **Engage a diverse range of stakeholders** through proactive outreach, offering multiple opportunities for education, dialogue, and meaningful feedback.
- **Inform long-term mobility solutions** by integrating community perspectives into every phase of the planning process.
- **Guide stakeholder engagement** via a flexible, evolving document that adapts to new insights, outreach methods, and project milestones.
- **Serve as both a roadmap and a record** of public involvement, culminating in a comprehensive final report that documents outcomes, lessons learned, and recommendations for future initiatives.

By prioritizing transparency and collaboration, the PIP ensures that the voices of Sanibel's residents, businesses, and organizations help shape a transportation vision that reflects community values and long-term goals.

Leadership and Commitment

Outreach efforts are led by Volkert, Kittelson & Associates, and 24-7 Consulting. Together, this team is committed to delivering engagement strategies that align with the City of Sanibel's mission and uphold principles of inclusivity and responsiveness.

The PIP is a living document—continuously updated throughout the project lifecycle to reflect evolving community input, refine outreach strategies, and track progress. This iterative approach ensures that public involvement remains intentional, accessible, and aligned with Sanibel's mobility priorities.

Federal Context and Policy Alignment

The importance of public involvement in transportation planning is reinforced by decades of federal legislation, beginning with the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991. These legislative milestones underscore the federal commitment to ensuring that public input is not only welcomed but integral to transportation decision-making.

This mandate was reaffirmed and expanded through subsequent acts, including:

- Transportation Equity Act for the 21st Century (TEA-21) – 1998
- Safe, Accountable, Flexible, Efficient Transportation Equity Act (SAFETEA) – 2003
- SAFETEA-LU – 2005
- Moving Ahead for Progress in the 21st Century (MAP-21) – 2012
- Fixing America’s Surface Transportation (FAST) Act – 2015
- Infrastructure Investment and Jobs Act (IIJA) – 2021

A collaborative and context-sensitive public engagement process is proposed with this plan. Our team is committed to a public engagement effort that strives to achieve the goals listed below.

Opportunity: Provide interested parties and stakeholders with a variety of opportunities to participate in all phases of the public involvement process.

Information and Communications: Provide engaged stakeholders with clear, timely, and accurate information relating to development of the Corridor Study as it progresses.

Compliance: Ensure engagement complies with all local, state, and federal requirements.

Appropriate Techniques: Use a variety of techniques to gather meaningful input from targeted groups in the various communities; and

Evaluate: Continually review and improve strategies and techniques during the development of the plan to ensure efforts are effective in meeting the engagement goals.

BACKGROUND

The contract is funded by the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant – Disaster Recovery (CDBG-DR). Our team is required to comply in accordance with Federal Grant Requirements, 2 CFR part 200 and 24 CFR part 570, terms, conditions, and specifications.

- The City of Sanibel is located on a barrier island in the Southwestern portion of the State of Florida and has a permanent population of approximately 6,600, increasing to approximately 31,000 during the peak winter season.
- The City provides a full range of municipal services, including police, emergency management, and 911 services, streets and shared use pathway maintenance, parks and recreation (including a 32,000 square foot Recreation Facility), planning, public improvements, wastewater utility services, natural resource management, below market rate housing and general administrative services.
- In November of 1974, the Island of Sanibel became incorporated as a municipality of Lee County, Florida. The desire for self-determination grew from the perceived need for

orderly future development of Sanibel such that the natural characteristics of the Island are preserved. The Act establishing the City includes the following language: “in the planning for the orderly future development of an Island community known far and wide for its unique atmosphere and unusual natural environment and to ensure compliance with such planning so that these unique and natural characteristics of the Island shall be preserved.”

- The Sanibel Plan is the City’s comprehensive land use plan, first adopted in 1976. The Sanibel Plan includes a vision statement, first incorporated into the plan in 1995 and adopted into the City’s charter in 2006. The hierarchy of values as put forth in the Vision Statement is central to any policy decision made by the City – sanctuary as the primary quality, followed by community, followed by attraction, but attraction only if done in a way that protects both the wildlife and people who make Sanibel Island their home.
- The Sanibel Plan strictly limits density and development, and the city is essentially built out, with approx. 9,000 units permitted by the development intensity map and few vacant lots remaining. However, traffic and traffic management – particularly related to seasonal traffic –have been issues in the community since incorporation. Sanibel is a popular tourist destination with only one point of vehicular access.

PROJECT SCOPE

The scope involves creating a transportation master plan that presents a vision for a multimodal transportation system based on a community-driven public input process that addresses traffic management and provides recommendations for adaptation to climate change (sea level rise). Our team will conduct a comprehensive study of transportation issues within the City of Sanibel with a conclusion that includes actionable recommendations for implementation. The city is simultaneously working on an update to the comprehensive plan, and the transportation master plan can form the basis of the updated transportation element. The city is also in the process of working on a vulnerability assessment, an island-wide stormwater management assessment, and an intersection study of Periwinkle Way and Causeway Boulevard, and the transportation master plan should reference and incorporate the conclusions of these separate studies as they become available. The following tasks are directly associated with our public involvement strategy and support the successful execution of the PIP:

Task 1 – Baseline Measurements

Our team will establish baseline measurements of the transportation system focused on safety, network connectivity, and operational efficiency. This includes a thorough review of existing policies—such as the Sanibel Plan (Section 3.3.3 Transportation Element), Resolution 13-081 (crosswalk policy), and Resolution 98-100 (roadway construction policy)—with recommendations for updates based on current best practices in transportation planning.

We will analyze crash reports, traffic counts, and previous transportation studies, supplementing with field data collection as needed. Roadway elevation data will be gathered to support planning for sea level rise and storm surge impacts. Additionally, we will evaluate how low-speed vehicles,

including golf carts and e-bicycles, affect traffic safety and congestion, ensuring these modes are considered in the broader mobility strategy.

Task 2 - Develop a list of recommended projects to address identified deficiencies.

The Transportation Master Plan shall include sample engineering profiles or cross sections, and map exhibits as necessary to best articulate its findings and recommendations to the public.

Task 3 – Recommended Projects

Our team will prioritize the list of recommended projects to align with available capital resources or identified funding sources and identify any appropriate grants.

Task 4 (ongoing) – Public Input

Our team will solicit public input for the above tasks by collaborating with identified stakeholders, a designated steering committee, and key agency staff to ensure inclusive and informed engagement throughout the project. We are committed to fostering transparency, building trust, and creating meaningful opportunities for dialogue.

ONE HYBRID PUBLIC WORKSHOP

Public Workshop Activities Include

Notifications for public meetings, workshops, and focus groups

All notifications for public meetings, workshops, and focus groups will be drafted in coordination with the public involvement team and submitted in accordance with applicable state guidelines. These communications will be timely, accessible, and tailored to reach diverse audiences through appropriate channels. A detailed schedule of events will be created once dates are confirmed.

One Hybrid Public Workshop

The project team will host a hybrid Public Workshop March / April, 2026 at the Sanibel Community House (2173 Periwinkle Way, Sanibel, FL 33957). This workshop will offer both in-person and virtual attendance options to ensure broad accessibility and encourage meaningful community participation. The hybrid format is designed to accommodate diverse stakeholder needs and foster inclusive engagement throughout the planning process.

Workshop Promotion

Outreach efforts will include tailored notifications, social media posts, email campaigns, media outlets, and updates to the City's website. Promotional materials will be ADA-compliant and translated as needed to ensure inclusive access for all community members.



Figure 1 Public Workshop Activities

OTHER OUTREACH METHODS

Coordination of four Focus Group interviews

- The composition of the Steering Committee, which includes representation of major stakeholder groups, and the opportunity for additional public comment, provides an appropriate forum to complete this deliverable from this PIP.
- Four targeted Focus Group interviews will be conducted to gather in-depth feedback from key stakeholder segments. Each group will aim to include five to ten participants and last approximately 60 to 90 minutes. Coordination will include participant recruitment, scheduling, development of discussion guides, and virtual facilitation. Sessions will be designed to foster open dialogue, with accommodations made to ensure accessibility and inclusiveness. Summary notes will be documented and incorporated into the final PIP. Below are the four focus groups and potential representatives.
 - Sanibel Bike Club – Jim Meyer
 - Committee of the Islands (COTI) - Bill Millar
 - Sanibel-Captiva Conservation Foundation (SCCF) – James Evans
 - Sanibel-Captiva Chamber of Commerce – John Lai

The following Focus Group Interview dates are tentative and subject to change. Updates will be reflected in this PIP as they become available.

Focus Group Interviews

MacKenzie Hall - 800 Dunlop Road
(3rd Wednesday of the Month at 1:30 p.m.)

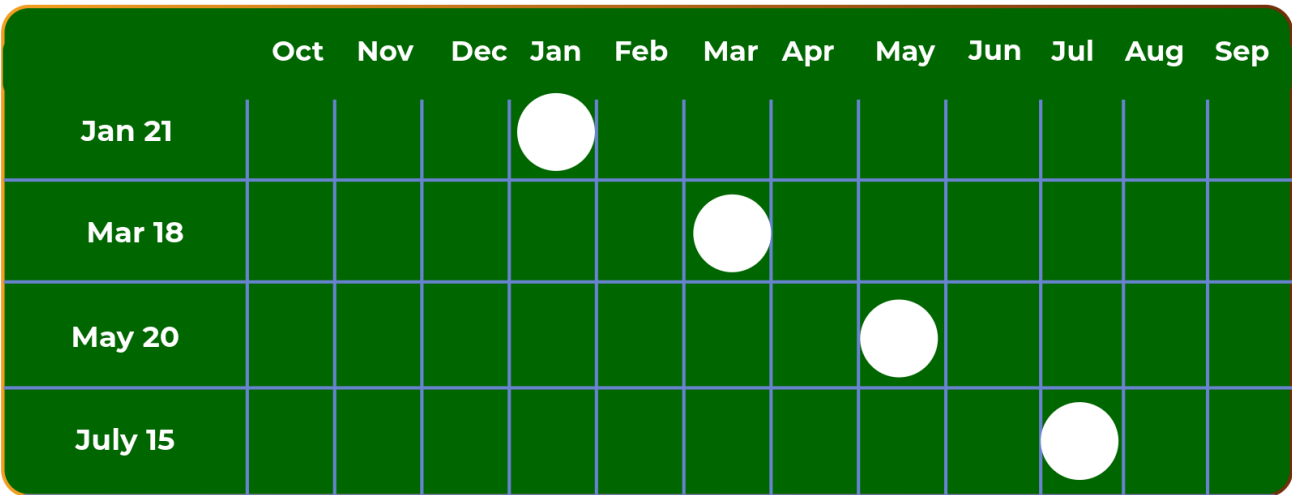


Figure 2 Focus Group Interview Schedule

Two presentations to the Planning Commission

- Planning Commission Presentations: Two formal presentations will be delivered to the Planning Commission—one at the midpoint of the project and another near its conclusion. Each presentation will include a tailored PowerPoint deck summarizing progress, public input, and key findings. The final presentation will highlight project recommendations and next steps, ensuring alignment with agency goals and community priorities.

Two presentations to City Council

City Council Presentations: Two formal presentations will be delivered to the City Council—one at the midpoint of the project and another near its conclusion. Each presentation will include a tailored PowerPoint deck summarizing progress, public input, and key findings. The final presentation will highlight project recommendations and next steps, ensuring alignment with agency goals and community priorities.

PLANNING COMMISSION & CITY COUNCIL PRESENTATION SCHEDULES

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Planning Commission Presentations												
City Council Presentation												

Figure 3 Planning Commission & City Council Presentation Schedule

GOALS

Project Goals

The City of Sanibel is experiencing a period of rapid growth, expected to continue in the near future. By partnering with local agencies such as the Lee County and through a robust public engagement process, the goal of this Project is to create a framework for addressing master transportation plan issues related to safety, quality of service, connectivity, and strengthening community input and ownership of the system. This study will include a community-based evaluation to determine how best to serve the needs of current and future users and to establish a long-term plan to guide the evolution of the corridor toward the intended vision.

Public Involvement Goals

The goal of this Project is to gather input from a wide variety of voices within the Sanibel community and to incorporate those perspectives into a plan that will guide future actions along the corridor. This Public Involvement Plan is designed to foster transparency, collaboration, and informed decision-making throughout the Project lifecycle. It aims to:

- Clarify the Project's purpose, scope, and anticipated outcomes for all community stakeholders.
- Identify key engagement opportunities where residents, businesses, and organizations can interact with the technical team and influence decisions.
- Build trust and understanding by providing accessible, timely information and encouraging meaningful participation.
- Ensure inclusive outreach that reflects the diverse voices of the Sanibel community, with particular attention to Title VI and ADA best practices.

Public Involvement Strategy

Public involvement is a central priority of this Study. Creating meaningful opportunities for corridor stakeholders to engage and share input is essential to building awareness, fostering community trust, and ensuring that the resulting plans reflect local needs and aspirations.

This plan provides a framework to guide engagement throughout the Corridor Study, ensuring the Study team connects with the right stakeholders at the right time. Rather than relying on a single method, the public involvement strategy will draw from a diverse set of tools designed to encourage active participation and community ownership at every stage of the planning process. The program supports both traditional and innovative communication methods to reach a broad and inclusive audience. The following outreach efforts will be used to sustain ongoing engagement with corridor stakeholders. All activities will be guided by the following goals:

- **Maximize Opportunity for Engagement:** Provide interested stakeholders, partner agencies and key community groups with a variety of opportunities to participate in all phases of the public involvement process to ensure representation in the transportation decision-making process;
- **Continuous and Open Communication:** Provide community members and interested stakeholders with clear, timely, and accurate information related to the development of the various project tasks as they progress;
- **Appropriate Techniques:** Use a variety of techniques to gather the necessary input from diverse interest groups;

- Evolve and Refine: Continually review and improve strategies and techniques to ensure efforts are effective in meeting the engagement goals.

TITLE VI

The Project Team will add the non-discrimination language shown below to all meeting notices, letters, ads, newsletters, boards, and other notification activities.

Public participation is solicited without regard to race, color, national origin, sex, age, disability, religion, or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact Calandra Barraco with the Lee County MPO at 239 330-2243 or by email at cbarraco@leempo.com at least seven (7) days prior to the meeting. If you are hearing or speech impaired call (800) 955-8770 Voice / (800) 955 8771 TDD. The MPO's planning process is conducted in accordance with Title VI of the Civil Rights Act of 1964 and related statutes. Any person or beneficiary who believes they have been discriminated against because of race, color, national origin, sex, age, disability, religion, or familial status may file a complaint with the Lee County MPO Title VI Coordinator/Public Information Officer, Calandra Barraco, at 239-330-2243, or in writing at P.O. Box 150045, Cape Coral, Florida 33915-0045. For more information about the Lee County MPO or to learn about ways to get involved please contact: Lee County Metropolitan Planning Organization P. O. Box 150045 Cape Coral, FL 33915-0045 239-244-2220, info@leempo.com.

PROJECT MILESTONES & SCHEDULES

The project teams' focus is in integrating Context-Sensitive Solutions (CSS) within the land-use and transportation planning processes to assist communities in reaching their livability goals by encouraging the consideration of transportation, land use, and infrastructure needs in an integrated manner.

The process will begin with engaging local agencies and corridor stakeholders. As part of this effort, the City of Sanibel convened a Steering Committee to guide the development of the Master Transportation Plan and ensure that community values are reflected throughout.

The Steering Committee will serve as the main point of contact for public involvement and engagement in the process and will meet at least bimonthly with the Volkert team to provide input on the project. The purpose is to maximize public involvement efforts and maximize the resources available to the consultant to provide feedback on issues in a public forum, representing diverse public interests.

The Steering Committee is comprised of Bill Milliar, Committee of the Islands; Erika Steiner, Sanibel Planning Commission; Evelyn Stewart, Sanibel Captiva Chamber of Commerce; James Evans, Sanibel Captiva Conservation Foundation; and Pasquale Russo, citizen-at-large. This diverse group brings deep local knowledge and trusted community connections, helping to shape outreach strategies, review technical findings, and champion inclusive engagement throughout the corridor planning process.

They will review the Transportation Element in the Sanibel Plan (Section 3.3.3). At this time, it is anticipated that meetings will be held in person with the option to join virtually; however, this may change throughout the course of this project.

MAJOR PUBLIC INVOLVEMENT MILESTONES

- Public Involvement Plan (PIP) – October 2025 – September 2026
- Public Workshop – March/April, 2026
- Focus Group Interviews
 - January 21, 2026
 - March 18, 2026
 - May 20, 2026
 - July 15, 2026
- Planning Commission Presentations
 - March/April 2026
 - July/August 2026
- City Council Presentations
 - March/April 2026
 - July/August 2026
- Final Report – September 2026

MAJOR PUBLIC INVOLVEMENT MILESTONES

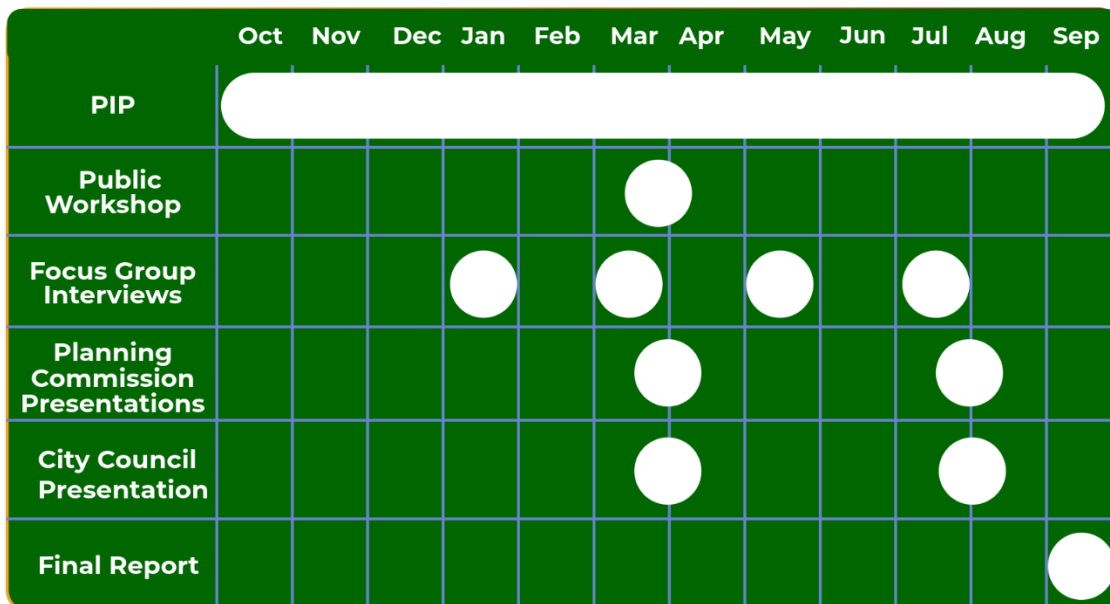


Figure 4 Major Public Involvement Milestones

Figure 5 Overall Project Schedule

Task	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept
Project Management													
Task 1: Baseline Measures													
Plans Review													
Data Collection and Analysis													
Golf Cart Analysis													
Maps													
Technical Memorandum													
Task 2: Recommended Projects, Programs, and Policies													
Preliminary Recommendations													
Typical Sections													
Map of Projects													
Task 3: Prioritized Project List													
Cost Estimates													
Prioritization Criteria													
Funding													
Technical Memorandum													
Task 4: Public Involvement													
Public Involvement Plan													
Notifications (e.g., public meetings and workshops, focus groups)													
PowerPoint Presentations													
Public Workshop (1)													
Focus Group Interviews (4)													
Presentation to the Planning Commission (2)													
Presentation to City Council (2)													
Task 5: Plan Documentation													
Draft													
Executive Summary													
Final Report													

PERFORMANCE MEASUREMENT PLAN

Our team will evaluate the effectiveness of the PIP at the end of each Phase of the Study. The quality and effectiveness of the public outreach methods will be monitored using the following performance measures:

1. Outreach Attendance/Equity/Response – Quality public participation is necessary in order to develop a plan that appropriately meets the needs of Sanibel Island residents and users. To get an equitable sampling of input, representatives from various geographic, demographic, and economic subgroups of the corridor will be engaged through one-on-one stakeholder interviews or at the community/public outreach events.
2. Quantity of comments received – Maximizing the documentation of public input is critical to the public involvement process.
3. Quality of comments received – The types of comments received are an indicator of how well the intended messages and key questions were understood by the public. Targeted questions will be identified in advance of the outreach efforts to verify that the Study team is posing the right questions through the presentation and follow-up conversations in order to receive the intended feedback.

Level of stakeholder support– through the interactive meetings, workshops and online interactive maps, and other outreach efforts, by understanding the public needs and addressing their concerns, the goal is to reach support among the key stakeholders on corridor alternatives to be further advanced. Stakeholder support is achieved when the stakeholders learn about the issues and opportunities of the corridor, brainstorm ideas together, learn about the potential cost/benefits of each alternative, and make informed decisions on which alternatives make the most sense to advance to implementation.

Once a performance evaluation is conducted, the Study team and City of Sanibel Project Manager will make necessary modifications, if any, to the PIP to obtain a more favorable outcome.

STAKEHOLDERS

The Sanibel Master Transportation Plan will conduct proactive, inclusive outreach to a broad spectrum of stakeholders. The insights gathered through this engagement will directly inform the development of the corridor plan and guide future actions.

Key elements of the outreach strategy include:

- Timely engagement at critical milestones in the study, with clear, accessible materials that are ADA compliant and easy to understand.
- Collaborative outreach to underrepresented populations, leveraging trusted organizations, businesses, and agencies with established communication networks.

- Culturally and linguistically responsive input methods, including Spanish translation and other accommodations to meet the needs of underserved communities.
- Transparent communication channels that invite meaningful participation and reflect the community's values and priorities.

Stakeholders may include:

- Affordable housing advocates and interests
- Business owners and employees
- Community organizations and advocacy groups
- Emergency service providers and media representatives
- Property owners, residents, and renters
- Public agencies and elected officials
- Transportation users and advocates (bicyclists, pedestrians, commuters, mobility-impaired individuals, transit riders, and recreational users)

Early identification of elected officials, agency representatives, and key community stakeholders is essential to building a robust vision plan. This ensures the plan reflects local goals and earns broad support for future implementation.

Stakeholder lists have been developed in alignment with FDOT PIO Manual guidance and through coordination with the City of Sanibel.

The below are some of the suggested stakeholder list. The list will be updated as we progress in the project.

FEDERAL & STATE AGENCIES

Coordination and collaboration will be solicited from federal and state agencies.

Federal agencies that are included in this project communications:

- Federal Highway Administration
- Federal Transit Administration
- National Park Service
- Natural Resources Conservation Service
- US Environmental Protection Agency

- US Fish and Wildlife Service
- US Forest Service

Florida Departments included are:

- Agriculture and Consumer Sciences
- Community Affairs
- Economic Opportunity
- Environmental Protection
- Florida Department of State
- Florida Department of Transportation

ELECTED OFFICIALS

The following elected officials have been identified for inclusion in public outreach.

State Officials:

- State Senator Rick Scott
- State Senator Ashley Moody
- State House Representative Vanessa Oliver (District 76)
- State House Representative Jenna Persons-Mulicka (District 78)
- State House Representative Mike Giallombardo (District 79)
- State House Representative Adam Botana (District 80)

Lee County Commissioners:

- District 1 – Kevin Ruane, Chairman
- District 2 – Cecil Pendergrass, Vice Chairman
- District 3 – David Mulicka
- District 4 – Brian Hamman
- District 5 – Mike Greenwell

City of Sanibel City Council:

- Mayor – Mike Miller
- Vice Mayor – Holly D. Smith
- Councilmember – Laura DeBruce
- Councilmember - John Henshaw
- Councilmember - Richard Johnson

REGIONAL AGENCIES

- Sanibel Chamber of Commerce
- Florida Division of Emergency Management Region 6
- Lee County Chamber of Commerce
- Lee County Metropolitan Planning Organization (MPO)

- South Florida Water Management District
- Southwest Florida Harmony Chamber of Commerce
- Southwest Florida Hispanic Chamber of Commerce
- Southwest Florida Regional Planning Council
- The Chamber of Southwest Florida

GOVERNMENT PARTNERS

The team will work closely with Lee County and the City of Sanibel staff because they serve the essential study area and will be directly affected by the results. Individual staff members will be listed once they have been identified.

Additional agencies include:

- Sanibel Police Department
- Lee County Sheriff's Office
- School District of Lee County

PROPERTY OWNERS AND TENANTS

Public communications will be accessible to all property owners and tenants within the study area.

OTHER INTERESTED PARTIES

Several interest groups and organizations have an expressed interest in the Project and will be included in project communications. Additional stakeholders may be identified and added to this list as the study proceeds. Initial organizations include:

- 1000 Friends of Florida
- Audubon of Southwest Florida
- Sanibel Bicycle Club
- Defenders of Wildlife
- Early Learning Coalition of Southwest Florida
- Florida Wildlife Federation
- Habitat for Humanity of Lee and Hendry Counties
- Health Planning Council of Southwest Florida
- Keep Lee County Beautiful
- Lee County Economic Development Office
- Lee County Government - Affordable Housing Committee
- Lee County Government – Human Services Committee
- Lee County Government – Bicycle & Pedestrian Advisory Committee
- Lee County Government - Historic Preservation Board
- Lee County Government – Building Industry Oversight Committee
- Lee County Kiwanis Club
- Lee County Tourist Development Council

- Lee County Medical Society
- National Association for the Advancement of Colored People, Lee County Chapter
- Senior Friendship Centers of Lee County
- SWFL Cycling
- Sanibel Bike-Ped
- Walk-Bike Lee

KEY MESSAGES, THEMES, AND BENCHMARKS

Property owners, businesses, homeowner associations, community organizations, and other interested parties will have access to project information from the onset. They will be notified of public workshops and activities and given an opportunity to comment through multiple channels. During this process, comment matrices, responses, analytics, and key messages will be created and tracked to ensure consistency and responsiveness to stakeholders.

COMMUNICATION – CONNECTING COMMUNITIES

All communication mediums will be leveraged so the team can reach the broadest set of stakeholders throughout the project. Direct communications will be delivered through electronic Email, social media, website, and *US Mail if necessary*, meeting required deadlines to provide informational letters with corresponding project factsheets and frequently asked questions. Information for general consumption will be available and continually updated on the sanibel.com project webpage, the Florida Administrative Register and via media release.

Communications will be reviewed to confirm that messaging is and will continue to be clear, concise, and easily understood by the public. Measures also will be taken to ensure that community members with limited English proficiency are engaged in the public involvement process.



Potential media partners to cultivate a proactive dialog include:

- **Newspapers:** SantivaChronicle.com, News-Press, Cape Coral Breeze, North Fort Myers Neighbor, Pine Island Eagle
- **Television:** WBBH NBC-2, WINK News, WFTX Fox 4, WZVN ABC 7, LeeTV, WGPU,
- **Radio:** WGPU 90.1 FM Public Radio, WFSX 92.5 News/Talk, WTLQ 94.1 FM Regional Mexican, WCCF 1580 AM News/Talk
- **Online:** SCCF.Org, <https://www.captivasanibel.com>, www.coastalfir2p2.com, <https://www.mustdo.com>, <https://mydestinationflorida.com>, www.floridaweekly.com

BASE MAP

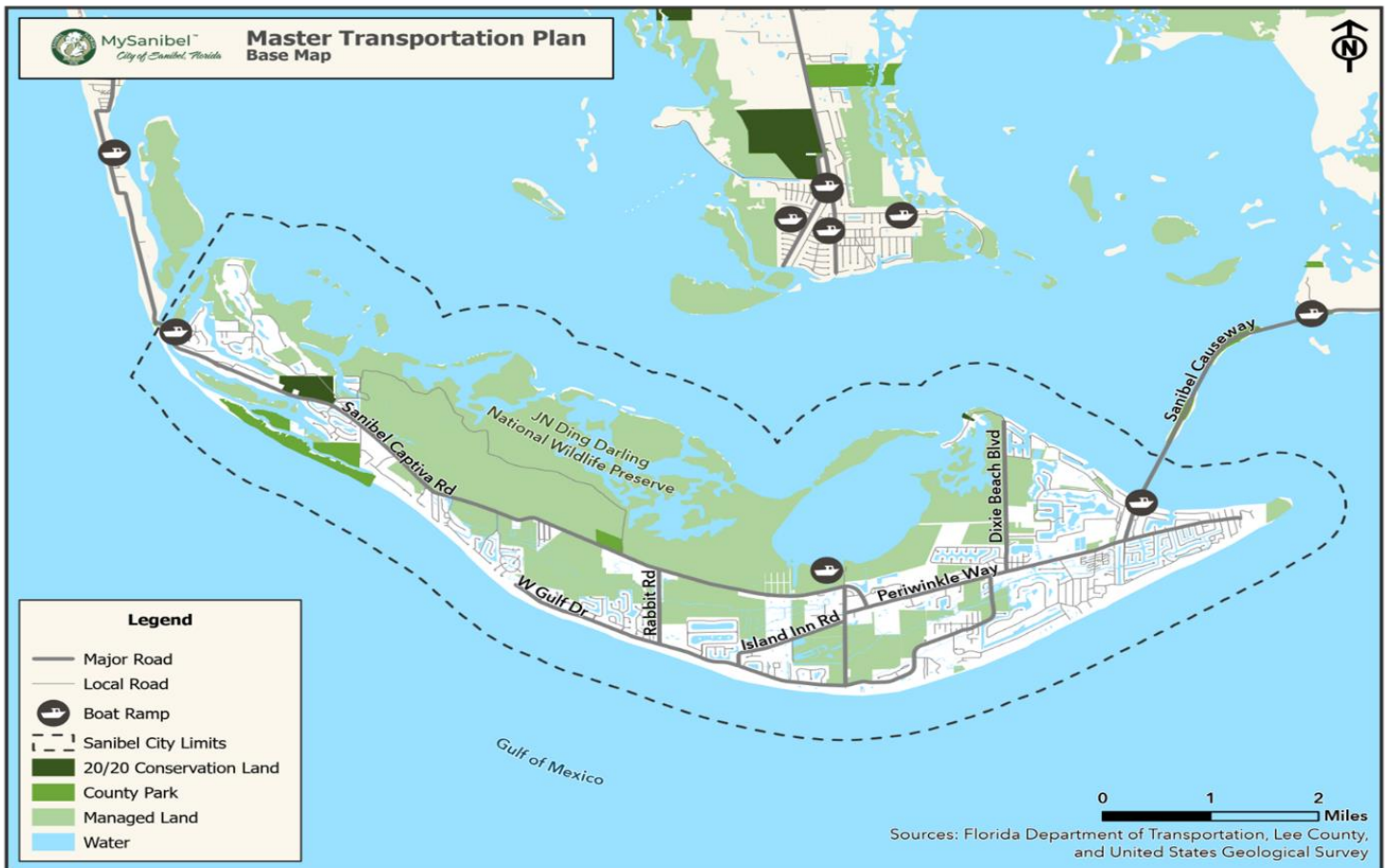


Figure 6 Base Project Map

For additional information regarding this Project, please contact:

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