



# City of Sanibel

800 Dunlop Road  
Sanibel, FL 33957

## Meeting Agenda - Final Revised Parks and Recreation Advisory Committee

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Thursday, December 19, 2024

9:00 AM

MacKenzie Hall - 800 Dunlop Road

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### **AS OF 12/13/24 ADDED AGENDA ITEM 7. NEW BUSINESS, NEW BUSINESS ITEM 7(a.) AND RENUMBERED THE REMAINING ITEMS**

#### 1. Call To Order

#### 2. Pledge of Allegiance

#### 3. Roll Call

- a. Motion to Excuse Absent Member(s)

#### 4. Consent Agenda

- a. Adoption of the November 21, 2024 Meeting Minutes

Attachments:      [Meeting Minutes](#)

#### 5. Public Comment

#### 6. Old Business

- a. Review of Updated Draft Resolution Donation Policy

Attachments:      [Draft Resolution 25-XX Donation Policy](#)

- b. Review of Updated Draft Resolution Naming Rights Policy and Application

Attachments:      [DRAFT Resolution 25-XX Naming Rights Policy](#)  
                                 [DRAFT Proposal for Park or Public Facility Naming Application](#)

- c. Update on Skate Park./Archery Range

- i. Cost Share Request Resent
- ii. Long Term - TBD

#### 7. New Business

- a. Shared Use Path Counts March 13 & 15, 2025

## 8. Reports

- a. Recreation Revenue

Attachments:      [Report](#)

- b. Recreation Memberships

Attachments:      [Report](#)

- c. Recreation Program Updates

Attachments:      [Recreation Program Updates Dec 2024](#)

## 9. Chairperson Report

## 10. Committee Member Reports

## 11. Next Meeting Date

- a. Thursday, January 16, 2025

## 12. Public Comment

## 13. Adjournment

### RULES OF CIVILITY FOR PUBLIC PARTICIPATION

In recognition that public discourse is essential to the democratic system of government on April 16, 2002, Sanibel City Council adopted a Proclamation embracing civility in public deliberations. These rules were updated February 22, 2007.

Therefore, Sanibel City Council sanctioned these rules for public participation while conducting meetings and workshops:

1. Speakers are permitted to deliver his or her comments without interruption.
2. Speakers and debates should focus on issues, not on persons or personalities.
3. Persons are encouraged to participate in the governmental process.
4. To allow time to hear all points of view, speakers are allotted 3 minutes each time they are recognized.
5. Sidebar discussions while others are speaking are not permitted in Council Chambers. These discussions are to be removed from the chamber so as not to be disruptive to those conducting and following Council business.
6. Only the speaker recognized by the Chairperson has the floor. Speakers should raise their hand to be recognized. Speakers should identify themselves for the record. Speakers should utilize the microphone so that their comments can be recorded.
7. Anyone wishing to speak on an issue is given an opportunity to speak before speakers are recognized for an opportunity to speak a second time on an issue.
8. We seek to understand one another's points of view.
9. Anger, rudeness, ridicule, impatience and lack of respect for others are not acceptable behavior. Demonstrations in support or opposition to a speaker or idea such as clapping, cheering, booing or hissing or intimidating body language are not permitted in Council Chambers or workshop facilities.
10. We should all take initiative to make things better. Our goal is to foster an environment, which encourages a fair discussion and exchange of ideas without fear of personal attacks.

As approved 022007  
Sanibel City Council

In accordance with the Americans With Disabilities Act, persons needing a special accommodation to participate in this proceeding, to include hearing impairment, should contact Scotty Lynn Kelly, City Clerk, no later than one day prior to the proceedings at (239) 472-3700. For additional assistance if hearing impaired, telephone the Florida Relay Service at 711.

Citizens may request to receive Sanibel City Council and Planning Commission meeting agenda directly via e-mail. Citizens wishing to receive a copy of the agenda via e-mail may do so by visiting the City's website at [www.mysanibel.com](http://www.mysanibel.com). Additionally, citizens may register to receive City announcements such as press releases.



**Meeting Minutes - Draft**  
**Parks and Recreation Advisory Committee**

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Thursday, November 21, 2024

9:00 AM

BIG ARTS - 900 Dunlop Road

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**1. Call To Order**

The meeting convened at 9:06 AM.

**2. Pledge of Allegiance**

Chair Dennick led the Pledge of Allegiance.

**3. Roll Call**

**Present:** 7 - Chairperson Christopher Denick, Vice Chair Tommy Williams, Committee Member Ralph Quillen, Committee Member Angi Semler Welch, Committee Member Kyle Sweet, Committee Member Wendy Walker and Committee Member Bernard Arroyo

**a. Motion to Excuse Absent Members**

All members were in attendance at this time.

**4. Consent Agenda**

**a. Adoption of September 19, 2024, meeting minutes**

**Committee Member Semler Welch moved, seconded by Committee Member Williams to adopt the September 19, 2024, meeting minutes. The motion carried.**

**5. Public Comment**

Public Comment:

Chet Sadler - first time coming to committee, has comment on agenda item

**Committee Member Williams moved, seconded by Committee Member Semler Welch to move item 7(e.) under item 5. Public Comment. The motion carried.**

**e. Shared Use Path Projects Update (Supplement 1)**

Director Miller introduced Scott Krawczuk, Deputy Public Works Director. He gave the group an update regarding the Palm Ridge Shared Use Path project. He spoke to the project being near completion with swales, drainage and sod installed. He spoke additionally to the new crosswalk being installed across from the Sanibel Fire Station and the Palm Ridge Plaza. The striping and painted speed limit along with signage will also be installed in the very near future. Discussion ensued regarding the rules for the shared use path and where

the information will be available for residents and guests. It was noted the new Shared Use Path around Palm Ridge would be the first area to have speed limits painted within the path.

Mr. Krawczuk spoke additionally to the Federal Emergency Management Agency (FEMA) scheduled repairs that are on-going. He noted staff must complete a damage assessment, with next steps including providing a cost estimate and design. The design engineer is funded by the Florida Department of Transportation Grant. The remaining grant funds will allow the repaving of East and West Gulf Drive. He further detailed that FEMA has approved funding for the Shared Use Path scheduled repairs and that Tidal Basin, the City's consultant, is working to recover as much funding as possible for additional repair work.

Discussion ensued regarding signage, reducing signage, as well as providing important information in rest areas, and bike racks. Director Krawczuk updated the group that there are no definitive locations for speed limit signs or other information. However, there is no plan to put signs every 50 feet for example. He concluded the report by stating completion is scheduled for 2025. The Committee Members thanked Mr. Krawczuk for providing the report and allowing questions.

**c. Sanibel Sports Contract Update**

Director Miller noted the approval by Council at their November meeting for an 18 month contract. This agreement would be valid through June of 2026. She continued that Recreation Staff are working with Sanibel Sports for Sports Clinics, a season of youth soccer, and flag football.

**d. Shared Use Path Signage Update**

**6. Old Business**

**a. Review of Updated Draft Resolution Donation Policy**

Director Miller noted she would like the Committee to review the naming rights policy in conjunction with the donation policy, with the idea that these two policies will be presented to Council together. Ms. Miller concluded with stating the projected completion date of January or February of 2025.

Committee Members spoke in agreeance with the draft, and presenting them together to Council.

**b. Review of First Draft Resolution Naming Rights Policy (Supplement 1)**

Director Miller gave a brief overview of the relationship between the donation policy and the naming rights policy. Director Miller and Committee Members went over each section of the draft policy. Discussion ensued regarding the naming rights of certain examples such as donated volunteer hours, deceased persons, and smaller impactful donations. Committee Members discussed being able to amend the document in the future should the need arise and that the policy is written in such a way to allow Council to be the ultimate decider on any exceptions to the policy.

Discussion continued regarding the naming rights of organizations or groups, as well as the location of the organization or group of which the naming rights to be applicable to. For example, the Audubon was mentioned as a national entity, would the policy allow that group to have naming rights. Committee Members discussed desires to allow these types of entities with similar like minded core values to have naming rights on Sanibel.

Director Miller detailed her vision for the process of approving naming rights, the application process and hypothetical problems. Ms. Miller reminded the group of the purpose for the naming rights policy is to generate revenue. She noted other communities using an entirely separate name change policy in order to name change without funding, as well as the possibility of adding an additional section to address the naming a facility for the sake of service. Discussion ensued regarding the budgeting factors associated with sponsorship donations, using the budget to determine rights. As the policy is drafted a donor who pays/donates 50% of the budget (or more) for that item/facility/event would allow that donor/sponsor naming rights. Committee Members expressed concerns for processing and noted desires to streamline as much as possible in order to not discourage donors. Discussion concluded with time frames for approval by the committee once an application is submitted. Director Miller concurred it could take up to 3 months for approval should the decision need to go to City Council.

- c. Update on Skate Park / Archery Range
  - i. Cost share request sent
  - ii. Long Term (TBD)

Director Miller noted the recent additional storms effecting the area and requiring debris clean up. She further detailed working with the School Board District of Lee County on the funding request and cost sharing for the skate park rehabilitation project. She further reported the area is currently being used by the district for storage while the Sanibel School is being remediated after Hurricanes Helene and Milton. Ms. Miller further noted not meeting the insurance deductible for claim work, and that the conditions of the park remain the same, with the game lines being painted on pause until the area is cleaned up.

## 7. Reports

Director Miller introduced Char Durrand as the new Deputy Recreation Director. Ms. Durrand gave a brief overview of her background and was welcomed and congratulated by the Committee Members

### a. Recreation Revenue (FY24 & FY25)

Director Miller provided a brief report on the Recreation Department Revenue and Membership numbers. She noted an increase of activity at the Center, detailing that the month of October yielded the highest numbers since 2019. Discussion ensued regarding the operating schedule of the Center, specifically inquiring about opening 7 days a week. Director Miller noted the challenges with staffing and demand for certain activities.

### b. Recreation Memberships (FY24 & FY25)

Director Miller briefly overviewed the membership report noting a total of \$260,782 revenue was made from memberships in FY24. Discussion ensued regarding trends for this year and factors driving the sales of memberships.

### f. Chairperson's Report

Chair Denick spoke to the City's 50th Anniversary Celebration where the City's time capsule was opened. He spoke to the event being well attended, well organized, and added that the working group did a good job as well as City staff. Mr. Denick spoke additionally to the tree lighting coming up, Luminary, Jog-n-Jam, and co-ed softball league starting up. He encouraged participation and wished everyone a safe and Happy Thanksgiving.

### g. Committee Member Reports

Committee Member Selmer Welch thanked Director Miller and her staff for efforts during Hurricane Milton in providing care and transportation to the school children. She noted how the department did not have to provide these services, in that Ms. Miller recognized a need and stepped in. The community thanks her for these efforts.

Brief discussion was had regarding the holiday events from last year and potentially looking for volunteers. Ms. Miller noted with the 50th anniversary celebration, there would be no holiday gathering this year.

Committee Member Sweet inquired about JSM and the contract with the robot mower and if services were rendered after the storm. Director Miller reported positively about working with the company and noted the mower was replaced after Hurricane Milton.

Committee Member Quillen expressed concerns for pest maintenance on the ball fields, including mosquitos and no-see-ums. Director Miller noted additional comments from sporting parents and that solutions are actively being researched.

## **8. Next Meeting Date**

- a. Thursday, December 19, 2024

## **9. Public Comment**

None at this time.

## **10. Adjournment**

There being no further business the meeting adjourned at 10:14 a.m.

**CITY OF SANIBEL  
DRAFT RESOLUTION 25-XX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA, ESTABLISHING A POLICY FOR THE ACCEPTANCE AND ADMINISTRATION OF DONATIONS FOR PUBLIC PROGRAMS, PROJECTS, OR PURPOSES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Sanibel recognizes the benefit of donations from individuals, community groups, and businesses to fund new and existing facilities, services, projects, programs, and activities for the benefit of the City and its residents; and

**WHEREAS**, there is a need to establish revenue streams and resources that will increase the City’s ability to deliver enhanced services and amenities beyond the core levels funded by the general fund; and

**WHEREAS**, it is an acceptable and appropriate practice to accept donations to enhance City programs, services, and facilities to maintain a high level of service to the public; and

**WHEREAS**, it is desirable to establish procedures for the acceptance and administration of donations for public programs, projects, or purposes; and

**WHEREAS**, the Parks and Recreation Advisory Committee has reviewed the Donation Policy and recommended approval by a vote of \_\_ to \_\_;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA:**

**SECTION 1.** The City Council hereby accepts the Donation Policy for acceptance and administration of donations for public programs, projects, or purposes, attached hereto as Exhibit A.

**SECTION 2.** This resolution shall take effect immediately upon adoption.

**PASSED IN OPEN AND REGULAR SESSION OF THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA THIS \_\_ DAY OF \_\_\_\_\_ 2025.**

Attest:

\_\_\_\_\_  
Scotty Lynn Kelly, City Clerk

\_\_\_\_\_  
Richard Johnson, Mayor

Approved as to form and legality:

\_\_\_\_\_  
John D. Agnew, City Attorney

Date filed with City Clerk: \_\_\_\_\_

Vote of Council Members:

Smith \_\_\_\_\_  
Johnson \_\_\_\_\_  
DeBruce \_\_\_\_\_  
Henshaw \_\_\_\_\_  
Miller \_\_\_\_\_

**EXHIBIT A**  
**DONATION POLICY**

**BACKGROUND**

Donations are offered to the City of Sanibel (City) for general or specific purposes. This policy establishes consistent criteria and procedures to guide the review, acceptance, placement, and long-term maintenance of such donations, confirm that the City has relevant and adequate resources to administer such donations, and ensure that the City appropriately acknowledges the generosity of the donor.

**PURPOSE**

To provide guidelines for accepting gifts and donations in a responsible, transparent, and accountable manner that is consistent with the City's Vision Plan and strategic goals. Guidelines will offer sustainable management of site-appropriate facilities and amenities, so as not to detract from the visual esthetics of the surrounding natural environment or place an undue burden on the City.

**SPECIFIC OBJECTIVES**

1. To establish and guide relationships with donors who share the City's commitment to provide a high-quality civic environment.
2. To enrich the City by responsibly and efficiently managing donations.
3. To generate revenue to fund new and existing facilities, projects, programs, and activities for the benefit of the City and its residents.
4. To work with individuals, sponsors, businesses, and non-profit organizations whose missions support the City's vision and strategic goals.

**DEFINITIONS**

*City Manager or designee* means the chief executive officer and head of the administrative branch of the City government for which a donation is designated or intended, or designee.

*Donation or Gift* means a monetary (cash) contribution, amenities, endowments, personal property, real property, equipment, in-kind goods or services, or any other asset that the City wishes to accept and for which the donor has not received any property, goods, or services in return. For purposes of this Council Policy, the terms "donation" and "gift" shall be synonymous.

*Donor* means a person or other legal entity that proposes or provides a donation to the City.

*Restricted Donation* means donations designated at *donor's* request for a specific location or purpose.

*Unrestricted Donation* means a donation to the City without any limitations being placed upon its use.

*Fundraising* means any activity conducted with the intent of soliciting donations, sponsorships, or other financial contributions to the City, or to a particular Department or activity of the City. Fundraising activities may include, but are not limited to, City grant proposals, City responses to Request for Proposals issued by other agencies, foundations or funding agencies, endowment programs, and contacting individuals, companies, foundations, or other entities with the primary purpose of receiving financial support for the City.

*Sponsorship* means provision by a person or entity of financial support for an activity, City program, or City facility, typically to encourage the City to provide more than nominal recognition of financial support, which distinguishes a *sponsorship* from a *donation*. Financial assistance provided by a *Sponsor* may consist of cash or in-kind contributions or both.

*In-Kind Contribution* means a contribution of an item, object, or service other than cash or real property, which would serve a useful purpose in the provision of City services.

*Amenity* means an improvement located on City property which is less than the entire portion of a City property, such as a trail located along City property, or an interior room or rooms in a building. A fully enclosed structure such as a City building with walls and roof (examples being a community center, stand-alone gym, warehouse, or stand-alone building housing a restroom) is more substantial than an *Amenity*, and City Council approval is required before granting naming rights. An *Amenity* may include any of the following if located on City property: grounds that constitute only a portion of a larger parcel of City property, gazebos, archways, paths, athletic facilities that are not fully enclosed structures, playing fields, portions of aquatic facilities that are not enclosed structures or City buildings, picnic areas, tot lots, play structures, benches, trees, hard courts, and similar structures or elements.

## **GENERAL**

1. *Donations* become the property of the City upon formal acceptance.
2. The *City Manager* or designee is authorized to accept donations on behalf of the City, except that if the donation is real property or an interest in real property City Council must approve and accept the donation. The *City Manager* is authorized to approve *sponsorship*, *donation* and/or *fundraising* programs and to issue requests for proposals to engage in similar *donation* or *sponsorship solicitation activity*.
3. The City has no obligation to accept any *donation* or *sponsorship* proposed by a *donor*. Unaccepted *donations* made will be returned to the *donor*.
4. The City will comply with all applicable laws and regulations of the Internal Revenue Service regarding the acceptance of *donations*. The City does not provide legal, accounting, tax, or other such advice to *donors*. Each *donor* is encouraged to meet with a professional advisor and is ultimately responsible for ensuring the *donor's* proposed donation meets and furthers the *donor's* charitable, financial, and estate planning goals before making any *donation* to the City. The City cannot guarantee the tax deductibility of a *donation* but may provide the donating party with a letter of acknowledgement and a statement of the City's intended use.
5. The donation must be used for official City business and not for political activities or other personal business.
6. The City must determine whether an expenditure of City funds, either a direct outlay of City funds or the use of City personnel and materials, is associated with or required by the acceptance of the *donation* prior to the acceptance.
7. The City encourages the acceptance of *donations* or *sponsorships* if the *donation* provides a significant enhancement to the City, enhances or reduces costs the City would incur in the absence of its acceptance, or if it otherwise benefits the City in a manner that provides a net savings to the City.

## POLICY

### Types of Donations

Donations may be received in the form of cash, or real or personal property. Donations may be *Restricted* or *Unrestricted*. *Unrestricted donations* are preferable to *restricted donations*.

#### 1. Donations of Real Property

- a. The *City Manager* or designee shall evaluate the donation to determine that the donation is in the City's best interest based on land use requirements, park design, public concern, maintenance, and recreational issues, and acceptance is consistent with applicable City laws, policies, ordinances, and resolutions.
- b. The *City Manager* or designee will identify:
  - i. The appraised value of the *donation*, and when applicable, may have an appraisal made by licensed appraiser, and may have a title search conducted.
  - ii. Any expenditures or maintenance obligations associated with the *donation*.
  - iii. Potential liabilities associated with the *donation*, such as hazardous conditions or environmental concerns.
  - iv. Whether the *donation* has any special restrictions, if those restrictions are acceptable to the City, and any recommendations for conditions of acceptance.
  - v. Whether the *donation* has any special restrictions, if those restrictions are acceptable to the City, and any recommendations for conditions of acceptance. Normally, the City will not accept a *donation* of real property with such conditions.
- c. The *City Manager* or designee is responsible for administration of the *donation* of real property.

#### 2. Donations of Cash, Intangible Property and Goods

- a. The *City Manager* or designee will evaluate whether the donation:
  - i. Is in the City's best interest and is consistent with applicable City laws, policies, ordinances, and resolutions.
  - ii. Has any special restrictions and if the restrictions are acceptable to the City
  - iii. Requires the City to make an initial expenditure which has not been included in the approved City budget.
  - iv. Creates a new, one-time or on-going maintenance obligation.
- b. The *City Manager* shall have authorization to accept, appropriate, expend, or refund a donation accepted by the City. The *City Manager* shall seek formal authorization from the City Council to accept, appropriate, expend, or refund a donation accepted by the City if the action exceeds the *City Manager's* expenditure authority.
- c. The *City Manager* shall give notice of the City Council's decision to the *donor* following the City Council's determination to accept or reject a *donation*.

#### 3. Donations and Sponsorship Uses

- a. *Donations* or *sponsorships* may be used for public purposes, including without limitation the following:
  - i. Property – Real and Personal
  - ii. Facilities (Initial Construction, Renovation, or Expansion)
  - iii. Site Amenities – Examples include but are not limited to benches, lights, water fountains, playgrounds, landscaping, pavilions, specialty facilities, or any other similar public park, recreational or facility elements.
  - iv. Programs – Examples include but are not limited to instructional classes, after school programs, camps, fitness, athletics, education programs, special events, or any other similar programs. Expenditure of donations for programs will follow established City Financial Policies.

## **ACCOUNTING**

Through the direction of the *City Manager*, the City Finance Department is responsible for providing for the deposit and financial administration of any *donation* to the City. The Finance Department will track the proposed use of any such *donation* and will maintain separate records of accounts showing receipts and disbursements. The City Manager may establish further rules and regulations for the accounting and administration of donations.

## **LIMITS OF DONATIONS**

1. A *donation* to the City does not obligate the City to seek permission from a *donor* to amend, alter, modify, or change the appearance, continuance, discontinuance, or operation of projects, programs, properties, facilities, or operations.
2. A *donation* to the City will not obligate the City to honor a perpetual or lifetime naming right or similar consideration to a *donor*. The City does not guarantee permanency of any *donation*, *sponsorship*, *amenity*, or gift.
3. A *donation* to the City occurs with the understanding that items or facilities have a useful life. Once a *donation* or *amenity* is accepted, it becomes City property and the City may decide to maintain, replace, or dispose of the item unless the *donation* is explicitly accepted by the City subject to mutually acceptable restrictions.

## **DONOR RECOGNITION**

1. The *City Manager* will recognize donations by a letter of appreciation to a *donor* confirming the date, amount, and purpose of the *donation*.
2. Consideration for a naming opportunity will follow the Naming Rights Policy adopted by City Council.

## **STANDARDS FOR NEW DONATIONS**

1. Purchase and Installation
  - a. The City will be responsible for the purchase and installation of all elements or amenities acquired through *donations*.
2. Appearance and Quality
  - a. The City has an interest in ensuring the best appearance and quality of public properties and facilities. The appearance should reflect the unique character of the City. The design and installation of any element will be completed in such a manner that will not substantially change the character of a property, facility, or the intended use.
  - b. Donated elements must be of high quality to ensure a long life and be resistant to the elements, wear and tear, and acts of vandalism.
3. Maintenance
  - a. Upon acceptance of a *donation*, the donated element becomes City property. Accordingly, the City will maintain the element until removal, relocation, or elimination is desired or necessary.
4. Repair
  - a. The City has an interest in ensuring that all donated elements remain in good repair. In addition, the public has an interest in ensuring that the short- and long-term repair costs are reasonable.
5. Cost

- a. The City has an interest in ensuring that the *donor* covers the full cost for purchase and installation. The City also has an interest in ensuring that on-going maintenance costs do not negatively impact the resources available for maintenance of other City facilities. The City may assess at the time of *donation* a charge sufficient to cover anticipated on-going maintenance of donated elements life expectancy.

## **RETURN OF DONATIONS**

- ~~1. The City is not required to return *donations*. If the terms of a *donation* specifically include a provision for return of a *donation*, the City may, but is not required to, return the *donation* or a portion thereof.~~
- ~~2. The City may offer to return a *donation*, and if accepted, will return it.~~
- ~~3. *Donors* should consult with their own tax advisors as to the taxability of donations in general and those made and subject to return specifically.~~

## **DISCLAIMERS**

1. Different forms of contributions to the City present different opportunities and challenges. Therefore, it is not possible to establish blanket guidelines to cover all types of *donation* or *sponsorship* activity that the City may decide to pursue.
2. The making of a *donation* or *sponsorship* to the City will not provide any extra consideration to the *donating* or *sponsoring* party in relation to any City procurement, any regulatory activities of the City, or other City business. No City employee or other City Official is authorized to offer any such extra consideration to a donating party.
3. The City will maintain ethics in *fundraising* activities. All *donations* or *sponsorships* must directly enhance the City's ability to provide goods or services to the public, or for another valid public purpose, and may not be used for personal financial gain of any City employee.

CITY OF SANIBEL  
**DRAFT** RESOLUTION 25-XX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA, ESTABLISHING A POLICY FOR NAMING OF PARKS AND PUBLIC FACILITIES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Sanibel recognizes the benefit of offering naming rights opportunities to donors for the benefit of the City and its residents; and

**WHEREAS**, it is desirable to establish uniform policy and procedures for naming of parks and public facilities; and

**WHEREAS**, the Parks and Recreation Advisory Committee has reviewed the Naming Rights Policy and recommended approval by a vote of \_\_ to \_\_;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA:**

**SECTION 1.** The City Council hereby accepts the Donation Policy for acceptance and administration of donations for public programs, projects, or purposes, attached hereto as Exhibit A.

**SECTION 2.** This resolution shall take effect immediately upon adoption.

**PASSED IN OPEN AND REGULAR SESSION OF THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA THIS \_\_ DAY OF \_\_\_\_\_ 2025.**

Attest:

\_\_\_\_\_  
Scotty Lynn Kelly, City Clerk

\_\_\_\_\_  
Richard Johnson, Mayor

Approved as to form and legality:

\_\_\_\_\_  
John D. Agnew, City Attorney

Date filed with City Clerk: \_\_\_\_\_

Vote of Council Members:

Smith \_\_\_\_\_  
Johnson \_\_\_\_\_  
DeBruce \_\_\_\_\_  
Henshaw \_\_\_\_\_  
Miller \_\_\_\_\_

## EXHIBIT A

### NAMING RIGHTS POLICY

#### PURPOSE

To provide uniform policy and procedures for naming of parks and public facilities in the City of Sanibel.

#### POLICY

1. Proposals to name parks or public facilities may be considered based on:
  - a. Names that describe a geographic location or feature, historical event, or ecological relationship unique to the area.
  - b. Names after persons or organizations may be considered based on meritorious civic or public service including one or more of the following:
    - i. Financial gifts (through property or financial donation are not single determining factors)
    - ii. Public service as an elected official or community volunteer
2. Naming consideration after persons or organizations will be based on the following criteria:
  - a. Living People or Organization:
    - i. Projects that are not budgeted for, and for which other funding is not designated, may require 100% contribution in order to be implemented and a naming opportunity considered.
    - ii. When 50% or more of the value of the property is donated by the person or organization.
    - iii. When 50% or more of the cost is contributed for the acquisition, development, maintenance or continuing operation of a park or public facility.
    - iv. When a significant contribution of time and public service has been made by the person or organization to the enhancement of quality of life in the community or was instrumental in acquiring, developing or maintaining a park, public property or city owned facility.
      1. Significant contribution will be measured by the impact a single contribution makes toward the successful completion or continuing operation of the facility to be named.
      2. Depending on the impact, the naming could be for the entire facility or some portion (i.e. a room).
      3. Individuals or organizations that have made significant contributions to a particular area may be considered for the naming of facilities that serve these areas within the City such as recreational or other amenities within parks or public facilities.
  - b. Deceased People:
    - i. Guidelines of living people or organizations shall apply
    - ii. Naming a city owned facility in memory of a deceased person cannot be considered until at least two years after the date of death.
    - iii. A park or public facility may be named to honor a deceased person but only to recognize a most extraordinary service or gift.

#### 3. Duration of Naming Rights (added)

- a. Naming Rights will remain in effect for the useful life of the park and/or public facilities for the duration of the funding period.
- b. If during the useful life of the park and/or public facilities it is closed, deconstructed, destroyed or severely damaged, substantially renovated or upgraded or modified; relocated or replaced then Naming Rights will cease.

4. Any exceptions to this policy must be determined by City Council.

#### **PROCEDURE (updated)**

1. A request to name parks and public facilities shall be submitted by any City of Sanibel citizen and/or organization aligned with the City's Vision Plan and strategic goals on the *Proposal for Park or Public Facility Naming Application* to the City Manager & Recreation Director.
2. After assuring compliance with the policy, the Recreation Director will submit the request to the Parks and Recreation Advisory Committee, which will conduct a public hearing and forward a recommendation to City Council.
3. City Council, after consideration of public input, the recommendation of the Parks and Recreation Advisory Committee and any other relevant information will act upon the request to name a park or public facility by majority vote of the members of City Council.

**City of Sanibel**

**Proposal for Park or Public Facility Naming Application**

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Proposal Date: \_\_\_\_\_

1. What is the current common and/or unofficial name of the park, property or facility to which this application refers? \_\_\_\_\_

\_\_\_\_\_

2. Location of park, property or facility: \_\_\_\_\_

3. Proposed Name: \_\_\_\_\_

4. Will this new name refer to the entire park, property or facility? \_\_\_\_ Yes \_\_\_\_ No

5. If the answer is 'No' to the above question, please explain which area or portion would be affected by the proposed name:

\_\_\_\_\_

6. Name and phone number of the individual and/or organization recommending this action:

\_\_\_\_\_

7. Justification for this request (attach additional pages as needed):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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Printed Name

Signature

Date

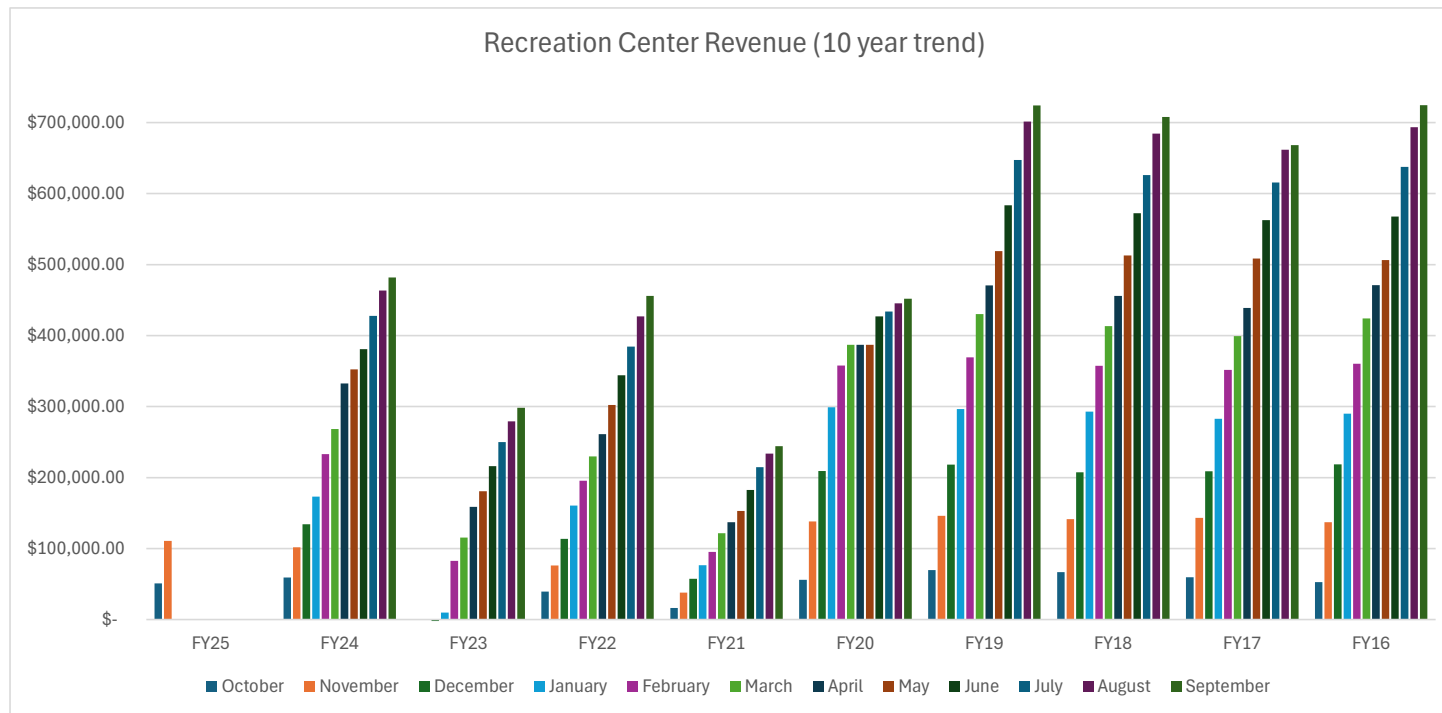
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The Parks and Recreation Advisory Committee will conduct an advertised public hearing for this proposal at a regular meeting. The Committee will put forth a recommendation to City Council for a final decision.

Once signed and submitted, this proposal becomes an official City of Sanibel document and as such is to be retained in accordance with State record retention guidelines.

### Recreation Center Revenue FY25

	FY25	FY24	FY23	FY22	FY21	FY20	FY19	FY18	FY17	FY16
<b>October</b>	\$ 51,031.81	\$ 59,115.39	Closed - lan	\$ 39,330.87	\$ 16,451.73	\$ 55,886.23	\$ 69,765.78	\$ 66,638.53	\$ 59,405.48	\$ 52,608.17
<b>November</b>	\$ 110,778.67	\$ 101,738.61	Closed - lan	\$ 76,187.18	\$ 37,858.09	\$ 138,194.30	\$ 146,215.61	\$ 141,424.93	\$ 143,304.37	\$ 136,988.08
<b>December</b>		\$ 134,099.36	\$ (15,747.19)	\$ 113,670.69	\$ 57,311.44	\$ 209,127.38	\$ 218,338.84	\$ 207,333.73	\$ 208,965.53	\$ 218,580.05
<b>January</b>		\$ 173,121.00	\$ 9,818.23	\$ 160,374.26	\$ 76,573.88	\$ 298,994.87	\$ 296,379.60	\$ 292,891.73	\$ 282,832.91	\$ 290,103.40
<b>February</b>		\$ 233,140.65	\$ 82,774.03	\$ 195,648.68	\$ 95,266.82	\$ 357,691.75	\$ 369,175.45	\$ 357,253.19	\$ 351,703.83	\$ 360,124.57
<b>March</b>		\$ 268,405.38	\$ 115,299.03	\$ 229,933.60	\$ 121,617.14	\$ 386,978.83	\$ 430,154.78	\$ 413,273.95	\$ 399,379.11	\$ 424,105.10
<b>April</b>		\$ 332,544.71	\$ 158,588.79	\$ 261,002.77	\$ 137,226.31	\$ 386,978.83	\$ 470,777.49	\$ 455,767.82	\$ 439,053.09	\$ 471,049.57
<b>May</b>		\$ 352,373.79	\$ 180,573.29	\$ 302,252.19	\$ 152,961.00	\$ 386,978.83	\$ 518,891.59	\$ 512,655.03	\$ 508,515.56	\$ 506,462.37
<b>June</b>		\$ 380,856.43	\$ 216,188.54	\$ 344,230.38	\$ 182,357.59	\$ 427,004.56	\$ 583,623.77	\$ 572,344.65	\$ 562,470.31	\$ 567,685.21
<b>July</b>		\$ 427,609.11	\$ 249,913.40	\$ 384,422.94	\$ 214,463.17	\$ 433,885.57	\$ 647,157.36	\$ 626,055.78	\$ 615,696.98	\$ 637,426.04
<b>August</b>		\$ 463,432.83	\$ 279,185.53	\$ 427,137.45	\$ 233,649.15	\$ 445,290.95	\$ 701,512.30	\$ 684,357.61	\$ 661,759.49	\$ 693,522.82
<b>September</b>		\$ 481,719.54	\$ 298,216.58	\$ 455,910.47	\$ 244,033.47	\$ 451,947.48	\$ 724,030.44	\$ 707,830.56	\$ 668,127.56	\$ 724,536.87



**Recreation Center Membership Report FY25**

Pass Type	FY19	FY19 Revenue	FY20	FY20 Revenue	FY21	FY21 Revenue	FY22	FY22 Revenue	FY23	FY23 Revenue	FY24	FY24 Revenue	*FY25	*FY25 Revenue
Resident Daily Individual	1627	\$ 11,832.00	849	\$ 6,423.05	391	\$ 2,952.60	973	\$ 7,207.60	480	\$ 3,848.00	464	\$ 3,808.00	49	\$ 458.15
Resident Weekly Individual	214	\$ 7,130.00	140	\$ 5,265.00	92	\$ 3,276.00	124	\$ 4,454.86	47	\$ 1,374.75				
Resident 6-Months Individual	384	\$ 43,312.17	323	\$ 37,203.25	115	\$ 13,115.70	192	\$ 21,723.00	134	\$ 15,327.00				
Resident 10-Punch Pass Individual											7	\$ 560.00	0	\$ -
Resident Monthly Individual											668	\$ 21,937.00	164	\$ 7,981.37
Resident Annual Individual	278	\$ 58,643.75	164	\$ 35,371.00	91	\$ 19,313.00	123	\$ 23,858.68	140	\$ 30,380.00	140	\$ 29,616.66	37	\$ 8,375.49
Resident Daily Family	519	\$ 4,884.00	274	\$ 2,584.70	109	\$ 1,062.20	264	\$ 2,519.20	94	\$ 883.60	172	\$ 1,746.00	22	\$ 215.97
Resident Weekly Family	160	\$ 8,976.00	93	\$ 5,325.25	36	\$ 1,933.65	89	\$ 4,698.75	39	\$ 1,745.25				
Resident 6-Months Family	302	\$ 55,910.75	255	\$ 47,999.50	69	\$ 12,663.00	149	\$ 26,919.21	109	\$ 20,200.50				
Resident 10-Punch Pass Family											14	\$ 800.00	2	\$ 187.80
Resident Monthly Family											530	\$ 33,973.22	135	\$ 14,682.32
Resident Annual Family	662	\$ 188,053.65	442	\$ 126,719.50	266	\$ 76,618.60	357	\$ 93,793.47	484	\$ 139,490.00	451	\$ 133,859.35	106	\$ 29,530.21
On-Island Employee Daily Individual	7	\$ 54.75	2	\$ 18.80	0		51	\$ 432.40	48	\$ 329.00				
On-Island Employee Weekly Individual	1	\$ 46.00	0	\$ -	0		0	\$ -		\$ -				
On-Island Employee 6-Months Individual	6	\$ 536.75	6	\$ 864.00	4	\$ 314.20	5	\$ 117.00			1	\$ -		
On-Island Employee Annual Individual	47	\$ 2,881.53	24	\$ 1,036.95	16	\$ 1,359.53	3	\$ 737.00	7	\$ 748.90	23	\$ 1,166.68	2	\$ 168.78
On-Island Employee Daily Family	3	\$ 40.50	12	\$ 164.25	13	\$ 178.75	41	\$ 563.75	15	\$ 206.25				
On-Island Employee Weekly Family	0	\$ -	0	\$ -	0		0	\$ -						
On-Island Employee 6-Months Family	9	\$ 742.20	3	\$ 567.00	2	\$ 378.00	2	\$ 260.00	1	\$ 71.00				
On-Island Employee Annual Family	46	\$ 2,905.06	34	\$ 5,045.66	29	\$ 2,625.00	2	\$ 302.00	16	\$ 1,607.00	32	\$ 3,087.15	8	\$ 825.33
Member Guest Daily Individual	728	\$ 9,089.50	455	\$ 5,862.50	135	\$ 1,675.00	357	\$ 4,575.00	102	\$ 1,262.50				
Member Guest Weekly Individual	297	\$ 13,362.00	235	\$ 11,825.50	65	\$ 2,687.40	131	\$ 5,205.00	27	\$ 871.00				
Member Guest Daily Family	168	\$ 2,604.00	119	\$ 1,921.50	27	\$ 425.25	65	\$ 1,055.25	48	\$ 756.00				
Member Guest Weekly Family	146	\$ 9,555.00	102	\$ 8,050.00	30	\$ 2,050.00	48	\$ 3,500.00	20	\$ 1,000.00				
Visitor-Daily Individual (Non resident)	708	\$ 16,920.00	400	\$ 10,074.00	238	\$ 5,642.40	450	\$ 10,488.00	77	\$ 1,840.00	475	\$ 4,726.00	70	\$ 694.86
Visitor Weekly Individual	149	\$ 14,601.00	101	\$ 11,340.00	45	\$ 5,292.00	95	\$ 8,357.90	7	\$ 661.50				
Visitor 6-Months Individual	5	\$ 2,183.75	4	\$ 1,776.00	2	\$ 888.00	3	\$ 1,309.00	3	\$ 1,332.00				
10-Punch Pass Individual (Non- Resident)											2	\$ 200.00	0	\$ -
Monthly Individual (Non-Resident)											318	\$ 8,210.00	39	\$ 962.29
Visitor Annual Indv. (Non-resident)	0	\$ -	0	\$ -	0	\$ -	0	\$ -					0	\$ -
Visitor-Daily Family (Non-Resident)	315	\$ 11,796.75	150	\$ 6,225.00	100	\$ 3,740.70	174	\$ 6,750.00	56	\$ 2,100.00	395	\$ 4,884.00	66	\$ 800.15
Visitor Weekly Family	37	\$ 7,448.00	14	\$ 3,000.00	12	\$ 2,200.00	20	\$ 4,400.00	5	\$ 1,000.00				
Visitor 6-Months Family	6	\$ 4,401.00	2	\$ 1,492.00	2	\$ 870.34	0	\$ -						
10-Punch Pass Family (Non- Resident)											4	\$ 125.00	0	\$ -
Monthly Family (Non-Resident)											243	\$ 11,408.00	17	\$ 760.51
Visitor Annual Family (Non-Resident)	0	\$ -	0	\$ -	0	\$ -	0	\$ -			3	\$ 675.00	0	\$ -
<b>Totals</b>	<b>6824</b>	<b>\$ 477,910.11</b>	<b>4203</b>	<b>\$ 336,154.41</b>	<b>1889</b>	<b>\$ 161,261.32</b>	<b>3718</b>	<b>\$ 233,227.07</b>	<b>1959</b>	<b>\$ 227,034.25</b>	<b>3942</b>	<b>\$ 260,782.06</b>	<b>717</b>	<b>\$ 65,643.23</b>
*FY25 10/1/24 through 11/30/24														Net GL Totals from CivicRec

On-Island employee are Corporate memberships and City Employees.

## Recreation Program Updates

November & December 2024 Paid Activities (does not include FREE Health Screenings, Inclusive Fitness Classes, etc.):

- Youth Soccer Clinic = 30
- Adult Softball League = 4 teams (58 players)
- SWAT = 28 Nov / 14 Dec
- Afterschool Program = 98 Fall Trimester / 64 Winter Trimester
- Martial Arts = 7
- Small Group Fitness – Barre Classes = 38 / Personal Training = 35
- Wreath Making = 27
- Thrift and Sift = 8
- Bingo (Monthly) = 12
- Youth Holiday Camp (2 weeks) = 12
- 50<sup>th</sup> Anniversary Holiday Tree Lighting = 500+
- Free Activities not listed above = Weight Room 101, Adult Pick up Softball, Pick up Basketball, Pick up Pickleball (Indoor & Outdoor), Pick up Tennis

Upcoming January and February:

- In partnership with Lee Health - Health Fair Saturday, January 4<sup>th</sup> 9a-1p
- Return of monthly Backyard Games at Community Park (Sunday 1/12/25 11a-1p)
- Return of Teen Nights (Friday, 1/17/25)
- 50<sup>th</sup> Anniversary Arbor Day 1/17/25 3p at Community Park
- Dancing with the Stars Featuring Louis VanAmstel LaBlast Class (Saturday 1/25/25)
- February is HEALTHY HEART MONTH! Themed classes, health screenings and more!

