



City of Sanibel

800 Dunlop Road
Sanibel, FL 33957

Meeting Minutes - Draft Transportation Master Plan Steering Committee

Wednesday, October 15, 2025

1:30 PM

MacKenzie Hall - 800 Dunlop Road

1. Call To Order

The meeting convened at 1:33 P.M.

2. Pledge of Allegiance

Chair Millar led the Pledge of Allegiance.

3. Roll Call

Present: 5 - Bill Millar, Matt DePaolis, Erika Steiner, Evelyn Stewart and Pasquale Russo

a. Motion to excuse absent member(s):

Vice Chair Russo moved, seconded by Committee DePaolis to excuse Committee Member Sergeant. The motion carried.

4. Consent Agenda

a. Adoption of the August 20, 2025 Meeting Minutes

Vice Chair Russo moved, seconded by Committee Member Steiner, to adopt the August 20, 2025, Meeting Minutes. The motion carried.

5. Public Comment

No public comment at this time.

6. Old Business

a. Section 3.3.3 Transportation Element (Sanibel Plan)

Deputy Planning Director Craig Chandler provided a copy of Section 3.3.3 of the Transportation Element and followed up from the previous meeting. Committee Members discussed the current element's relevance, noting it is partially outdated, and raised concerns regarding potential growth. Clarification was sought regarding the Committee's role and timeline for updating the Transportation Element.

Discussion ensued regarding evacuation routes, including consideration of

implementing two-way traffic. The inclusion of e-bikes in the Transportation Plan was briefly discussed. The Committee considered current and future level of service expectations and the need for potential additional impact evaluations.

Discussion continued regarding balancing transportation planning to meet both resident needs and the preservation of local wildlife. The committee acknowledged the upcoming consultant presentation covering the project section of the Transportation Master Plan.

7. New Business

a. Introduction of Consultant Team (Volkert, Inc.)

Deputy Planning Director Craig Chandler introduced the Volkert Group. Ned Baier from the Volkert Group provided background on his experience and introduced his colleagues. Mr. Baier presented a PowerPoint Presentation outlining the consultants' scope of work, deliverables, recommendations, policies, projects, programs, as well as a deeper explanation of their roles and responsibilities.

Chair Millar thanked the Volkert Group and inquired about opportunities for input on the project schedule.

Discussion ensued regarding project scope, schedule, and goals. The committee emphasized considerations including Sanibel's year-round and seasonal populations, building density, age of drivers, and existing road conditions, ex: Island Inn Rd. and Tarpon Bay Rd.

Discussion continued regarding potential of new paved roads, stakeholders, and focus group engagement, public investment strategies, opportunities for resident feedback, base mapping, data collection, and any aspects of the project scope that may be excluded. The Committee also spoke to waterway transportation and transit transportation.

Deputy Planning Director noted that an updated public involvement plan will be provided prior to the next Transportation Master Plan Committee Meeting.

i. Presentation of Scope of Work, Public Involvement, and Project Schedule

ii. Comments and Questions

b. Approval of the 2025-2026 Amended Meeting Dates Schedule

Discussion ensued a bi-monthly schedule. Mr. Chandler spoke to the previous meeting and why this agenda item was delayed to the October meeting.

Mr. Russo suggested keeping August meeting at the back end of the project before the contract ends.

Chair Millar thanked the consultant group for their participation.

8. Reports

a. Planning Commission Liaison Report

Deputy Director Craig Chandler reviewed a list of tentative topics provided to the Sanibel Plan Update Committee. He noted that on January 21st, the Committee will discuss elements of transportation and encouraged member to attend the meeting.

b. Chairperson Report

Nothing to Report

c. Committee Member Report

Nothing to report.

9. Next Meeting Date

a. Wednesday, November 19, 2025 at MacKenzie Hall

10. Public Comment

No public comment at this time.

11. Adjournment

There being no further business, the meeting adjourned at 3:35 P.M.