



City of Sanibel

800 Dunlop Road
Sanibel, FL 33957

Meeting Minutes - Draft City Council

Thursday, April 17, 2025

1:30 PM

BIG ARTS - 900 Dunlop Road

Capital Improvement Projects Budget Workshop (Following Special Meeting)

1. CALL TO ORDER

The meeting convened at 2:02 P.M.

2. INVOCATION AND PLEDGE OF ALLEGIANCE (Councilmember DeBuce)

Councilwoman DeBuce led the Invocation and Pledge of Allegiance.

3. ROLL CALL

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

4. SET THE AGENDA

The agenda was set as presented.

5. PRESENTATION OF DRAFT 5-YEAR CAPITAL IMPROVEMENT PLAN

- a. Agenda Memorandum
- b. Link to Online Capital Improvement Plan

Deputy City Manager and Chief Financial Officer, Steve Chaipel presented the Fiscal Year 2026 Budget Adoption process. How he is looking for consensus from Council for approving the framework of the plan, following through to the City's Adoption at the July meeting. City Manager, Dana Souza spoke to project discussions and if there is a project not included in the presentation today to please advise so that it may be included in the approval process.

Mr. Chaipel went into his report starting with the total funding of the operating budget, Capital Plan, grant funded and publicly assisted projects, and Hurricane recovery funds, including reimbursable line items. He further detailed the flows of the hurricane funding, including reimbursements. He additionally detailed projects that are fully funded out the general fund for regular maintenance or other City function. Mr. Chaipel provided a quick comparison of the Fiscal Year 2023 Capital Plan budget as it was adopted prior to the landfall of Hurricane Ian, this being a typical year for

projects prior to the storm. Comparing with the Fiscal Year 2026 numbers shows a focus on the Hurricane Recovery related projects in the years between.

In speaking about the Hurricane Ian Fund, Mr. Chaipel noted the break down by category related to FEMA categories, working with FEMA and the State to agree on funding for projects on the list. Noting approximately 17 million has been agreed upon for cost estimates to repair or replace assets through FEMA, but expects that number to fluctuate as more projects are agreed upon or cost estimates shift. He gave the example of the road re-pavement project, how FEMA has agreed to a 3 million dollar cost estimate but the City expects anywhere from 15-20 million dollars needed to complete the project. Hence it was not projected out on the chart as the number is expected to change significantly. He further detailed how FEMA approves the City's cost methodology so that the reimbursements are approved at actual cost.

Council discussion ensued regarding projections for years beyond 2026, with projects slated out for years beyond 2026. Mr. Chaipel noted the budget adoption process, regulated by state statutes, requires that an annual budget be adopted. He further noted how the document will show full amounts needed for projects entered into the budget, but that the funding will be carried over from year to year to cover the duration of any given project. Council expressed concerns for the approval from FEMA for road repairs, and how to plan for additional projected costs. Mr. Chaipel spoke to working with Fenton with Tidal Basin to get the funding needed. Expressing concerns in high level meetings with FEMA regarding the funding and working through the process with FEMA, exploring all avenues for funding even beyond FEMA. Additional discussion was had on deadlines for requests for funding, the project to commence as well as the completion of a project. Mr. Chaipel spoke to the obligation process through FEMA, noting the significantly lengthy process.

Mr. Souza spoke to the various projects and the priorities to fix certain assets in a particular order as the road project is a vital piece of infrastructure. FEMA allowing the work to commence while the City actively engages in conversations related to funding. As well as seeking additional avenues of funding, possibly through the transportation department. Council spoke to communications and challenges in working with Legislators and the State for funding of large projects related to Hurricane Recovery as well as speaking with Federal partners to team up to bring additional funding in.

Council and Mr. Chaipel thanked the work done by Tidal Basin and Fenton who has worked with city since Day 2 of the storm.

Council expressed concerns for additional costs related to the cost estimate for projects, Mr. Chaipel reiterated that FEMA works to approve the cost methodology, how the City calculates the cost estimate for a project, and uses that formula for

overages to later approve any additional funding to complete a project. Rather the reason for the cost increase be timing, so costs increase, global economy or otherwise, FEMA will cover due to the cost methodology being approved.

Bert Smith, the City IT director gave a brief overview of his departmental budget and spoke to regular maintenance replacements of City Servers and the possible integration of Artificial Intelligence (AI). Council discussion ensued regarding the implementation of AI and how it could provide an upgrade to the City Hall meeting spaces. City Manager Souza touched briefly on Mackenzie Hall updates, and noted desire to implement more technology in the space. Council inquired how the tech would be beneficial to the City, Mr. Smith noted it is too early to tell where AI could make the City more efficient. Council inquired if the City is connected to Fiber lines for internet connection. Mr. Smith noted most connections are done via fiber, but some areas like beach parking lots are running of 5G modems. Council concluded their questions regarding the City Website update, Mr. Souza noted that it is scheduled to go live at the end of May.

City's Police Chief, William Dalton gave a brief overview of his departmental budget. Chief Dalton spoke to the replacement of fleet vehicles with Ford F150's. He spoke to the costs associated with having a new fleet vehicle for the additional equipment needed to be installed. Salt air causing damage to current rifle stock, and looking to exchange out for more tolerant equipment. Discussion ensued regarding the police patrol boat. He gave a history of the use, and noted this new upgrade would require way less maintenance than the pleasure boat that the department currently has. City Manager Souza spoke to the grant funding associated and that a budget amendment would be required for purchase in 2026.

Council discussion ensued regarding the fleet vehicles, comparing scheduled maintenance with the miles and use of the vehicle. Chief Dalton spoke to running hours, how a vehicle might have lower miles, but have been running for more hours than the odometer may display. Council expressed concerns for e-bikes for Rangers, Chief noted the training required to deploy the ranger staff on e-bikes and the position having more modes of transportation than just the bike. Chief expressed concerns for liability if officers are not properly trained for equipment use. Council further inquired about the additional costs associated with equipment installed in fleet vehicles, Chief spoke to the advantages of purchasing through a State contract which has competitively negotiated pricing. Council discussion continued regarding how the fleet vehicles are determined to be replaced. City Manager Souza spoke to the work of the fleet maintenance supervisor, Brian Jennings, who works closely with patrol staff and the other vehicles used by staff.

Deputy Public Works Director, Scott Krawczuk gave a broad overview of the Transportation budget. Deputy City Manager Chaipel added that the Police

Department Build being under this department's budget due to it being a facility. Council inquired about project funding, Mr. Krawczuk noted particular projects being budgeted with City funding with hopes to replace with outside source funding, either through the County or State, the budget being for design and to be grant ready. Mr. Krawczuk continued his overview of Facilities, including the historical village. It was noted funds are for maintenance not for new displays or exhibits. Mr. Krawczuk updated council on the East Periwinkle Way Bridge, Sanibel Slough, and the Box Culvert on San-Cap Road funding. Council discussion ensued regarding how stormwater is categorized under transportation. Staff spoke to looking at this in the future, adding that most municipalities have a specific fund for stormwater.

Council inquired about the grants covering roadway shoulder repairs, potentially widening the road enough to allow bikers and broken down cars to take advantage of. Mr. Krawczuk noted FEMA would not cover upgrades and that scope of the project had already been determined. Conversations continued regarding the shared use path, prioritizing money for repairs and restoration of the path, looking at various ways to fund as soon as possible. Staff noted the hindrances with funding from the HMGP grant for the Tradewinds project being virtually unusable due to federal rules related to the Cost Benefit Analysis.

Recreation Director, Andrea Miller gave a brief overview of her departmental budget. Ms. Miller noted the age of the facility and further noted the repairs and maintenance of some of the larger ticket items, like the HVAC system, pool equipment and gymnasium flooring. Council congratulated Ms. Miller for working within such a tight budget and her hard work to keep the facility in good standing. Council expressed concerns for No-See-Ums, Ms. Miller spoke to working with the school to install large fans under the pavilion. Deputy City Manager reminded Council of the structure for funding the Recreation Center being in a sinking fund. Ms. Miller furthered her reporting on the Ball Fields needing to be resodded after storms last year, she noted the 3 way agreement with the School, the City and the County and working together for an upgraded replacement through partial FEMA funding. Council inquired about the additional surfacing needed for the gymnasium floor. Ms. Miller noted the process for surfacing requiring additional layers due to settling.

Utilities Director, Jason Goodrich gave an overview of his departmental budget including projects slated for the next 5 years. Mr. Goodrich spoke to the 20 site specific lift station installations as well as the 30 additional scheduled for FY2026, Donax system improvements, repairs to the waste water collection system, the City's Vac Truck replacement, and portable gas generators for lift station pass pumps. Council inquired about funding for the lift station replacements, Mr. Goodrich reported working with staff to secure grant funding. Council discussion ensued regarding the Donax and Ian Repair Mitigation, Mr. Goodrich noted that the City's insurance had taken care of this project more than initially expected.

In moving to Beach Parking, Deputy City Manager spoke to Public Works being split into two funds, TDC (Tourist Development Council), and Beach Parking. Council inquired if the City funds the wheel chair mats in beach parks, Mr. Krawczuk spoke to the initial mats being installed by TDC and that the City now maintains them. Council inquired about the handicap beach bikes, Mr. Krawczuk noted the bikes are maintained and stored with Billy's Bikes. Discussion ensued regarding the Fishing Pier replacement, acquiring both public and private funding for repairs and future maintenance.

City Manager Souza commented on the technical projects and noted staff is available to answer questions. Mr. Souza summarized the projects brought up by Council not included in the budget and asked for any additional comments. Council commented in relation to looking into widening parts of roads, particularly Sanibel-Captiva Road, in order to make room for pull off lanes or bike lanes.

Council further inquired about the process for approval, giving a chance for the Planning Commission Sub-Committee Capital Improvement Project to review. City Manager Souza noted the schedule included this budget workshop to allow Council to review the information before presenting it to the Sub-Committee. Mr. Souza further noted budgeting for design money on the Roadways in order to determine the enhancements to Sanibel-Captiva Road.

- c. Public Comment (Maximum time allotted, 20 minutes, with a limitation of 3 minutes per speaker.)

None at this time

6. ADJOURNMENT

There being no further business, the meeting adjourned at 4:17 P.M.