



# City of Marco Island Florida

51 Bald Eagle Drive  
Marco Island, Florida  
cityofmarcoisland.com

## Meeting Agenda - Final Audit Advisory Committee

*Chair: Eugene Siegel  
Vice-Chair: Elena McFann*

*Committee Members:  
Thomas Fontana, Daniel Kastholm,  
Chris Ricci, Chris Scherzinger,  
Teri Sommerfeld*

*City Staff: Carol McDermott, Jill Cartaya*

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Tuesday, April 21, 2026

11:00 AM

Community Room

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**(1) CALL TO ORDER**

**(2) ROLL CALL**

**(3) PLEDGE OF ALLEGIANCE**

**(4) APPROVAL OF THE AGENDA**

**(5) APPROVAL OF THE MINUTES**

[ID 26-5330](#) Approval of the Audit Advisory Minutes of March 17, 2026

**Attachments:** [Draft March 17 2026 Meeting Minutes](#)

**(6) OLD BUSINESS**

[ID 26-5325](#) Audit Update and progress

[ID 26-5326](#) Report From Chris Kessler, CLA

[ID 26-5327](#) Staff Update

**(7) NEW BUSINESS**

[ID 26-5329](#) Procedure for Presenting the Audit Draft to City Council

**(8) STAFF COMMUNICATIONS**

**(9) CITY COUNCIL COMMUNICATION**

**(10) PUBLIC COMMENT**

**(11) NEXT MEETING: CONFIRMATION & ATTENDANCE**

*Next Audit Advisory Committee meeting is scheduled for May 19th, 2026 at 10:00  
am*

**(12) PROPOSED AGENDA TOPICS FOR NEXT MEETING**

**(13) OTHER COMMITTEE COMMUNICATIONS**

**(14) ADJOURNMENT**

NOTE: TWO OR MORE CITY COUNCILORS OR OTHER COMMITTEE MEMBERS MAY BE PRESENT



Executive Brief

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**File #:** ID 26-5330, **Version:** 2

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Agenda Item: 5	Prepared By: Carol McDermott, Finance Director
Business: Approval of Minutes	Department: Finance

Subject:

Approval of the Audit Advisory Minutes of March 17, 2026

**BACKGROUND:**

Attached are copies of the meeting minutes.

**FUNDING SOURCE / FISCAL IMPACT:** N / A

**RECOMMENDATION:**

Approve minutes as presented.

**POTENTIAL MOTION:**

"I move to approve the Audit Advisory meeting minutes of March 17, 2026

# City of Marco Island Florida

*51 Bald Eagle Drive  
Marco Island, Florida  
cityofmarcoisland.com*



## Meeting Minutes - Draft

Tuesday, March 17, 2026

11:00 AM

Community Room

## Audit Advisory Committee

*Chair: Eugene Siegel  
Vice-Chair: Elena McFann*

*Committee Members:  
Thomas Fontana, Daniel Kastholm,  
Chris Ricci, Chris Scherzinger,  
Teri Sommerfeld*

*City Staff: Carol McDermott, Jill Cartaya*

**(1) CALL TO ORDER**

*Chair Siegel called the meeting to order at 9:00 am.*

**(2) ROLL CALL**

**Present:** 6 - Member Fontana, Member Kastholm, Vice-Chair McFann, Member Ricci, Member Sommerfeld and Chair Siegel

**Absent:** 1 - Member Scherzinger

*(Note: Vice-Chair McFann participated remotely via Zoom teleconference and was present at Roll Call and for the duration of the meeting)*

**Motion to allow for remote participation by Vice-Chair McFann:**

**Motion by Chair Siegel, seconded by Member Kastholm, to allow Vice-Chair McFann to participate in, and vote on, all allowable matters coming before the Audit Advisory Committee. MOTION CARRIED BY THE FOLLOWING VOICE VOTE:**

**Yes:** 6 - Member Fontana, Member Kastholm, Vice-Chair McFann, Member Ricci, Member Sommerfeld and Chair Siegel

**ALSO PRESENT**

- Councilor Gray*
- Councilor Henry*
- Councilor Schwan*
- Carol McDermott, Finance Director*

**(3) PLEDGE OF ALLEGIANCE**

*Led by Chair Siegel.*

**(4) APPROVAL OF THE AGENDA**

*Chair Siegel requested a motion to approve the Agenda.*

**Motion by Member Sommerfeld, seconded by Member Kastholm to Approve the Agenda. MOTION CARRIED BY THE FOLLOWING VOICE VOTE:**

**Yes:** 6 - Member Fontana, Member Kastholm, Vice-Chair McFann, Member Ricci, Member Sommerfeld and Chair Siegel

**(5) APPROVAL OF THE MINUTES**

*Chair Siegel requested a motion to approve the February 25th, 2026, meeting Minutes.*

**MOTION by Member Kastholm, seconded by Member Sommerfeld to Approve February 25th, 2026, Minutes. MOTION CARRIED BY THE FOLLOWING VOICE VOTES:**

**Yes:** 6 - Member Fontana, Member Kastholm, Vice-Chair McFann, Member Ricci, Member Sommerfeld and Chair Siegel

[ID 26-5261](#) Approval of the Audit Advisory Minutes of February 25, 2026

**(6) OLD BUSINESS**

[ID 26-5231](#) Audit Update and progress

*Carol McDermott, Finance Director, provided a brief update and progress of the Audit.*

*Members participated by sharing their input and seeking clarification through questions*

[ID 26-5232](#) Internal Controls

*Internal Controls are being conducted.*

*Members participated by sharing their input and seeking clarification through questions.*

[ID 26-5233](#) Regulatory Compliance

*Deadlines are being met.*

*Members participated by sharing their input and seeking clarification through questions.*

[ID 26-5234](#) Update on Controller and other staff positions

*Human Resources has received some good candidates. Interviewing process has started.*

[ID 26-5235](#) Chair Siegel, CC Mtg 3/16/2026

*Chair Siegel provided a brief update from the City Council Meeting.*

*Members participated by sharing their input and seeking clarification through questions.*

**(7) NEW BUSINESS**

*None.*

**(8) STAFF COMMUNICATIONS**

*None.*

**(9) CITY COUNCIL COMMUNICATION**

*None.*

**(10) PUBLIC COMMENT**

*None.*

**(11) NEXT MEETING: CONFIRMATION & ATTENDANCE**

*Next meeting will be scheduled for April 21st, 2026, at 11:00 am.*

**(12) PROPOSED AGENDA TOPICS FOR NEXT MEETING**

*Update on the Audit*

**(13) OTHER COMMITTEE COMMUNICATIONS**

*None.*

**(14) ADJOURNMENT**

*There being no further business before the Committee, Chair Siegel adjourned by meeting at 11:23 am.*



## Executive Brief

**File #:** ID 26-5325, **Version:** 2

Agenda Item: 7	Prepared By: Carol McDermott, Finance Director
Business: Old Business	Department: Finance

**Subject:**

Audit Update and progress

**BACKGROUND:**

Audit Update and progress

**FUNDING SOURCE / FISCAL IMPACT:** N / A

**RECOMMENDATION:**

Audit Update and progress

**POTENTIAL MOTION:**

Audit Update and progress



Executive Brief

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**File #:** ID 26-5326, **Version:** 2

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Agenda Item: 7	Prepared By: Carol McDermott, Finance Director
Business: Old Business	Department: Finance

Subject:

Report From Chris Kessler, CLA

**BACKGROUND:**

Report from Chris Kessler, CLA

**FUNDING SOURCE / FISCAL IMPACT:** N / A

**RECOMMENDATION:**

**POTENTIAL MOTION:**



Executive Brief

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**File #:** ID 26-5327, **Version:** 2

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Agenda Item: 7	Prepared By: Carol McDermott, Finance Director
Business: Old Business	Department: Finance

Subject:  
Staff Update

**BACKGROUND:**

Staff Update

**FUNDING SOURCE / FISCAL IMPACT:** N / A

**RECOMMENDATION:**

**POTENTIAL MOTION:**



Executive Brief

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**File #:** ID 26-5329, **Version:** 2

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Agenda Item: 7	Prepared By: Carol McDermott, Finance Director
Business: New Business	Department: Finance

Subject:

Procedure for Presenting the Audit Draft to City Council

**BACKGROUND:**

Procedure for Presenting the Audit Draft to City Council

**FUNDING SOURCE / FISCAL IMPACT:** N / A

**RECOMMENDATION:**

**POTENTIAL MOTION:**