



# City of Marco Island

**To:** City Council  
**From:** Joan Taylor, City Clerk  
**Through:** Casey Lucius, Interim City Manager  
**Date:** April 23, 2026  
**Re:** **April 2026: Monthly City Council Report from the City Clerk’s Office**

The City Clerk’s Office provides a broad range of services, including serving as the official custodian of City documents and records; administering City elections and oversight of Political Action Committees; preparing agendas and minutes for City Council meetings; coordinating ordinances and resolutions; providing public meeting notices; managing the operational needs of Advisory Committees; and responding to inquiries from walk-in visitors and callers to City Hall.

The City Clerk’s Office is staffed by one full-time City Clerk, one full-time Deputy Clerk, one part-time Recording Clerk, and four part-time Receptionists at City Hall.

## General

- **Calls to City Hall:** Call volume to City Hall remained strong throughout April and is anticipated to be significantly higher versus the number of calls received same time last year. Receptionists report calls focus on the traffic patterns/ street congestion with N. Collier, garbage pick-up and permitting status/application.

In-Bound Calls to Receptionists to City Hall (data through April 15 , 2026)												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2025	769	803	728	739	923	763	904	779	764	867	915	800
2026	992	917	1149	1035 *	--	--	--	--	--	--	--	--
Diff. vs Year Ago	29%	14%	58%	40%	--	--	--	--	--	--	--	--

\*Estimated for the month

- Posted 12 **public notices** and notified media for meetings occurring in April and May.
- Developed **City Council minutes and agendas** for 2 regular meetings.
- Updated the **City Website** (Public Meetings, Resolutions, Council Voting Records, Candidate Information)

## 2026 City Council Election, PAC and Referendum

- The **2026 City Council Election** has 3 seats available. Interested individuals are encouraged to see the City Clerk to review the filing process (State law and local Charter) to become a Candidate. The Marco Island City Charter requires potential candidates to qualify by petition. Prior to securing petitions, fundraising, or campaign spending, individuals must first open a candidate file with the City Clerk that designates their campaign treasurer and the campaign fund bank account information. Candidates then can proceed with their **petition collection which is due to the Supervisors of Elections for verification by June 16, 2026, at NOON or to the City Clerk by June 15.**
- Q1-26 Treasurer Report received from the Committee to Improve the Quality of Marco Island Reuse Water.
- Potential referenda item updates were provided to the Collier County Supervisor of Elections.
- The Deputy City Clerk participated in a 2-hour training class about municipal elections led by the Florida Association of City Clerks; this training will count towards Theresa’s certification requirements.

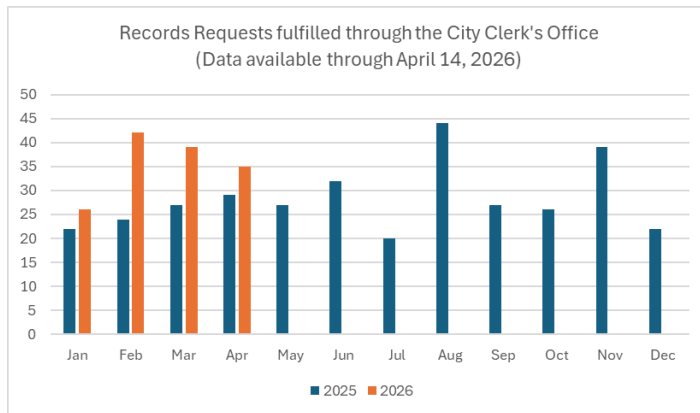
## Committees

- Onboarded of Rodd Scheiber to **Hideaway Beach Tax District Advisory Committee**; Mr. Schrieber replaces Dick Delawder who retired from his position in March 2026.
- The City Clerk filed the 2025 Florida corporate annual renewal with the Department of State for the **Marco Island Community Parks Foundation, Inc.**

## Public Records Requests

The City accepts public records requests verbally, through email and through a software portal. The chart below tracks public records requests directed through the City Clerk's Office (in-bound and fulfilled). This does not include requests for Police or Building Services, as those requests are directly made to those departments.

Requests for public records remained strong through April with February experiencing the peak in number of requests made to the City Clerk. Requests in April are tracking with a 20% increase vs. April 2025.



## City Website - ADA requirements update

Jim Kornas, Recording Clerk, and Martin Luna, AV Specialist, are leading the City's efforts to implement updated accessibility standards for the City's website and digital content.

They recently presented to City Directors the internal timelines, key technical requirements, and available tools to support compliance. Jim and Martin also conducted a more detailed session with each department's designated website content administrator, providing a deeper look into the implementation process.

Department administrators have been encouraged to begin reviewing their assigned webpages and identifying areas that may need updates or improvements. Jim, Martin, and staff will continue to hold a series of check-ins over the upcoming months to support progress and ensure a smooth transition.

## Legal Noticing

The City has been working with the County and is prepared to start implementing the pilot test (May – December 2026) that would consist of running digital legal noticing on the Collier County Website in parallel with the existing practice of legal noticing in newspapers. The Florida Legislature amended Chapter 50, Florida Statutes, through House Bill 7049, creating Section 50.0311(January 2023) that authorizes municipalities the opportunity to publish certain required legal notices on a publicly accessible governmental website (such as their County Website) in lieu of a newspaper.

Several local governments (including Naples, Everglades City and 17 other municipalities) are successfully using the digital noticing option and are recognizing efficiencies with this modernization, while maintaining statutory compliance.

At the completion of the City's pilot, the findings, which include a cost analysis, will be presented to both the Planning Board and City Council.

## Other

- Theresa Swanson, Deputy Clerk is serving on the Employee Engagement Team, an internal committee created by HR for staff input to strengthening the workplace culture