



City of Marco Island

Date: August 18, 2025

To: City Council

From: Casey Lucius, Ph.D., Assistant City Manager

Re: Internal Services Departmental Report for July 2025

City Manager's Office:

- Assistant City Manager concluded interviews for HR Director, made an offer to the top candidate. The new Director will start on October 6, 20225.
- Assistant City Manager conducted Fire Union negotiations with the Fire Chief and representatives from IAFF Local 2887.
- Participated in the Water Quality Workshop and presented Operating budget for FY26 in the budget workshop.
- Distributed August Newsletter to 8,947 residents via new website; newsletter was opened by 2,561 residents.
- 5 press releases were sent from the City Manager's Office in July.
- 56 social media posts were posted from the City Manager's Office.
- 14 app notifications were sent using the new Marco Island App and Live Feed webpage.

Leslie Sanford, IPMA-SCP – Human Resources Manager

Human Resources – July 2025

- The city currently has 12 positions that are unfilled, this is two more than the previous month. The Water & Sewer Collections and Distribution team has 2 open positions for Utility Systems Technician. Police Officer is posted continuously.
- Conducted 1 New Employee Orientation
- Processed 2 new workers comp incidents - Medical Only
- Completed 1 Personnel Action for one employee that has gained his FDEP Class "C" Drinking Water Plant Operator License in the Water & Sewer Department
- Processed 4 employee terminations
- Recognized longevity for 3 employees with June anniversaries.

- Initial planning for the Flu Shot Clinic to be held October 1, 2025
- Initial planning for Open Enrollment to be held October 8 & 9, 2025

Angela R. Johenning, C.F.E, CPPB – Purchasing & Risk Manager

1. Efficiency in our Purchasing Program

- Purchasing Manager worked with the Police Department and City attorney to create a contract with Motorola. This contract will be used to purchase in vehicle camera equipment. This contract was procured by piggybacking off of a competitively bid contract through Sourcewell.
- Purchasing Manager attended Florida Procurement Training regarding Cooperative Purchasing, Emergency & Disaster Procurement Readiness and Managing Vendor Performance Contract Compliance.
- Purchasing Manager conducted one-on-one contract training with Fire Department Administrative Assistant.

Purchase orders:

53 purchase orders were issued in July 2025 in the amount of \$796,066. Fiscal Year-to-date we have issued 726 Purchase Orders for \$19,959,875. Last fiscal year-to-date we issued 722 Purchase Orders for \$19,963,408. This is an increase in volume of less than one percent and a decrease of about 1.7% in terms of encumbered dollars.

In July 2025 we issued purchase orders in the following thresholds:

- 24 for the amounts less than \$5,000
- 7 for the amounts between \$5,000 and \$9,999
- 22 for the amounts \$10,000 and above

P-Cards:

487 pcard transactions were processed in the month of July 2025 for a total of \$95,497
514 pcard transactions were processed in the month of July 2024 for a total of \$124,436

Active bid solicitations:

Bid number	Date due	Title	City Council approval
ITB 2023-034	02/15/2024	RWP MBR Wind Retrofit Improvements (FEMA project)	TBD-Waiting on FEMA

ITB 2025-017	08/13/2025	Sand Hill Street Shared Use Path	09/08/2025
ITB 2025-021	08/20/2025	Marco Island Alternate Bike Lanes	09/08/2025

Joe Parrilli –Manager, Fleet and Facilities

Updates

- 1060 work orders assigned in June with a 98% completion rate
- 227 self-initiated work orders assigned through facilities staff rounding
- Annex roof replacement has begun, and completion scheduled for 8/22
- Airnasium materials have been ordered
- Mackle Park donation drinking fountain was installed
- Lighting in all the buildings was modified for hurricane overnight sleeping. This was done with in-house maintenance staff.
- City council and Police department thermostats were all replaced for better control of humidity and temperatures.
- Thor Guard was repaired and is now fully operational

Facilities Capital projects

1) High Priority

- Winterberry beach access
- Racquet center maintenance projects
- Annex roof replacement
- Police dock (work is coordinated with Colier county)
- Replace Thor Guard with updated model so parts are more readily available
- Add phone lines to Police department fire alarm to communicate with monitoring service

2) In Progress Projects

- Annex elevator modernization project
- Replace bad temperature sensors in PD building controls
- Airnasium was approved and materials were ordered
- Vandalism repairs around city property
- Beach beautification project
- City hall elevator motor for hydraulic pump replacement
- Repairing Fire station 50 bay doors that are inoperable
- New picnic tables and stone garbage containers have been ordered for all parks.
- VCP fountain annual drain down and deep clean

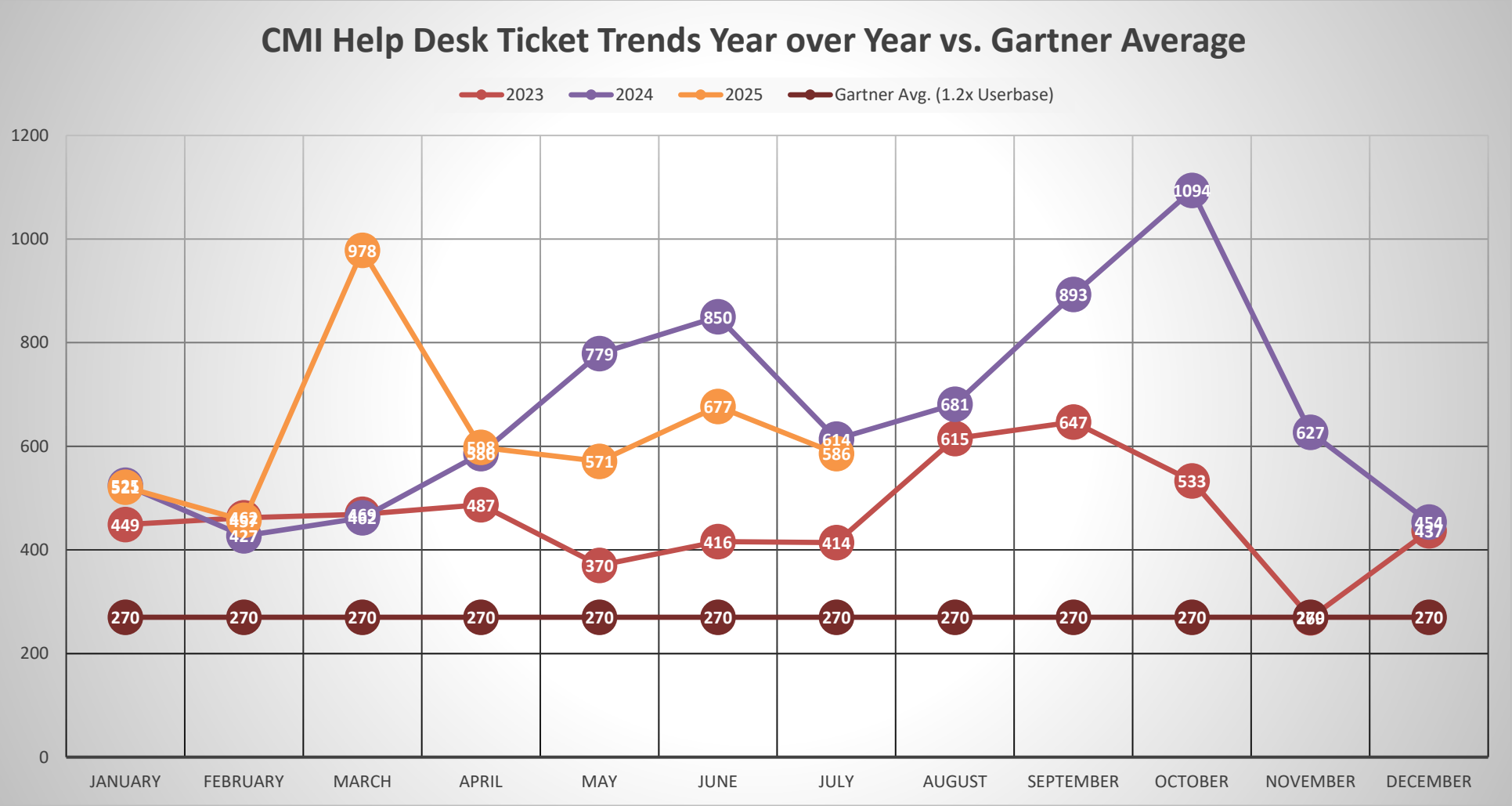
Information Technology Department Report

July, 2025 Update

IT Projects, Goals, and Objectives	Start	Estimated End	Status
Support all networks, network devices, telecommunications, and software City wide.		Ongoing	<p>586 helpdesk tickets were submitted in July, 2025.</p> <p><i>4442 tickets (2025)</i> <i>7992 tickets (2024)</i> <i>5552 tickets (2023)</i> <i>5954 tickets (2022)</i></p>
Server, Storage, and Networks	Jan '21	Ongoing	<ul style="list-style-type: none"> Completed fast storage array work. Work is ongoing with minor network changes as we continue to move network equipment to FS50, 95% complete. In the process of moving MIPD server equipment to our redundant server cluster. 90% complete. Completed network and access control standup for new North Plant C&D Building.
Computer system refresh cycle	FY18	Ongoing	<p>Replace employee computer systems every 5 years with new technologies as appropriate.</p> <ul style="list-style-type: none"> FY25 Refresh 25 Laptops 15 Desktops FY24 Refresh 35 Laptops 22 Desktops FY23 Refresh 30 Laptops

City Facilities Fiber Mapping	11/21	Ongoing	<ul style="list-style-type: none">• Mapping out existing fiber across all city campuses.• Adding additional routes for redundancy and new providers.• Contract work with Summit Broadband on Dark Fiber Runs. Estimated completion for majority of work is end of December 2024 and end of July 2025 for final two runs requiring permits due to distance and additional equipment.• Summit Broadband delays have extended this to end of August 2025.
-------------------------------	-------	---------	---

CMI Help Desk Ticket Trending – July, 2025



Online Video Streaming Site Visitor Statistics – Period: July, 2025

6,766

👁️ Total Page Views ?

3,157

👁️ Total Visits ?

1,422

👤 Total Unique Visitors ?

🖥️

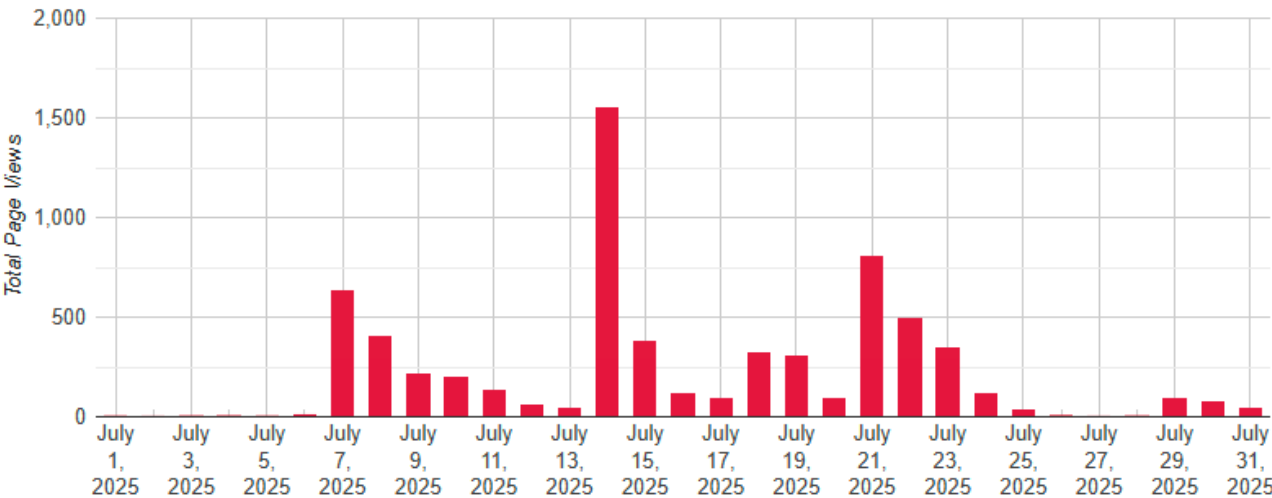
71%

Desktop

📱

29%

Mobile



WHAT MEDIA YOUR CITIZENS ARE VIEWING

All Media Live Events Encoder Streams On Demand Media

Filter by title

Media Title ?	Type ?	Total Views ?
Marco Island TV 24/7	Encoder	1,271
City Council on 2025-07-07 5:30 PM	Archive	598
City Council on 2025-07-14 4:30 PM - Special-Called Meeting scheduled for 4:30 p.m. or thereafter	Archive	253
City Council on 2025-07-14 2:30 PM - Special-Called Workshop	Live event	172
City Council on 2025-07-21 5:30 PM	Archive	168
City Council on 2025-07-14 4:30 PM - Special-Called Meeting scheduled for 4:30 p.m. or thereafter	Live event	135

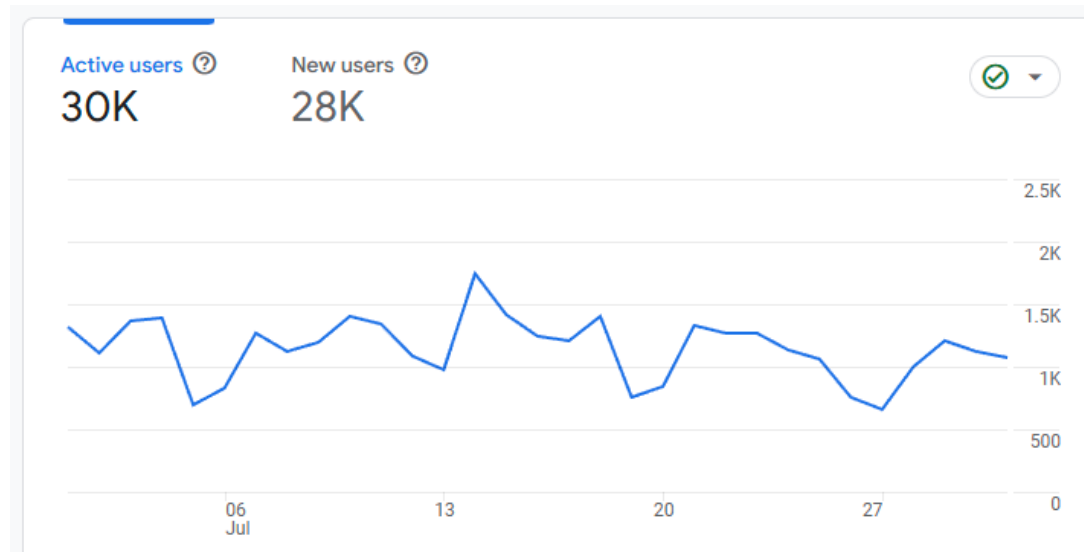
ALL MEDIA

3,066

📺 Total Media View Sessions ?

CITYOFMARCOISLAND.COM

Internet Site Visitor Statistics – July, 2025



Top Pages Users Visit – July, 2025

Top pages/screens

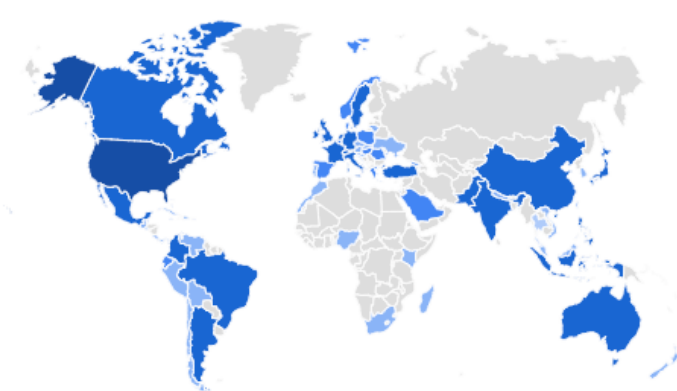
PAGE TITLE AND SCREEN CLASS	VIEWS	ACTIVE USERS	EVENT COUNT
Home City of Marco Island	17K	7.4K	50K
Documents City of Marco Island	16K	9.5K	50K
Page Not Found City of Marco Island	6.8K	4.4K	21K
Permitting Portal Information City of Ma...	5.4K	1.9K	18K
Events City of Marco Island	3.1K	914	6.3K
Staff City of Marco Island	2.4K	627	4.2K
Online Payments City of Marco Island	2.1K	1.4K	7.1K

Top 7 Countries, Cities Visiting, Device Type and Operating System

CITYOFMARCOISLAND.COM

July, 2025

Active users▼ by Country



COUNTRY	ACTIVE USERS
United States	29K
Canada	135
Germany	131
United Kingdom	93
Ireland	49
India	45
France	29

Active users▼ by City

CITY	ACTIVE USERS
Ashburn	12K
Miami	2.4K
Marco Island	2.1K
Naples	487
New York	468
Fort Myers	447
Tampa	432

Active users▼ by Operating system

OPERATING SYSTEM	ACTIVE USERS
Linux	11K
iOS	7.5K
Windows	6.5K
Macintosh	2.5K
Android	1.7K
Chrome OS	86
Tizen	3

Active users▼ by Platform / device category

PLATFORM / DEVIC...	ACTIVE USERS
web / desktop	21K
web / mobile	8.9K
web / tablet	354
web / smart tv	10