

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.