

<b>EQUAL EMPLOYMENT OPPORTUNITY COMMISSION</b>				<b>OMB Control No. 3046-0008 Expires: 01/31/2025</b>	
<b>STATE AND LOCAL GOVERNMENT INFORMATION REPORT (EEO-4)</b> <b>EEOC Form 164</b>					
Control Number: 12303090 Reporting Year: 2023					
<b>A. TYPE OF GOVERNMENT (Check one box only)</b>					
<input type="checkbox"/> 1. State		<input type="checkbox"/> 2. County		<input checked="" type="checkbox"/> 3. City	
				<input type="checkbox"/> 4. Township	
				<input type="checkbox"/> 5. Special District	
<input type="checkbox"/> 6. Other (Specify)					
<b>B. IDENTIFICATION</b>					
1. NAME OF POLITICAL JURISDICTION  PUNTA GORDA CITY					
2. MAILING ADDRESS		CITY/TOWN	COUNTY	STATE	ZIP
326 WEST MARION AVENUE		PUNTA GORDA	CHARLOTTE	FL	33950
<b>C. FUNCTIONS</b>					
<input checked="" type="checkbox"/>	1. <b>FINANCIAL ADMINISTRATION.</b> Tax billing and collection, budgeting, purchasing, central accounting and similar financial administration carried on by a treasurer's, auditor's or comptroller's office and;  <b>GENERAL CONTROL.</b> Duties usually performed by boards of supervisors or commissioners, central administration offices and agencies, central personnel or planning agencies, all judicial offices and employees (judges, magistrates, bailiffs, et al.)		8. <b>HEALTH.</b> Provision of public health services, outpatient clinics, visiting nurses, food and sanitary inspections, mental health, alcohol rehabilitation service, etc.		
			9. <b>HOUSING.</b> Code enforcement, low rent public housing, fair housing ordinance enforcement, housing for elderly, housing rehabilitation, rent control.		
<input checked="" type="checkbox"/>	2. <b>STREETS AND HIGHWAYS.</b> Maintenance, repair, construction and administration of streets, alleys, sidewalks, roads, highways, and bridges.		<input checked="" type="checkbox"/>	10. <b>COMMUNITY DEVELOPMENT.</b> Planning, zoning, land development, open space, beautification, preservation.	
	3. <b>PUBLIC WELFARE.</b> Maintenance of homes and other institutions for the needy; administration of public assistance. (Hospitals should be reported under function 7.)			11. <b>CORRECTIONS.</b> Jails, reformatories, detention homes, halfway houses, prisons, parole and probation activities.	
<input checked="" type="checkbox"/>	4. <b>POLICE PROTECTION.</b> Duties of a police department, sheriff's, constable's, coroner's office, etc. Including technical and clerical employees engaged in police activities.		<input checked="" type="checkbox"/>	12. <b>UTILITIES AND TRANSPORTATION.</b> Includes water supply, electric power, transit, gas, airports, water transportation and terminals.	
<input checked="" type="checkbox"/>	5. <b>FIRE PROTECTION.</b> Duties of the uniformed fire force and clerical employees. (Forest fire protection activities should be reported under function 6.)		<input checked="" type="checkbox"/>	13. <b>SANITATION AND SEWAGE.</b> Street cleaning, garbage and refuse collection and disposal. Provision, maintenance and operation of sanitary and storm sewer systems and sewage disposal plants.	
<input checked="" type="checkbox"/>	6. <b>NATURAL RESOURCES.</b> Agriculture, forestry, forest fire protection, irrigation drainage, flood control, etc., and;		14. <b>EMPLOYMENT SECURITY.</b> State governments only.		
	<b>PARKS AND RECREATION.</b> Provision, maintenance and operation of parks, playgrounds, swimming pools, auditoriums, museums, marinas, zoos, etc.		<input checked="" type="checkbox"/>	15. <b>OTHER (Specify.)</b> HR, Public Works supervisors, IT, City Manager Office, Warehouse, Facilities	
	7. <b>HOSPITALS.</b> Operation and maintenance of institutions for inpatient medical care.				



Control Number: 12303090

Reporting Year: 2023

Jurisdiction: PUNTA GORDA CITY

**D. EMPLOYMENT DATA AS OF JUNE 30**

Function 1 - FINANCIAL ADMINISTRATION/GENERAL CONTROL

**1. FULL-TIME EMPLOYEES**

JOB CATEGORY	ANNUAL SALARY (in thousands 000)	RACE/ETHNICITY														TOTALS	
		HISPANIC OR LATINO		NOT-HISPANIC OR LATINO													
		MALE	FEMALE	MALE						FEMALE							
				WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES		
ADMINISTRATIVE SUPPORT	41. \$0.1 - 15.9																0
	42. \$16.0 - 19.9																0
	43. \$20.0 - 24.9																0
	44. \$25.0 - 32.9																0
	45. \$33.0 - 42.9																0
	46. \$43.0 - 54.9																0
	47. \$55.0 - 69.9																0
	48. \$70.0 PLUS																0
SKILLED CRAFT	49. \$0.1 - 15.9																0
	50. \$16.0 - 19.9																0
	51. \$20.0 - 24.9																0
	52. \$25.0 - 32.9																0
	53. \$33.0 - 42.9																0
	54. \$43.0 - 54.9																0
	55. \$55.0 - 69.9																0
	56. \$70.0 PLUS																0
SERVICE - MAINTENANCE	57. \$0.1 - 15.9																0
	58. \$16.0 - 19.9																0
	59. \$20.0 - 24.9																0
	60. \$25.0 - 32.9																0
	61. \$33.0 - 42.9																0
	62. \$43.0 - 54.9																0
	63. \$55.0 - 69.9																0
	64. \$70.0 PLUS																0
<b>65. TOTAL FULL-TIME (LINES 1-64)</b>		9	19	8	1	0	0	0	0	18	1	0	0	0	0	0	56
<b>2. OTHER THAN FULL-TIME EMPLOYEES</b>																	
66. OFFICIALS - ADMINISTRATORS				2						3							5
67. PROFESSIONALS										2							2
68. TECHNICIANS			1							2							3
69. PROTECTIVE SERVICE																	0
70. PARAPROFESSIONALS																	0
71. ADMINISTRATIVE SUPPORT																	0
72. SKILLED CRAFT																	0
73. SERVICE - MAINTENANCE																	0
<b>74. TOTAL OTHER THAN FULL-TIME (LINES 66 - 73)</b>		0	1	2	0	0	0	0	0	7	0	0	0	0	0	0	10

Control Number: 12303090

Reporting Year: 2023

Jurisdiction: PUNTA GORDA CITY

**D. EMPLOYMENT DATA AS OF JUNE 30**

Function 1 - FINANCIAL ADMINISTRATION/GENERAL CONTROL

	RACE/ETHNICITY														TOTALS
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
			MALE						FEMALE						
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	

**3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 - JUNE 30)**

75. OFFICIALS - ADMINISTRATORS															0
76. PROFESSIONALS									2						2
77. TECHNICIANS	1														1
78. PROTECTIVE SERVICE									1						1
79. PARAPROFESSIONALS															0
80. ADMINISTRATIVE SUPPORT															0
81. SKILLED CRAFT															0
82. SERVICE - MAINTENANCE															0
<b>83. TOTAL NEW HIRES</b> <b>(LINES 75 - 82)</b>	1	0	0	0	0	0	0	0	3	0	0	0	0	0	4

**E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT**

Includes City Manager Office, Legal, Warehouse, City Council, Finance, Procurement, IT, City Clerk, Billing & Collections, Building Department

**F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT**

**G. REMARKS ABOUT THIS FUNCTION REPORT**





Control Number: 12303090

Reporting Year: 2023

Jurisdiction: PUNTA GORDA CITY

**D. EMPLOYMENT DATA AS OF JUNE 30**

Function 2 - STREETS AND HIGHWAYS

	RACE/ETHNICITY														TOTALS
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
			MALE						FEMALE						
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	

**3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 - JUNE 30)**

75. OFFICIALS - ADMINISTRATORS															0
76. PROFESSIONALS															0
77. TECHNICIANS			1												1
78. PROTECTIVE SERVICE															0
79. PARAPROFESSIONALS															0
80. ADMINISTRATIVE SUPPORT															0
81. SKILLED CRAFT			1	1											2
82. SERVICE - MAINTENANCE	1		2												3
<b>83. TOTAL NEW HIRES</b> <b>(LINES 75 - 82)</b>	1	0	4	1	0	0	0	0	0	0	0	0	0	0	6

**E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT**

Right of Way, Public Works Engineering, Canal Maintenance

**F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT**

**G. REMARKS ABOUT THIS FUNCTION REPORT**







Control Number: 12303090

Reporting Year: 2023

Jurisdiction: PUNTA GORDA CITY

**D. EMPLOYMENT DATA AS OF JUNE 30**

Function 4 - POLICE PROTECTION

	RACE/ETHNICITY														TOTALS
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
			MALE						FEMALE						
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	

**3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 - JUNE 30)**

75. OFFICIALS - ADMINISTRATORS															0
76. PROFESSIONALS															0
77. TECHNICIANS	1														1
78. PROTECTIVE SERVICE	1		4	1					1						7
79. PARAPROFESSIONALS															0
80. ADMINISTRATIVE SUPPORT															0
81. SKILLED CRAFT															0
82. SERVICE - MAINTENANCE															0
<b>83. TOTAL NEW HIRES</b> <b>(LINES 75 - 82)</b>	2	0	4	1	0	0	0	0	1	0	0	0	0	0	8

**E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT**

Punta Gorda Police Department NCIC number P08020001 FL80200

**F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT**

**G. REMARKS ABOUT THIS FUNCTION REPORT**





Control Number: 12303090

Reporting Year: 2023

Jurisdiction: PUNTA GORDA CITY

**D. EMPLOYMENT DATA AS OF JUNE 30**

Function 5 - FIRE PROTECTION

	RACE/ETHNICITY														TOTALS
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
			MALE						FEMALE						
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	

**3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 - JUNE 30)**

75. OFFICIALS - ADMINISTRATORS															0
76. PROFESSIONALS															0
77. TECHNICIANS			1												1
78. PROTECTIVE SERVICE	1		2												3
79. PARAPROFESSIONALS															0
80. ADMINISTRATIVE SUPPORT															0
81. SKILLED CRAFT															0
82. SERVICE - MAINTENANCE															0
<b>83. TOTAL NEW HIRES</b> <b>(LINES 75 - 82)</b>	1	0	3	0	0	0	0	0	0	0	0	0	0	0	4

**E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT**

Punta Gorda Fire Department

**F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT**

**G. REMARKS ABOUT THIS FUNCTION REPORT**





Control Number: 12303090

Reporting Year: 2023

Jurisdiction: PUNTA GORDA CITY

**D. EMPLOYMENT DATA AS OF JUNE 30**

Function 6 - NATURAL RESOURCES/PARKS AND RECREATION

	RACE/ETHNICITY														TOTALS
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
			MALE						FEMALE						
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	

**3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 - JUNE 30)**

75. OFFICIALS - ADMINISTRATORS															0
76. PROFESSIONALS															0
77. TECHNICIANS															0
78. PROTECTIVE SERVICE															0
79. PARAPROFESSIONALS															0
80. ADMINISTRATIVE SUPPORT															0
81. SKILLED CRAFT															0
82. SERVICE - MAINTENANCE			1						1						2
<b>83. TOTAL NEW HIRES</b> <b>(LINES 75 - 82)</b>	0	0	1	0	0	0	0	0	1	0	0	0	0	0	2

**E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT**

Parks and Grounds

**F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT**

**G. REMARKS ABOUT THIS FUNCTION REPORT**







Control Number: 12303090

Reporting Year: 2023

Jurisdiction: PUNTA GORDA CITY

**D. EMPLOYMENT DATA AS OF JUNE 30**

Function 10 - COMMUNITY DEVELOPMENT

	RACE/ETHNICITY														TOTALS
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
			MALE						FEMALE						
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	

**3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 - JUNE 30)**

75. OFFICIALS - ADMINISTRATORS															0
76. PROFESSIONALS			1						1						2
77. TECHNICIANS			1												1
78. PROTECTIVE SERVICE															0
79. PARAPROFESSIONALS															0
80. ADMINISTRATIVE SUPPORT									1						1
81. SKILLED CRAFT															0
82. SERVICE - MAINTENANCE															0
<b>83. TOTAL NEW HIRES</b> <b>(LINES 75 - 82)</b>	0	0	2	0	0	0	0	0	2	0	0	0	0	0	4

**E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT**

Urban Design, Planning, Zoning, Code Compliance, Building, Permitting

**F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT**

**G. REMARKS ABOUT THIS FUNCTION REPORT**





Control Number: 12303090

Reporting Year: 2023

Jurisdiction: PUNTA GORDA CITY

**D. EMPLOYMENT DATA AS OF JUNE 30**

Function 12 - UTILITIES AND TRANSPORTATION

	RACE/ETHNICITY														TOTALS
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
			MALE						FEMALE						
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	

**3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 - JUNE 30)**

75. OFFICIALS - ADMINISTRATORS															0
76. PROFESSIONALS			1												1
77. TECHNICIANS															0
78. PROTECTIVE SERVICE															0
79. PARAPROFESSIONALS															0
80. ADMINISTRATIVE SUPPORT									4						4
81. SKILLED CRAFT			2												2
82. SERVICE - MAINTENANCE	1		2	2											5
<b>83. TOTAL NEW HIRES</b> <b>(LINES 75 - 82)</b>	1	0	5	2	0	0	0	0	4	0	0	0	0	0	12

**E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT**

Utilities engineering, Water Distribution, Wastewater Collections, Wastewater Treatment Plant, Water Treatment Plant, Canal Maintenance, Utilities billing

**F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT**

**G. REMARKS ABOUT THIS FUNCTION REPORT**







Control Number: 12303090

Reporting Year: 2023

Jurisdiction: PUNTA GORDA CITY

**D. EMPLOYMENT DATA AS OF JUNE 30**

Function 13 - SANITATION AND SEWAGE

	RACE/ETHNICITY														TOTALS
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
			MALE						FEMALE						
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	

**3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 - JUNE 30)**

75. OFFICIALS - ADMINISTRATORS															0
76. PROFESSIONALS															0
77. TECHNICIANS			2												2
78. PROTECTIVE SERVICE															0
79. PARAPROFESSIONALS															0
80. ADMINISTRATIVE SUPPORT															0
81. SKILLED CRAFT			1												1
82. SERVICE - MAINTENANCE			1	1											2
<b>83. TOTAL NEW HIRES</b> <b>(LINES 75 - 82)</b>	0	0	4	1	0	0	0	0	0	0	0	0	0	0	5

**E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT**

Sanitation

**F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT**

**G. REMARKS ABOUT THIS FUNCTION REPORT**





Control Number: 12303090

Reporting Year: 2023

Jurisdiction: PUNTA GORDA CITY

**D. EMPLOYMENT DATA AS OF JUNE 30**

Function 15 - OTHER

	RACE/ETHNICITY														TOTALS
	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												
			MALE						FEMALE						
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKA NATIVE	TWO OR MORE RACES	

**3. NEW HIRES DURING EEO-4 FISCAL YEAR (JULY 1 - JUNE 30)**

75. OFFICIALS - ADMINISTRATORS															0
76. PROFESSIONALS									1						1
77. TECHNICIANS															0
78. PROTECTIVE SERVICE															0
79. PARAPROFESSIONALS															0
80. ADMINISTRATIVE SUPPORT									1						1
81. SKILLED CRAFT	1		2												3
82. SERVICE - MAINTENANCE			2												2
<b>83. TOTAL NEW HIRES</b> <b>(LINES 75 - 82)</b>	1	0	4	0	0	0	0	0	2	0	0	0	0	0	7

**E. DEPARTMENTS/AGENCIES INCLUDED IN THIS FUNCTION REPORT**

Public Works supervisors, HR staff, City manager Office assistant, Electrician, IT staff, Mechanic, Facilities Maintenance Workers

**F. DEPARTMENTS/AGENCIES NOT INCLUDED IN THIS FUNCTION REPORT**

**G. REMARKS ABOUT THIS FUNCTION REPORT**

**Control Number:** 12303090

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<b>SUMMARY OF FUNCTIONS</b>			
✓	1 - FINANCIAL ADMINISTRATION/GENERAL CONTROL		9 - HOUSING
✓	2 - STREETS AND HIGHWAYS	✓	10 - COMMUNITY DEVELOPMENT
	3 - PUBLIC WELFARE		11 - CORRECTIONS
✓	4 - POLICE PROTECTION	✓	12 - UTILITIES AND TRANSPORTATION
✓	5 - FIRE PROTECTION	✓	13 - SANITATION AND SEWAGE
✓	6 - NATURAL RESOURCES/PARKS AND RECREATION		14 - EMPLOYMENT SECURITY
	7 - HOSPITALS	✓	15 - OTHER
	8 - HEALTH		
<b>COMMENTS</b>			
<b>CERTIFICATION. I certify that the information given in this report is correct and true to the best of my knowledge and was reported in accordance with accompanying instructions. (Willfully false statements on this report are punishable by law, US Code, Title 18, Section 1001.)</b>			
<b>NAME OF CERTIFYING OFFICIAL</b> JEFF PAYNE		<b>TITLE</b> HUMAN RESOURCES MANAGER	
<b>MAILING ADDRESS</b> 326 WEST MARION AVENUE  PUNTA GORDA FL, 33950		<b>TELEPHONE NUMBER</b> 941-575-3371	
<b>DATE</b> 11/7/2023	<b>EMAIL ADDRESS</b> JPAYNE@CITYOFPUNTAGORDAFL.COM		<b>TYPED NAME</b> JEFF PAYNE