



**APPLICATION TO SERVE ON A
CHARLOTTE COUNTY ADVISORY BOARD**

INCOMPLETE APPLICATIONS WILL BE RETURNED

| | | | |
|---|--------------------------|-------------------------|-------------------------|
| Mr/Mrs/Ms: | Mrs | | |
| Name: | Last Russo | First Mary | Middle Initial J |
| Residence Address: | | | |
| Street | 2305 Sofia Ln | City Punta Gorda | Zip Code 33983 |
| Mailing Address: | | | |
| Street | 2305 Sofia Ln | City Punta Gorda | Zip Code 33983 |
| Phone No. | | | |
| | Home 941-769-2822 | Business | |
| FAX: | | | |
| E-Mail Address: maryrusso711@yahoo.com | | | |

I hereby submit my name for consideration to serve in an advisory capacity to the Board of Charlotte County Commissioners on the following Advisory Board:

Mid-Charlotte Stormwater Unit

Name of Advisory Board

If applying for a specific category/position, please so state: Mid-Charlotte Storm Water Unit

Occupation: Operations Manager

If currently retired, previous occupation: _____

Civic/Professional Accomplishments/Offices Held:

Board Director- Deep Creek Section 23 POA. Communications Committee Chair- Deep Creek Section 23 POA

Deed Restriction Committee Board Representative- Deep Creek Section 23 POA. Former Webmaster/IT chair

Deep Creek Civic Association. Business Operations Manager- Restoration Wise Guys LLC

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In order to qualify a volunteer must both be a property owner within and reside within the Unit, and my qualifications to be eligible are as follows:

I am a property owner and full-time resident within Charlotte County and meet the eligibility requirements to serve as a volunteer for the unit.

If applicable, please indicate any employment, contractual relationship or status that you may have, or have had within the past 12 months, with any private business entity that rents, leases or sells any realty, or provides any goods or services to the County or that is conducting any business with the County.

I have not had any employment, contractual relationship, or business dealings with Charlotte County within the past 12 months.

Have you ever worked for the Charlotte County Board of County Commissioners? Yes No

> If "Yes", please list position, department, start and end date: _____

Do you have any relatives currently working for the Charlotte County Board of County Commissioners? Yes No

> If "Yes", please list name(s) and department(s): _____

Are you a full-time Charlotte County Resident? Yes No

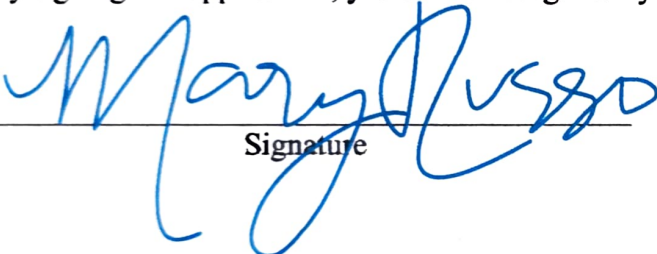
Have you ever been convicted of a Felony or Misdemeanor? (Please be sure you understand the question, as failure to answer truthfully will disqualify you). Yes No

Have you ever pled NO LO CONTENDRE or pled guilty to a crime which is a Felony or a Misdemeanor? (Please be sure you understand the question, as failure to answer truthfully will disqualify you). Yes No

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- 1.) **All of the Boards and Committees appointed by the Board of County Commissioners are required to comply with the Sunshine Law FS 286.011 and some of the Boards and Committees appointed by the Board of County Commissioners are required to comply with Chapter 112, Florida Statutes, the Financial Disclosure Law. You may be required to file a Form 1 Financial Disclosure. You will be provided with more information upon appointment.**
- 2.) **Charlotte County, an equal opportunity/affirmative action employer, considers the selection and appointment of persons to advisory boards in a non-discriminatory manner consistent with the requirements of Federal, State and Local non-discrimination laws.**
- 3.) **The Board of County Commissioners request that you attend the Commission meeting at which your application will be considered for appointment. This office will notify you of the Commission meeting date.**
- 4.) **Members who fail to attend two (2) meetings in a rolling twelve-month period shall automatically forfeit their appointment.**

By signing this application, you acknowledge that you have read and understand the previous statements.



Signature

3/7/2026

Date

A résumé or list of qualifications and experience is requested but cannot replace this application form.

PLEASE RETURN THIS COMPLETED FORM TO:

**Charlotte County Public Works
Municipal Service District Representatives
7000 Florida Street
Punta Gorda, FL 33950**

OR EMAIL TO:

MSBU-TU@CharlotteCountyFL.gov

Mary J. Russo

2305 Sofia Ln, Punta Gorda, Florida

Email: maryrusso711@yahoo.com

Phone: (941) 769-2822

Professional Summary

Community volunteer and small business operations manager with active leadership roles in the Deep Creek community. Experienced in property owner association governance, communications, and community outreach. I am interested in contributing to Charlotte County advisory efforts related to infrastructure, stormwater management, and community development.

Civic Leadership & Community Service

Board Director | Deep Creek Section 23 Property Owners Association | Punta Gorda, Florida

Participate in governance and policy discussions affecting the community | Review association policies and community concerns related to property and infrastructure | Work collaboratively with board members and residents to improve community operations

Communications Committee Chair | Deep Creek Section 23 POA

Oversee community communications and information distribution | Assist with Association webpage announcements and updates regarding community matters

Board Representative – Deed Restriction Committee | Deep Creek Section 23 POA

Participate in review of deed restriction concerns within the community | Assist in ensuring consistent application of community standards

Former Webmaster / IT Administrator | Deep Creek Civic Association

Managed website content and digital communication tools and social media | Assisted with online community information and updates

Professional Experience

Operations Manager | Restoration Wise Guys LLC | Punta Gorda, Florida

Manage day-to-day business operations | Oversee administrative functions including bookkeeping, payroll, and regulatory filings | Coordinate scheduling, customer communication, and project support

Skills & Relevant Experience

Community governance and volunteer leadership | Policy review and administrative processes | Communication and community outreach | Small business operations and administration | Website and digital information management | Community Residency | Property owner and resident of the Deep Creek community within Charlotte County, Florida.