



THE CITY OF CORAL GABLES  
*Human Resources*

September 16, 2019

Mr. Eddie Coard Jr.  
Public Works Department  
City of Coral Gables

Congratulations! To recognize you for being an outstanding City of Coral Gables employee, you have been selected as the Employee of the Month for October 2019.

On Tuesday, October 8, 2019, you will be formally introduced as the Employee of the Month during our scheduled Commission meeting. Please make arrangements to arrive at the Commission Chambers, located on the second floor of City Hall, by 8:45 a.m. for the presentation.

The Public Affairs office will also be contacting you in order to obtain your picture which will be displayed in City Hall for the duration of the month. A copy of this picture will also be provided to you as well. If you have not been contacted within the next few days, please call Michael Rocha, Multimedia Production Manager, at 305-460-5520 in order to set up a convenient time for your photograph.

In addition, the Coral Gables Rotary Club will also be honoring you, and your supervisor at a luncheon scheduled for later this month. The details of this luncheon will be sent to you at a later date. If your supervisor cannot attend, please have them designate another member of staff to accompany you to this luncheon.

Once again, the City of Coral Gables congratulates you on being chosen Employee of the Month for October 2019.

Sincerely,

A handwritten signature in blue ink that reads "Karla Green".

Karla Green  
Human Resources Director

