



VILLAGE OF PALMETTO BAY
 9705 E. HIBISCUS STREET
 PALMETTO BAY, FLORIDA 33157
 (305) 259-1234 Fax: (305) 259-1290

Approved
 Edward Silva, Village Manager
 3/15/19
 Date

REQUEST FOR PUBLIC RECORDS

Requests are filled in accordance with the provisions of Chapters 119 and 257, Florida Statutes.

DATE: 2-25-19
 NAME: Zach McKenzie
 COMPANY: The Claims Center LLC
 ADDRESS: PO Box 47604
 PHONE: 866-233-0353 FAX: _____
 EMAIL: Zach.mckenzie88@theclaimscenter.com

REQUEST (Attach additional page, if necessary): Copies of the following documents:

* See attached online request.

FOR USE BY VILLAGE STAFF ONLY TRACKING NO.: 2019-068
 DATE FORWARDED: 2-27-19 ASSIGNED DEPT: Public Services
 DATE REQUEST FILLED: _____ NUMBER OF COPIES: _____
 ESTIMATED TIME (IF APPLICABLE): _____ ESTIMATED COST: _____
 HOW WAS REQUEST FILLED? _____
 IF NOT FILLED, REASON: _____
 BY: _____

Melissa Dodge

From: noreply@civicplus.com
Sent: Monday, February 25, 2019 5:55 PM
To: Missy Arocha; Melissa Dodge
Subject: Online Form Submittal: Public Records Requests

Public Records Requests

PUBLIC RECORDS REQUEST FORM [Public Records Policy](#)

Date	2/25/2019
Name	Zach McKenzie
Company	The Claims Center LLC
Phone Number	8662330353
Email Address	zach.mckenzie88@theclaimscenter.com
Address	P.O Box 47604
Preferred Delivery Method	Electronic (via email- email address required)
Are you a member of the media?	No
Public Record Request(s):	Requesting a previously issued permit for tree installation at 7790 SW 144th St, Palmetto Bay, FL 33158, issued or active around 9/18/2017. If this is not handled by your office, I would appreciate it if you let me know that as well.

Thank You
Please note that there may be a fee associated with your request depending on the extent of the information being requested. If so, the Office of the Village Clerk will contact you about any associated fees. If you have any further questions, please email Village Clerk Arocha at marocha@palmettobay-fl.gov

Email not displaying correctly? [View it in your browser.](#)

Admin Temp

From: Public Works Temp
Sent: Friday, March 15, 2019 3:11 PM
To: Admin Temp; Karla Morales-Maestre
Cc: Dionisio Torres
Subject: RE: Public Record Request - 2019-068 (McKenzie)

Our office does not hold records of tree permits. This is done through Miami Dade County. They would need to make their request with them

From: Admin Temp
Sent: Thursday, March 14, 2019 3:09 PM
To: Dionisio Torres; Public Works Temp
Cc: Olga Cadaval; Missy Arocha; Melissa Dodge; Karla Morales-Maestre
Subject: FW: Public Record Request - 2019-068 (McKenzie)

Good afternoon Dio,

Please see the attached request and forward the response to my attention and cc' Karla.

Thank you!

Yanara Modroño
Interim Executive Assistant
Office of the Village Manager
Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, Florida 33157
T: 305-259-1234
F: 305-259-1290

From: Melissa Dodge <mdodge@palmettobay-fl.gov>
Sent: Wednesday, February 27, 2019 4:50 PM
To: Admin Temp <admintemp@palmettobay-fl.gov>; Olga Cadaval <ocadaval@palmettobay-fl.gov>
Cc: Missy Arocha <marocha@palmettobay-fl.gov>; Edward Silva <esilva@palmettobay-fl.gov>
Subject: Public Record Request - 2019-068 (McKenzie)

Good Afternoon,

Attached is Public Record Request No. 2019-068 received from Mr. Zach McKenzie. Please forward to the appropriate department.

Sincerely,

Melissa Dodge
Administrative Assistant
Office of the Village Clerk

Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, FL 33157
Ph: 305-259-1234
Fax: 305-259-1290

Please Note: Florida has very broad public records laws. Most written communications to or from local officials regarding official business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Monday, February 25, 2019 5:55 PM
To: Missy Arocha <marocha@palmettobay-fl.gov>; Melissa Dodge <mdodge@palmettobay-fl.gov>
Subject: Online Form Submittal: Public Records Requests

Public Records Requests

PUBLIC RECORDS REQUEST [Public Records Policy](#)
FORM

Date	2/25/2019
Name	Zach McKenzie
Company	The Claims Center LLC
Phone Number	8662330353
Email Address	zach.mckenzie88@theclaimscenter.com
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