



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

Approved  
Edward Silva, Village Manager  
Date

REQUEST FOR PUBLIC RECORDS

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

DATE: 7-17-19

NAME: Karina Hormaza

COMPANY: FPL

ADDRESS: 9250 W. Flagler St. Room 2444, Miami, FL 33174

PHONE: 305-552-2362 FAX: \_\_\_\_\_

EMAIL: al.coll@fpl.com

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

\*Please see attached email for description of request.

\*\*\*\*\*

FOR USE BY VILLAGE STAFF ONLY

TRACKING NO.: 2019-229

DATE FORWARDED: 7-18-19

ASSIGNED DEPT: Administration

DATE REQUEST FILLED: \_\_\_\_\_

NUMBER OF COPIES: \_\_\_\_\_

ESTIMATED TIME (IF APPLICABLE): \_\_\_\_\_

ESTIMATED COST: \_\_\_\_\_

HOW WAS REQUEST FILLED? \_\_\_\_\_

IF NOT FILLED, REASON: \_\_\_\_\_

BY: \_\_\_\_\_

## Melissa Dodge

---

**From:** Missy Arocha  
**Sent:** Wednesday, July 17, 2019 11:51 AM  
**To:** Melissa Dodge  
**Subject:** FW: Address List Request for the Village of Palmetto Bay (Special Agreement) 7-17-19  
**Attachments:** FORMAT FOR CITY ADDRESS LIST TEMPLATE.xlsx

**Importance:** High

Please log, process, and acknowledge.

---

**From:** Coll, Al <Al.Coll@fpl.com>  
**Sent:** Wednesday, July 17, 2019 11:28 AM  
**To:** Missy Arocha <marocha@palmettobay-fl.gov>  
**Cc:** Hormaza, Karina A <Karina.A.Hormaza@fpl.com>; Montero, Anthony <Anthony.Montero@fpl.com>; Rosa, Maribel <Maribel.Rosa@fpl.com>  
**Subject:** Address List Request for the Village of Palmetto Bay (Special Agreement) 7-17-19



July 17, 2019

Ms. Missy Arocha  
Village Clerk  
Village of Palmetto Bay  
9705 E Hibiscus St.  
Palmetto Bay, Florida 33157

Dear Ms. Arocha,

In accordance with Section 166.231 – .234 of the Florida Statutes, we are requesting a list of addresses impacted by Miami Dade's Special Agreement. By providing FPL with this important information, you are ensuring that franchise fees and/or taxes collected in your residents' FPL bills are properly attributed and paid to your municipality. The above statute makes municipalities responsible for providing accurate and timely information for this purpose. Neglecting to provide FPL this requested information, may cause inaccurate reporting, thus affecting your taxes and or franchise fees. Please note that any address list received after 14 calendar days of this request will be completed in the order it is received.

We are requesting the following:

- Please provide the list on a Microsoft Excel Spreadsheet format and submit it electronically to: [Mun-Addr-Verify@fpl.com](mailto:Mun-Addr-Verify@fpl.com)
- A current street map of the city with the boundaries clearly marked.

- Information must comply with the U.S. Post Office address standards, which are available on the Internet at [www.usps.gov.ncsc](http://www.usps.gov.ncsc) or at your local Post Office. Attached you will find a standard address format.

If there are any questions, please submit them electronically to:

[Mun-Addr-Verify@fpl.com](mailto:Mun-Addr-Verify@fpl.com)

Thank you,

Karina A. Hormaza  
Manager of Quality Assurance & Process Analytics

KAH: (ajc)

Attachment



**FPL - AL COLL - SR. BILLING CONTROLS SPECIALIST.**  
Florida Power & Light - A NextEra Energy Company  
9250 W. Flagler St. Room 2444 - GO  
Miami, Florida 33174  
(305) 552-2362 Fax#: (305) 552-3340  
[al\\_coll@fpl.com](mailto:al_coll@fpl.com)

## ADDRESS FORMAT PER USPS STANDARDS

	PRE DIR	STREET NAME	ALIAS	SUFFIX	POST DIR	LOW	HIGH	ZIP	EOA
1	N	BAY		ST		100	1099	33031	A
	NE	MAIN		ST		200	599	33031	A
	NW	206TH		ST		2900	3999	33056	A
2		BAY		AVE	SW	100	1099	33031	A
		BAY		ST	SE	500	599	33031	A
3		BAY WEST		PL		100	1099	33031	A
		NORTH		AVE		100	1099	33031	A
4		MAIN AVENUE		DR		100	1099	33031	A
		3RD STREET		CIR	W	100	1099	33031	A
5		7TH		ST		100	1099	33031	A
		SEVENTH		ST		1200	1399	33031	A
6		1ST		ST		300	699	33031	A
		2ND		ST		400	1099	33031	A
		3RD		ST		500	1299	33031	A
		4TH		ST		600	1099	33031	A
		5TH		ST		700	1099	33031	A
7		97TH		ST		300	1099	33031	A
		7TH		ST		100	1098	33031	E
		7TH		ST		101	1099	33031	O
8	SW	24TH	CORAL WAY	ST		400	699	33031	A
		CORAL	24TH ST	WAY		400	699	33031	A
9	S	ATLANTIC		DR	W	2000	2199	33056	A
	SE	BURBAN		AVE	E	1900	1999	33075	A
10	W	CORAL		ST		100	500	33031	A
	W	CORAL		ST		600	1000	33036	A

### NOTES:

1. If a directional word is found as the first word in the street name and there is no other directional to the the left of it, abbreviate it and locate it in the predirectional field.

#### Examples:

101 **NORTH** BAY STREET  
201 **NORTHEAST** MAIN ST  
2901 **NORTHWEST** 206TH ST

2. If a directional word is found to the right of the street name and suffix, abbreviate it and locate it in the postdirectional field.

#### Examples:

101 BAY AVE **SOUTHWEST**  
501 BAY ST **SOUTHEAST**

3. If the directional word appears between the street name and the suffix, then it appears as part of the primary name and should be spelled out.

4. If the address has two consecutive words as suffixes, abbreviate the second of the two words and place it in the suffix field. The first of the two words is part of the primary name.

5. Only spell out numeric street names when there are duplicate numeric street names within a postal delivery area.

6. If there are no duplicate numeric street names, then enter the number with appropriate ending ( i.e. , **ND,RD,TH**, etc. ).

7. Please designate whether the LOW/HIGH ranges are even ("**E**"), odd ("**O**") , or all numbers ("**A**")

8. If the street name has any aliases please include them . Be sure that the same number ranges apply.

9. If the street name has two directionals, please enter both

10. Be sure to separate the address ranges for the same street name by **zipcodes**.

Please provide the information sequentially as appears above (**PRE DIR, STREET NAME, ALIAS, STREET SUFFIX, POST DIR, LOW RANGE,ZIP CODE, and EOA**)