



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

Approved
Gregory H. Truitt, Interim Village Manager
Date

**REQUEST FOR PUBLIC RECORDS**

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

DATE: 3/3/20

NAME: Bill Kestel

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: bill.kestel@yahoo.com

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

\* Please see attached  
email for description of  
request

\_\_\_\_\_

\_\_\_\_\_

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<b>FOR USE BY VILLAGE STAFF ONLY</b>	TRACKING NO.: <u>2020-080</u>
DATE FORWARDED: <u>3-3-20</u>	ASSIGNED DEPT: <u>Administration</u>
DATE REQUEST FILLED: _____	NUMBER OF COPIES: _____
ESTIMATED TIME (IF APPLICABLE): _____	ESTIMATED COST: _____
HOW WAS REQUEST FILLED? _____	
IF NOT FILLED, REASON: _____	
BY: _____	

## Melissa Dodge

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**From:** Missy Arocha  
**Sent:** Tuesday, March 3, 2020 11:58 AM  
**To:** Melissa Dodge  
**Cc:** John Dellagloria; Yanara Modroño; Olga Cadaval  
**Subject:** FW: VOPB ADA Policy & Coordinator

Melissa:

Please log, process, and acknowledge the public records request.

Respectfully,



*Missy Arocha*

Village Clerk / Passport Acceptance Facility Manager

**Village of Palmetto Bay**

9705 East Hibiscus Street

Palmetto Bay, FL 33157

Phone: (305) 259-1234

[www.palmettobay-fl.gov](http://www.palmettobay-fl.gov)

**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.



**Please save a tree. Don't print this e-mail unless it's really necessary.**

**From:** bill.kestel <bill.kestel@yahoo.com>  
**Sent:** Tuesday, March 3, 2020 8:20 AM  
**To:** John Dellagloria <jdellagloria@palmettobay-fl.gov>  
**Cc:** Village Council <Council@palmettobay-fl.gov>; bill.kestel@yahoo.com  
**Subject:** VOPB ADA Policy & Coordinator

**CAUTION: EXTERNAL SENDER -- Please avoid opening any unexpected attachments or clicking any strange links.**

Counselor,

Please provide a copy of VOPB established procedures and policies for ADA Accomodatoon requests.

Also please provide the name of the VOPB designated ADA Coordinator as required with any Government Entity with 50 or more employees ( Fairly certain VOPB has more than 50 Employees, but not positive) which is a Federal Law dictated by chapter II of the ADA.

Kind Regards,  
Bill

Sent from my Sprint Samsung Galaxy S9+.