

## Melissa Dodge

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**From:** Missy Arocha  
**Sent:** Wednesday, March 08, 2017 6:34 PM  
**To:** Marsha Matson  
**Cc:** Melissa Dodge  
**Subject:** RE: Public Records Request 2017-052

Good afternoon Ms. Matson.

This email is to acknowledge receipt of your public records request. Your request is logged as Public Records Request No. 2017-052 and has been forwarded to Village Administration. Upon receipt of the information, the Village Clerk's office will contact you.

Respectfully,

Missy Arocha, Village Clerk  
Village of Palmetto Bay  
(305) 259-1234



**Think before you print**

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:** Marsha Matson [<mailto:x4m2h5@gmail.com>]  
**Sent:** Wednesday, March 08, 2017 5:27 PM  
**To:** Missy Arocha  
**Subject:** Public records request

Councilperson Siegel Lara said to me today that she read traffic, feasibility, and/or marketing studies which formed the basis of determining the number of reserve units available to developers in the downtown zoning code. The studies dated from approximately 2014, and are not the studies I previously heard about from Travis Kendall, which dated from estimated 2010. I request reading the 2014 studies, not copying them, at the first available opportunity. I asked Mr. Kendall for these studies, but he referred me to the clerk's office.

Time is of the essence due to the studies' relevance in upcoming zoning cases. Please provide me with the cost or fee, if applicable. I am available anytime to come in for the appointment. Marsha Matson



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

**REQUEST FOR PUBLIC RECORDS**

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

DATE: 3/8/17  
NAME: Marsha Matson  
COMPANY: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_  
EMAIL: X4m2h5@gmail.com

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

\* Please see attached  
e-mail.

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**FOR USE BY VILLAGE STAFF ONLY** TRACKING NO.: 2017-052  
DATE FORWARDED: \_\_\_\_\_ ASSIGNED DEPT: \_\_\_\_\_  
DATE REQUEST FILLED: \_\_\_\_\_ NUMBER OF COPIES: \_\_\_\_\_  
ESTIMATED TIME (IF APPLICABLE): \_\_\_\_\_ ESTIMATED COST: \_\_\_\_\_  
HOW WAS REQUEST FILLED? \_\_\_\_\_  
IF NOT FILLED, REASON: \_\_\_\_\_  
BY: \_\_\_\_\_