



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: 6/9/17
NAME: Janie Olvera
COMPANY: State Representative Kionne L. McGhee
ADDRESS: Florida House of Representatives, District 117
PHONE: 305-256-6300 FAX: _____
EMAIL: Juanita.olvera@myfloridahouse.gov

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

* Please see attached
request for description
of request

FOR USE BY VILLAGE STAFF ONLY

TRACKING NO.: 2017-113
ASSIGNED DEPT: Human Resources

DATE FORWARDED: _____

DATE REQUEST FILLED: _____

ESTIMATED TIME (IF APPLICABLE): _____

HOW WAS REQUEST FILLED? _____

IF NOT FILLED, REASON: _____

BY: _____

Melissa Dodge

From: Missy Arocha
Sent: Monday, June 12, 2017 11:41 AM
To: Melissa Dodge
Subject: FW: City of Palmetto Bay Public Records Request.docx
Attachments: City of Palmetto Bay Public Records Request.docx

Importance: High

- Please log and distribute to personnel;
- Please email requestor confirming receipt of the request – copy me.

Respectfully,

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



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: Olvera, Juanita [<mailto:Juanita.Olvera@myfloridahouse.gov>]
Sent: Friday, June 09, 2017 4:55 PM
To: Missy Arocha
Subject: City of Palmetto Bay Public Records Request.docx

Good afternoon,

Please find our Public Records request letter attached.

Thank you for your assistance.



Janie Olvera
DISTRICT ASSISTANT
Juanita.olvera@myfloridahouse.gov

STATE REPRESENTATIVE KIONNE L. MCGHEE
Florida House of Representatives, District 117

DISTRICT OFFICE:

10720 CARIBBEAN BLVD
SUITE 225
CUTLER BAY, FL 33189
305-256-6300



Florida House of Representatives

Office of Florida State Representative Kionne L. McGhee

Cutler Bay Town Center - 10720 Caribbean Blvd., Suite 225, Cutler Bay, FL 33189 - Ph. 305.256.6300

PUBLIC RECORDS REQUEST

June 9, 2017

Dear Missy Arocha:

Pursuant to Article I, section 24 of the Florida Constitution, and chapter 119, F.S., I am requesting an opportunity to inspect or obtain copies of public records for:

Employee list of ALL City of Palmetto Bay employees and Officials to include: First name, last name and email address in Excel format

I request a waiver of all fees for this request since the disclosure of the information I seek is not primarily in my commercial interest, and is likely to contribute significantly to public understanding of the operations or activities of the government, making the disclosure a matter of public interest.

Should you deny my request, or any part of the request, please state in writing the basis for the denial, including the exact statutory citation authorizing the denial as required by s. 119.07(1)(d), F.S.

I will contact your office within 24 hours to discuss when I may expect fulfillment of my request, and payment of any statutorily prescribed fees. If you have any questions in the interim, you may contact my office at 305-256-6300.

Thank you,
Janie Olvera

DISTRICT ASSISTANT

Juanita.olvera@myfloridahouse.gov

STATE REPRESENTATIVE KIONNE L. MCGHEE
Florida House of Representatives, District 117

Melissa Dodge

From: Olvera, Juanita <Juanita.Olvera@myfloridahouse.gov>
Sent: Monday, June 12, 2017 11:21 AM
To: Melissa Dodge
Subject: Public Records Request

Good morning Melissa,

Thank you for assisting our office with the public records request. I am sure that you have your hands full with many other tasks, however, we would greatly appreciate it if our request for records could be expedited. If possible we would appreciate having it emailed to our office by tomorrow morning. I will stay in contact with you in the case that you may need any additional information.

Thank you again for your help!



Janie Olvera

DISTRICT ASSISTANT

Juanita.olvera@myfloridahouse.gov

STATE REPRESENTATIVE KIONNE L. MCGHEE
Florida House of Representatives, District 117

DISTRICT OFFICE:
10720 CARIBBEAN BLVD
SUITE 225
CUTLER BAY, FL 33189
305-256-6300