



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: 3-13-18

NAME: Julia Cespedes

COMPANY: _____

ADDRESS: _____

PHONE: _____ FAX: _____

EMAIL: Thejcespedes@gmail.com

REQUEST (Attach additional page, if necessary): Copies of the following documents:
Copy of draft minutes of
Special Council meeting on
2-21-18.

FOR USE BY VILLAGE STAFF ONLY

TRACKING NO.: 2018-076
ASSIGNED DEPT: Village Clerk

DATE FORWARDED: _____

NUMBER OF COPIES: _____

DATE REQUEST FILLED: _____

ESTIMATED TIME (IF APPLICABLE): _____

ESTIMATED COST: _____

HOW WAS REQUEST FILLED? _____

IF NOT FILLED, REASON: _____

BY: _____

Melissa Dodge

From: Missy Arocha
Sent: Tuesday, March 13, 2018 11:00 AM
To: Melissa Dodge; Olga Cadaval
Cc: Yvonne Picado; Edward Silva
Subject: FW: Response to Request
Attachments: Minutes-2018-02-21 Special-DRAFT FORMAT.pdf

Melissa: please log.

Olga/Yvonne: the record being sought was in the care and custody of the Clerk; therefore, the document was provided to the requestor.

Respectfully,

Missy Arocha, Village Clerk
Village of Palmetto Bay
(305) 259-1234
www.palmettobay-fl.gov



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: Missy Arocha
Sent: Tuesday, March 13, 2018 10:35 AM
To: Julia Cespedes (thejcespedes@gmail.com)
Subject: Response to Request

Good morning Julia.

Pursuant to your request, enclosed please find the DRAFT MINUTES of the Special Council Meeting of February 21, 2018. Please note that these minutes are in **draft form**; not in final form. These Minutes will be placed on the April Meeting Agenda for Council approval and consideration.

Respectfully,

Missy Arocha, Village Clerk
Village of Palmetto Bay
(305) 259-1234
www.palmettobay-fl.gov



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