

Melissa Dodge

From: Melissa Dodge
Sent: Friday, April 13, 2018 3:48 PM
To: greg@ggbuilding.com
Cc: Missy Arocha
Subject: FW: Public Records Request - 2018-104/2018-103
Attachments: PublicRecRequest-2018-104.pdf; PublicRecRequest-2018-103.pdf

Dear Mr. Goldstein:

In response to your public record requests logged as 2018-103 and 2018-104; the Clerk's office received from Administration that no record exists for building plans. You will need to check with Miami-Dade microfilm at 786-315-2340.

Attached is the permit listing related to your request logged as 2018-104.

If there are any questions, please contact the Office of the Village Clerk.

Sincerely,

Melissa Dodge
Administrative Assistant
Office of the Village Clerk
Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, FL 33157
Ph: 305-259-1234
Fax: 305-259-1290

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: Melissa Dodge
Sent: Tuesday, April 10, 2018 1:29 PM
To: 'greg@ggbuilding.com'
Cc: Missy Arocha
Subject: Public Records Request - 2018-104/2018-103

Dear Mr. Goldstein:

This email is to acknowledge that the Village Clerk's office is in receipt of your request for: **microfilm/plans for 7840 SW 183 Terrace.**

Your request has been logged as **Public Records Request 2018-104** and will be submitted to Village Administration. As soon as the information is received, the Village Clerk's office will contact you.

Also, the Clerk's office forwarded your prior request logged as **2018-103 (microfilm/plans for 7840 SW 173 Terrace)**. to Administration. As soon as the information is received, the Village Clerk's office will contact you.

Florida law states that an agency must respond within a "limited reasonable time." This is the time it takes to review the request, search, retrieve and process records for release. Some requests may only take a few minutes while others may take weeks. The length of time it takes largely depends on activity, volume and scope, but the City is committed to providing requested records as quickly and efficiently as possible. Florida Statute 119.01, referred to as the Florida Sunshine Law, governs the public's right to inspect and obtain copies of public records. The Office of the Attorney General's Government-In-The-Sunshine Manual contains additional helpful information, including summaries of what exemptions apply to public records requests. Anyone can request a public record in person, verbally over the telephone, in an email, or in writing. You do not have to give your name or explain why you are making a request. The Village of Palmetto Bay will provide all documents in the format in which we have them. We are not required to create documents in response to Public Records requests. There may be a fee associated with your request. If so, you will be notified in advance. To view a copy of the Village's existing Public Record Request Policy, please click [HERE](#).

Sincerely,

Melissa Dodge
Administrative Assistant
Office of the Village Clerk
Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, FL 33157
Ph: 305-259-1234
Fax: 305-259-1290

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From: Missy Arocha
Sent: Tuesday, April 10, 2018 11:49 AM
To: Melissa Dodge
Subject: FW: microfilm

Please acknowledge his request and process the additional information he is looking for.



Missy Arocha

Village Clerk
MDCMCA Treasurer

Village of Palmetto Bay

9705 East Hibiscus Street
Palmetto Bay, FL 33157
Phone: (305) 259-1234
www.palmettobay-fl.gov

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

From: greg goldstein [<mailto:greg@ggbuilding.com>]

Sent: Tuesday, April 10, 2018 11:31 AM

To: Missy Arocha

Subject: microfilm

Hi Missy,

I wanted to follow up and check on the status of microfilm for 7840 sw 173 terrace.

Also, could I please make a request for microfilm for a separate property located at 7840 sw 183 terrace, or do I need to come in to make this additional request?

Thank you,
Greg Goldstein

Greg Goldstein
greg@ggbuilding.com
305.793.0592

