



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

Approved

Edward Silva, Village Manager

Date

REQUEST FOR PUBLIC RECORDS

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

DATE: 8-10-18
NAME: Randi Meshel
COMPANY: HSM Consulting
ADDRESS: PO Box 814722, Hollywood, FL 33081-4722
PHONE: 954-961-3502 FAX: _____
EMAIL: randi@hsmconsulting.net

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

* Please see attached
online request.

FOR USE BY VILLAGE STAFF ONLY TRACKING NO.: 2018-257
DATE FORWARDED: 8-13-18 ASSIGNED DEPT: Building
DATE REQUEST FILLED: _____ NUMBER OF COPIES: _____
ESTIMATED TIME (IF APPLICABLE): _____ ESTIMATED COST: _____
HOW WAS REQUEST FILLED? _____
IF NOT FILLED, REASON: _____
BY: _____

Melissa Dodge

From: noreply@civicplus.com
Sent: Friday, August 10, 2018 12:36 PM
To: Missy Arocha; Melissa Dodge
Subject: Online Form Submittal: Public Records Requests

Public Records Requests

PUBLIC RECORDS
REQUEST FORM

[Public Records Policy](#)

Date	8/10/2018
Name	Randi Meshel
Company	HSM Consulting
Phone Number	954-961-3502
Email Address	randi@hsmconsulting.net
Address	PO Box 814722, Hollywood, FL 33081-4722
Preferred Delivery Method	Electronic (via email- email address required)
Are you a member of the media?	No

Public Record Request(s): We are the origin and cause investigation company for the insurance company and we are requesting that you please provide HSM Consulting with any and all fire reports, fire incident reports and/or fire investigators reports, canceled reports, and/or photographs or videos (including 3rd parties) for the following: Insured: Alvarez Location: 7700 SW 180th Street, Palmetto Bay, FL 33157 Incident Date: 1/1/2018 through 8/2/2018 While there is a specified incident date, we would still like to obtain any other fire reports for any other dates in your system for this address. Please note that we are NOT requesting any medical records, only information pertaining to the fire reports, fire incident reports, and/or fire investigators reports. Upon your direction, I will enclose payment for these reports to be sent to us as soon as possible. Should you have any questions, please contact me at (954) 961-3502 or (954) 445-0600. Reports may be sent via email: randi@hsmconsulting.net, faxed to (954) 367-7694, or US Mail to the above address. Thank you for your prompt preparation.

Thank You

Please note that there may be a fee associated with your request depending on the extent of the information being requested. If so, the Office of the Village Clerk will contact you about any associated fees. If you have any further questions, please email Village Clerk Arocha at marocha@palmettobay-fl.gov

Email not displaying correctly? [View it in your browser.](#)