



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: 9-5-18

NAME: Zoraida Seguinot Cruz

COMPANY: Office + Professional Employees International Union

ADDRESS: P.O. Box 90096, Homestead, FL 33090

PHONE: 305-972-4632 FAX: _____

EMAIL: Zseguinot@opeiu.org

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

Copy of names, addresses, email
addresses (work + personal) job classifications
(or job titles) by department of all employees
of Village of Palmetto Bay whose position of employment
is not covered by a collective bargaining agreement.

FOR USE BY VILLAGE STAFF ONLY

TRACKING NO.: 2018-283

DATE FORWARDED: 9-10-18

ASSIGNED DEPT: Human Resources

DATE REQUEST FILLED: _____

NUMBER OF COPIES: _____

ESTIMATED TIME (IF APPLICABLE): _____

ESTIMATED COST: _____

HOW WAS REQUEST FILLED? _____

IF NOT FILLED, REASON: _____

BY: _____

Office and Professional Employees International Union, AFL-CIO, CLC



Richard Lanigan, President

Mary Mahoney, Secretary-Treasurer

August 28, 2018



Human Resources Director
Village Hall
Palmetto Bay Village
9705 East Hibiscus St
Palmetto Bay, FL 33157

To whom it may concern:

I am writing to request a copy of the names, addresses, email addresses (work & personal) job classifications (or job titles) by department of all employees of the Palmetto Bay Village whose position of employment is not covered by a collective bargaining agreement, pursuant to the Public Records Act, Chapter 119 of the Florida Statutes.

If the records requested are not in your custody, please identify the current custodian. If you refuse to provide this information, Chapter 119 requires you advise me in writing and indicate the applicable exemption to the Public Records Act. Also, please state with particularity the reasons for your decision, as required by Section 119.07(2)(a). If the exemption you are claiming only applies to a portion of the records, please delete that portion and provide photocopies of the remainder of the records, according to Section 119.07(2)(a).

I agree to pay the actual cost of duplication as defined in Section 119.07(1)(a). However, if you anticipate that in order to satisfy this request, "extensive use" of information technology resources or extensive clerical or supervisory assistance as defined in Section 119.07(1)(b) will be required, please provide a written estimate and justification.

Thank you in advance for your anticipated cooperation.

Yours truly,

A handwritten signature in blue ink, appearing to read "Zoraida Seguinot Cruz".

Zoraida Seguinot Cruz
OPEIU International Representative

Zoraida Seguinot Cruz

INTERNATIONAL REPRESENTATIVE & ORGANIZER

PO Box 900996 Homestead, FL 33090

CELL: 305.972.4632 • EMAIL: zseguinot@opeiu.org • WEBSITE: OPEIU.org