REQUEST FOR PREPARATION OF POLICY, LEGISLATION OR ACTION

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| To: | Village Manager and Village Attorney | Date: | October 25, 2013 |
| From: | Vice Mayor John DuBois | Re: | Inclusion under "Other Business" Council Meeting of 11/4/2013 |

PURPOSE:

To have a legal representative from the GrayRobinson firm, on behalf of the Village, attend meetings between the Alliance of Coral Reef Estates Homeowners Association, representatives of the US Postal Service, the property owner of 8950 SW 152 Street, and Village staff.

MAJOR POINTS TO BE COVERED:

It is important for the Interim Village Attorney's office to become familiar with the matter currently being discussed. I propose a limit of six billable hours unless and until the Council has been briefed and the Council determines whether further investigation is appropriate.

REASON:

Many residents have expressed their concerns regarding the possibility of the US Postal Service opening and operating a facility at the 8950 SW 152 Street building.

DESIRED ACTION:

Direct the Village Manager to engage the Interim Village Attorney to attend meetings between the Alliance of Coral Reef Estates Homeowners Association, representatives of the US Postal Service, the property owner of 8950 SW 152 Street, and Village staff. Further, authorize the Interim Village Attorney to expend no more than six billable hours on this matter unless and until the Council directs further.