



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: 5-22-19  
NAME: Sgt. Lori Eller  
COMPANY: Margate Police Department  
ADDRESS: 5790 Margate Blvd, Margate, FL 33063  
PHONE: 954-935-5425 FAX: \_\_\_\_\_  
EMAIL: l Eller @ margate fl. com

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

Copy of evaluations for former  
employee, Myriam Bachs and if  
eligible for rehire.

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FOR USE BY VILLAGE STAFF ONLY      TRACKING NO.: 2019-179  
DATE FORWARDED: 5-23-19      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: \_\_\_\_\_

**Melissa Dodge**

2019-179

**From:** Jessica Mak  
**Sent:** Wednesday, May 22, 2019 3:34 PM  
**To:** Lori Eller  
**Cc:** Olga Cadaval; Melissa Dodge  
**Subject:** RE: Employment verification

Hi Lori,

In regards to your question concerning re-hire eligibility, Ms. Bachs is not eligible for re-hire.

The evaluations can be provided, however, please note that this will be routed as a Public Records Request. As such, I have copied Melissa Dodge from our Village Clerk's office to log this request and I will begin compiling the documents for immediate release once approved by the Village Manager.

Thank you,

*Jessica Mak, SHRM-CP*

HR & Communications Department  
Village of Palmetto Bay  
9705 East Hibiscus Street  
Palmetto Bay, Florida 33157  
(P) 305-259-1234 – (F) 305-259-1293

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**From:** Lori Eller <l Eller@margatefl.com>  
**Sent:** Wednesday, May 22, 2019 1:22 PM  
**To:** Jessica Mak <jmak@palmettobay-fl.gov>  
**Subject:** RE: Employment verification

Hi Jessica,

We do not have those forms for civilian applicants, can you provide any evaluations? Also is the applicant eligible for rehire?

**Sergeant Lori Eller**  
Administrative Services Division  
Public Information Officer  
Margate Police Department  
5790 Margate Blvd  
Margate, FL 33063  
954-448-4611 cell  
954-935-5425 office  
Office Hours: Mon-Thu 8a - 6p

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**From:** Jessica Mak [<mailto:jmak@palmettobay-fl.gov>]  
**Sent:** Wednesday, May 22, 2019 9:35 AM  
**To:** Lori Eller  
**Cc:** Olga Cadaval  
**Subject:** RE: Employment verification

Good morning Lori:

Thank you for your e-mail. While I received the authorization form, I did not receive a verification form to complete, which we typically do for VOs. Since that's the case, I am providing you with the position and dates of employment noted below.

- Name: Myriam Bachs
- Position: Stormwater Engineering Technician
- Dates Employed: July 14, 2014 through August 25, 2015

If you need anything else, please let me know.

Sincerely,

*Jessica Mak, SHRM-CP*

HR & Communications Department

Village of Palmetto Bay

9705 East Hibiscus Street

Palmetto Bay, Florida 33157

(P) 305-259-1234 – (F) 305-259-1293

**From:** Lori Eller <[l Eller@margatefl.com](mailto:l Eller@margatefl.com)>

**Sent:** Tuesday, May 21, 2019 3:58 PM

**To:** Jessica Mak <[jmak@palmettobay-fl.gov](mailto:jmak@palmettobay-fl.gov)>

**Subject:** Employment verification

Good afternoon Ms. Mak,

I am requesting an employment verification on Myriam Bachs, any evaluations or additional information you can provide would be helpful. Attached is her authorization.

Thank you,

**Sergeant Lori Eller**

Administrative Services Division

Public Information Officer

Margate Police Department

5790 Margate Blvd

Margate, FL 33063

954-448-4611 cell

954-935-5425 office

Office Hours: Mon-Thu 8a - 6p