



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: 11-12-19
 NAME: Domonique Robinson
 COMPANY: HCT Certified Public Accountants & Consultants, LLC
 ADDRESS: 3816 Hollywood Blvd, Ste 203, Hollywood, FL 33021
 PHONE: 954-966-4435 FAX: _____
 EMAIL: hctadmin@hct-cpa.com

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

Inspect or receive copies of
Professional External Audit Services
Contracts

FOR USE BY VILLAGE STAFF ONLY

TRACKING NO.: 2019-374

DATE FORWARDED: 11-13-19

ASSIGNED DEPT: Administration

DATE REQUEST FILLED: _____

NUMBER OF COPIES: _____

ESTIMATED TIME (IF APPLICABLE): _____

ESTIMATED COST: _____

HOW WAS REQUEST FILLED? _____

IF NOT FILLED, REASON: _____

BY: _____

Melissa Dodge

From: Missy Arocha
Sent: Wednesday, November 13, 2019 11:23 AM
To: Melissa Dodge
Subject: FW: CHAPTER 119 – PUBLIC RECORDS REQUEST

Please log, process, and acknowledge.

Respectfully,



Missy Arocha

Village Clerk / Passport Acceptance Facility Manager
Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, FL 33157
Phone: (305) 259-1234
www.palmettobay-fl.gov

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.



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

From: HCT Administration <hctadmin@hct-cpa.com>
Sent: Tuesday, November 12, 2019 4:05 PM
To: Missy Arocha <marocha@palmettobay-fl.gov>
Subject: CHAPTER 119 – PUBLIC RECORDS REQUEST

CAUTION: EXTERNAL SENDER -- Please avoid opening any unexpected attachments or clicking any strange links.

CHAPTER 119 – PUBLIC RECORDS REQUEST

HCT Certified Public Accountants & Consultants
3816 Hollywood Blvd, Suite 203
Hollywood, Florida 33021

November 12, 2019

Missy Arocha

Village Clerk
Village of Palmetto Bay
9705 E Hibiscus St
Palmetto Bay, FL 33157

Dear Missy Arocha,

Pursuant to Article I, section 24 of the Florida Constitution, and chapter 119, F.S., I am requesting an opportunity to inspect or obtain copies of public records that Professional External Audit Services Contracts.

If there are any fees for searching or copying these records, please inform me before filling my request.

Should you deny my request, or any part of the request, please state in writing the basis for the denial, including the exact statutory citation authorizing the denial as required by s. 119.07(1)(d), F.S.

I will contact your office within 48 hours to discuss when I may expect fulfillment of my request, and payment of any statutorily prescribed fees. If you have any questions in the interim, you may contact me at hctadmin@hct-cpa.com or 954-966-4435 ext. 5000.

Thank you

Domonique Robinson

954-966-4435 ext. 5000.

Domonique Robinson
Executive Administrator



HCT Certified Public Accountants & Consultants, LLC.
3816 Hollywood Boulevard, Suite 203
Hollywood, FL 33021
Phone: (954) 966 4435 ext 5000
Fax: (954) 962 7747

Email: hctadmin@hct-cpa.com

Website: www.hct-cpa.com

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Pursuant to Section 119.0713 (2), Florida Statutes, Local government agency exemptions from inspection or