



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: 12-19-19

NAME: Domonique Robinson

COMPANY: HCT Certified Public Accountants & Consultants

ADDRESS: 3816 Hollywood Blvd, Ste 209, 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 obtain copies of
the current Professional External
Audit Services Contract.

FOR USE BY VILLAGE STAFF ONLY TRACKING NO.: 2019-410

DATE FORWARDED: 12-20-19 ASSIGNED DEPT: Finance

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: Friday, December 20, 2019 3:55 PM
To: Melissa Dodge
Subject: FW: CHAPTER 119 – PUBLIC RECORDS REQUEST

Please process, log, 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: Thursday, December 19, 2019 4:18 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

December 19, 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 the current Professional External Audit Services Contract.

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](tel:9549627747)

Email: hctadmin@hct-cpa.com

Website: www.hct-cpa.com

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