



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: 11/18/19

NAME: Julia Cespedes

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: thejcespedes@gmail.com

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

\* Please see attached email for description of request.

\_\_\_\_\_

\_\_\_\_\_

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FOR USE BY VILLAGE STAFF ONLY

DATE FORWARDED: 1-18-19

DATE REQUEST FILLED: \_\_\_\_\_

ESTIMATED TIME (IF APPLICABLE): \_\_\_\_\_

HOW WAS REQUEST FILLED? \_\_\_\_\_

IF NOT FILLED, REASON: \_\_\_\_\_

BY: \_\_\_\_\_

TRACKING NO.: 2019-018

ASSIGNED DEPT: Administration

NUMBER OF COPIES: \_\_\_\_\_

ESTIMATED COST: \_\_\_\_\_

2018-018

**Melissa Dodge**

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**From:** Missy Arocha  
**Sent:** Friday, January 18, 2019 1:39 PM  
**To:** Melissa Dodge  
**Subject:** FW: Public Records Request

Please log, acknowledge, and process.

Respectfully,

*Missy Arocha*

Village Clerk  
**Village of Palmetto Bay**  
9705 East Hibiscus Street, Palmetto Bay, FL 33157  
Phone: (305) 259-1234  
[www.palmettobay-fl.gov](http://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:** Julia Brazell Cespedes <thejcespedes@gmail.com>  
**Sent:** Friday, January 18, 2019 1:38 PM  
**To:** Missy Arocha <marocha@palmettobay-fl.gov>  
**Subject:** Public Records Request

Hi Missy, I'm requesting the PPT, minutes, agenda and all correspondence for today's traffic meeting with County Commissioner Levine Cava, County Transit senior staff and traffic engineers that was discussed this morning. I'm especially interested in receiving the new traffic improvement options mentioned on the Palmetto Bay Facebook page for Palmetto Bay.  
Thank you  
Julia Cespedes