

BAL HARBOUR

- V I L L A G E -

OFFICE OF THE VILLAGE MANAGER

LETTER TO COUNCIL

NO. 075-2016

To: Mayor Martin Packer and Members of the Village Council
From: Jorge M. Gonzalez, Village Manager 
Date: April 8, 2016
Subject: Notification Efforts for Upcoming Special Council Meeting - BHS Expansion

The purpose of this Letter to Council (LTC) is to inform you of the different methods the Village has utilized in order to alert and advise residents of the upcoming special council meetings on April 13, 2016 regarding the Bal Harbour Shops expansion.

- **Postcard** – A postcard was mailed out to residents in late March alerting them to the meeting.
- **Notice of Hearing** – The Village Clerk posted a Notice of Hearing regarding the meeting in The Miami Herald on March 29, 2016.
- **Email** – The Village Clerk has sent emails regarding the meeting on March 4, March 31, April 8, and will again on Monday, April 11.
- **Village Website** – The Village's website includes the meeting details on the main page in the banner and online calendar.
- **Variable Electronic Message Boards** – Two (2) boards are out on display; one facing east on 96th Street, the other facing north on Collins Avenue.
- **Letter from Weiss Serota Helfman Cole and Bierman** – The letter from the Village Attorneys references the meeting date.
- **Newsletter** – The Village's March/April newsletter has been mailed to residents and notes the meeting on the cover page as well as in the Upcoming Meeting/Events section.
- **Signboard Displays** – Five (5) signboards are on display throughout the Village: One each at the exits from the Gated Residential District; One at the Village Hall; and two along the Beach Path.

(continued)

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- **WENS Notification** – The Village’s Wireless Emergency Notification System (WENS) will be sending out a text, email, and voicemail to all registered residents on the evening of Tuesday, April 12 to remind them of the upcoming meeting.

Through these various means, the Village administration has spent considerable resources in ensuring residents have received sufficient notification regarding the meeting date and time. Additionally, Village staff has been instructed to answer any incoming calls regarding the meeting logistics with the appropriate information. Materials, including renderings of the Shops’ plans and copies of all Village mailings, have been made available at the reception area of Village Hall.

If you have any questions or need any additional information, please feel free to contact me.

JMG/AC