## Memo

To:

Board of Supervisors

From:

Shelton Vance

County Administrator

CC:

Date:

July 5, 2017

Re:

Office Assignment

In the September 6, 2016 meeting the Board of Supervisors assigned certain offices within the South Madison Annex. This includes an office shown on the attached floorplan as the Supervisor's Office.

I recommend that offices assigned be modified to the proposed office use assigning one as a Deputy Tax Collector's Office and the other as a Supervisor's Conference Room.

Starage

Sleire 116

Lobby 104 Proposed Office Use Foyer Foyer 118 Deet, Room 103 3/4-] 1/2 CW UP Westing Westing Westing Westing Deputy Tax Collector Vice Pres Office 121 07flce [123] Office Foyer 222 Horope 123 Starage [17] Stoirs TO+ Existing Office Use Foyer Foyer 3/4"] 1/2" ON UP Noting Ares Tax A55e550rs Conference Executive Vice Pres Office Office 123 122 122 0 0 0 0