




OFFICE OF THE COUNTY ADMINISTRATOR

M E M O R A N D U M

TO: The Honorable Chairman and Members of the
Board of County Commissioners

FROM: Mark S. Woodard, County Administrator 

SUBJECT: Absence from the Office

DATE: July 25, 2016

I will not be in the office between July 25 and August 15th as I am scheduled for routine back surgery on August 2nd to repair a disc herniation. During my absence, Jake Stowers, Assistant County Administrator, will handle day to day matters.

I will be available by phone and email prior to August 2nd and again as soon as recovery permits.

Please feel free to contact me with any questions.