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Mumford, Sam <Sam.Mumford@SCDMV.net>  
**Date:** 9/24/2007 9:30:16 AM  
**Subject:** Wish list for Lancaster DMV Office

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Marcia:

After the branch managers meeting last week, we were asked to send you a list of what is needed for our office.

Needs:

- New counter tops
- New ceiling tiles that actually match and are not stained, new vents
- Office needs to be painted
- Parking lot is very confusing, needs to be repaved and painted
- Replace floor tiles, and add padded rug behind counters for clerks to stand on
- Replace or paint pole out at the road that has the Dept. sign on it
- Need bigger # signs over each window for q-matic to call customers up
- New desk and matching chairs in manager's office
- Replace blinds out front in office
- Lockers for all employees
- Need to add additional workstations out front (Was in the process of doing this last year)

Wants:

- Tint windows in back office
- Plant shrubs and flowers around entrance of door way

Thank you,  
Kim Starnes,  
Lancaster DMV