

From: Catoe, Sandra L  
To: Adams, Marcia S <Marcia.Adams@SCDMV.net>  
CC: Field Administration <fieldadmin@scdmv.net>  
Graham, Karen M <Karen.Graham@SCDMV.net>  
Date: 9/24/2007 3:50:10 PM  
Subject: Facilities Wish List

---

I am forwarding the wish list for the Camden (28) Field Office.

- 1) Front parking lot would look better if resurfaced. If not possible, front and back parking area needs to have lines painted.  
Back parking lot only needs to have lines painted. There is one hole in the front that needs to be filled.
- 2) Area where we parallel parking has an area that needs to be patched if parking lot is not resurfaced. There is a bump up from the road to the cement pad beside the barricade.
- 3) Need new reflective bars on the parallel parking barricades.
- 4) Need new USPS mail box or paint the current one. Post needs to be painted or stained.
- 5) Need general landscaping. Some trees around building are dying or diseased. They need to be removed or replaced. Flowers and pine straw around doors. Shrubbery is 15 years old. They have thin patches and need to have a good trim or replaced. Trees need to be trimmed and shaped.
- 6) We have posts in the front with a chain to keep customers from making places to park. These posts need to be made more secure and some are leaning. Motorcycle posts need to be straightened up.
- 7) We need a film over the exit door. The camera is at that area and certain times of the year the sun will blast in that window and cause the pictures to look washed out. Also if a car parks at the door, the sun reflects in the building to the last 2 counter spaces making it hard for the clerks to see.
- 8) We need a new mat at the exit door. The current one is in bad shape.
- 9) The metal back door with the electronic lock needs to be painted outside.
- 10) We could use another coat rack if possible.
- 11) Carpet replaced in Manager's and Asst Manager's office.

We do appreciate anything that can be done to improve the Camden office. The office was just painted and it looks great!

Thank you,  
Sandra Catoe  
Camden 4128  
803-432-8916