

Joni Armstrong Coffey
County Attorney



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MEMORANDUM

TO: Mayor Barbara Sharief

FROM: Joni Armstrong Coffey, County Attorney

DATE: September 15, 2017

RE: **Chelsa Arscott, Appointment to the Small Business Development Advisory Board**
CAO Files: 17-026.08 & 17-116.01

At your request, we have reviewed the information provided concerning Chelsa Arscott and determined that she qualifies for appointment to the Small Business Development Advisory Board.

A handwritten signature in blue ink, appearing to read "Joni Armstrong Coffey".

County Attorney

JAC/ACH/mm