



Office of the
**INDIAN RIVER COUNTY
ADMINISTRATOR**

Jason E. Brown, County Administrator
Michael C. Zito, Assistant County Administrator

MEMORANDUM

TO: County Attorney
Office of Management and Budget
Finance Department

FROM: Jason E. Brown, County Administrator

DATE: July 16, 2018

SUBJECT: Out of Office – Personal Leave

I will be out of the office on personal leave beginning Friday, July 20th, 2018, and will return on Monday, July 30th, 2018.

Michael Zito, Assistant County Administrator, will be in charge during my absence. I delegate authority to Michael to approve and execute documents as needed in my absence.