



## MEMORANDUM

**TO:** Mayor and City Council

**FROM:** Rebecca Giello, Interim Director  
Economic Development Department 

**DATE:** August 16, 2018

**SUBJECT:** Postponement of Aug. 23 City Council Agenda Items 10, 11, 12

This memorandum serves to update the City Council on a requested postponement of the Economic Development Department (EDD) items currently on the Aug. 23, 2018, Austin City Council Agenda.

Items 10, 11, and 12 are related to the Texas Local Government Code Chapter 380 Guiding Principles, Policy and Business Expansion Program. Essential staff and the City's consultant are not available on Aug. 23 to address these items. For this reason, staff is requesting a postponement of these items to the Aug. 30 City Council Agenda.

EDD staff is available should you have questions regarding these items in the interim.

cc: Spencer Cronk, City Manager  
Elaine Hart, Chief Financial Officer  
Greg Canally, Deputy Chief Financial Officer