





## MEMORANDUM

**TO:** Mayor and Council Members

**THROUGH:** Genesis Gavino, Special Assistant to City Manager 

**FROM:** Catie Powers, Council Agenda Process Manager, Agenda Office 

**DATE:** September 9, 2024

**SUBJECT:** **September 12, 2024 – Item 37 Withdrawal**

---

The City Manager's Office will be withdrawing Item 37 from the September 12, 2024, Council agenda. "Approve an ordinance waiving Part 5 Section (D) of Ordinance No. 20240718-070 regarding timing of publication of the City Council agenda, to allow the City Manager time to complete and publish the agenda after the Thanksgiving holiday."

Staff have worked with the Law Department and will publish the December 12, 2024, City Council meeting agenda on Wednesday, November 27<sup>th</sup>, before the 13-day publishing deadline, eliminating the need for Council to waive posting requirements.

Items from Council will be due to the Agenda Office by Monday, November 25<sup>th</sup> and any potential addendum items will follow the standard posting deadlines. For further questions, please contact Council Agenda Process Manager Catie Powers at [catie.powers@austintexas.gov](mailto:catie.powers@austintexas.gov).

**CC:** T.C. Broadnax, City Manager  
Deborah Thomas, Interim City Attorney  
Myrna Rios, City Clerk  
CMO Executive Team