



Austin Public Health



Office of the Director
P.O. Box 1088
Austin, Texas 78767
Phone (512) 972-5010 **Fax (512) 972-5016**

MEMORANDUM

TO: Mayor and Council Members

FROM: Stephanie Hayden, Director
Austin Public Health

DATE: May 7, 2018

SUBJECT: Request to Permanently Remove Item 18-1427 Worksource Amendment 5

Austin Public Health (APH) requested Council Action on item 18 -1427 Worksource Amendment 5 for the May 10, 2018 Council Agenda. This memo serves as a formal request to permanently remove this item from this and future Council agendas for the following reasons:

According to Austin Public Health Contract Management policies, agencies are required to expend grant awards by the end of the budget period. Agreements that have not fully expended previous year's annual allocation may be deemed ineligible for Council authorized cost of living allowances.

If you have any questions, please contact me at 512-972-5010.

Cc: Spencer Cronk, City Manager
Sara Hensley, Interim Assistant City Manager
Assistant City Managers
Adrienne Sturup, Interim Assistant Director