



**LAW DEPARTMENT  
MEMORANDUM**

**TO:** Greg Guernsey, Director, Planning and Zoning Department

**FROM:** Meghan L. Riley, Litigation Division Chief, Law Department

*mlr*

**DATE:** July 18, 2018

**SUBJECT: RELEASE OF LEGAL HOLD**

Cause No. D-1-GN-15-003433, *Michael Sullivan v. City of Austin and Board of Adjustment of the City of Austin*, in the District Court; Travis County, Texas; 200<sup>th</sup> Judicial District.

This is to provide notice to the records custodians of the release of data and records related to the above-referenced lawsuit. The Planning and Zoning Department can resume its scheduled retention and destruction procedures. If records were scheduled for destruction during the litigation hold period, the Planning and Zoning Department may proceed with the destruction process outlined in its approved records retention schedule. If there are questions related to the scope of the legal hold, please contact me directly.