



## MEMORANDUM

**TO:** Mayor and City Council

**FROM:** Jerry Rusthoven, Assistant Director/Interim Lead  
Planning and Zoning Department

**DATE:** January 3, 2020

**RE:** NPA-2019-0016.01  
District 3  
Postponement Request by  
Staff

\*\*\*\*\*

Staff requests a postponement of the above referenced case to the February 6, 2020 agenda. The item is currently scheduled to be heard at Planning Commission on January 14, 2020.

If you have any questions about this item, please contact me at (512) 974-3207.

**Jerry Rusthoven, Assistant Director/Interim Lead  
Planning and Zoning Department**

xc: Spencer Cronk, City Manager  
J. Rodney Gonzales, Assistant City Manager