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25 Exhibit A – Memo

Pursuant to the provisions set forth in the Austin City Charter Article X. § 4 (7), requiring the city manager to produce information relative to its work, by affirmative action the Planning Commission, hereby submits the following.

In relation to the Planning Commission's assessment of the Imagine Austin Plan 10 Year review, provide the following information by written response:

Data on avoided vehicle trips by City of Austin staff during the pandemic, as well as the current ongoing reduction in staff trips resulting from remote work arrangements. Data on reduced vehicle trips due to the use of Teams, Webex etc., meetings. This data should also reflect the period before the partial implementation of the current telework policy. Include data illustrating the rise or decrease in greenhouse gas emissions associated with these changes. Data regarding reduction in City of Austin buildings utility use and teleworking analysis to determine office occupancies focused on City of Austin large office buildings. Provide any and all Imagine Austin Plan adopted policies and goals referencing telework.

Please provide information and data by August 22, 2023 in consideration of the Imagine Austin 10 year review.

Moreover, the Planning Commission has arranged a special called meeting on August 29, 2023, please prepare, and schedule a comprehensive briefing on the proposed telework policy, including metrics being utilized to inform the assessment and current status and timeline of the assessment of the proposed policy. The emphasis of this presentation should also demonstrate how the proposed policy aligns with the objectives prescribed in the Council adopted Austin Climate Plan and the Austin Strategic Mobility Plan, including action item related to Government employer traffic demand strategies. Additionally, the presentation should outline how the proposed telework policy differs in comparison to the Travis County telework policy.