



**Business Operations Division**  
Office of Small Business Development (OSBD)

Tom Barrett  
*Mayor*

Rhonda U. Kelsey  
*City Purchasing Director*

Ossie C. Kendrix Jr.  
*Manager*

Date: April 18, 2012

To: Jim Owczarski

From: Ossie Kendrix, Manager – Office of Small Business Development (OSBD)

Re: ZND Committee Communication File

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I am seeking approval to introduce a communication file titled “Quarterly Report regarding EBE and RPP participation on The Moderne Project” at the Zoning, Neighborhoods, and Development Committee Tuesday, May 15, 2012.

Thank you in advance for your consideration.