



## MEMORANDUM

**To:** John Hutto, Assistant Chief, APD

**From:** Terri Kerr, Civil Service Administrator, HRD

**Date:** June 30, 2010

**Subject:** Police Sergeant Promotional Exam – Parking & Convention Center Diagram

The upcoming promotional written exam for the rank of Police Sergeant is being conducted at the Austin Convention Center. Our office has made arrangements for parking at the Austin Convention Center Parking Garages for the date of the exam at no charge. Candidates will be given their parking coupon at the time their exam is graded. The two locations are as follows:

- 201 East 2nd Street - Entrances on Brazos and San Jacinto streets;
- 601 East 5th Street - Entrance on 5th Street, between Red River and Sabine streets.

If further details are needed they can be found at the link provided:

<http://www.austinconventioncenter.com/MapsDiagrams/directions.htm>

Additionally, based on the number of candidates, the Convention Center has scheduled us for Ballroom A. Attached you will find a layout of the first floor of the Convention Center. Dependant on the candidate's choice of parking garage best entry into the Convention Center will vary.

Please do not hesitate to contact Barry Cook at 974-3312 or me at 974-3314 with questions.