



## Memorandum

**To: Community Development Commission**

**From: Staff**

**Date: September 14, 2021**

**Re: Sub-Recipient Agreement Contract Extension – Habitat for Humanity**

Request: Habitat for Humanity is requesting a time extension to complete and closeout the project at 957 Hood Street. The current deadline was extended to August 31, 2021 but the closing process and title work took longer than anticipated. Habitat is requesting a one-month extension with the understanding that this is the last extension the City will consider for this project.

Impact of Funding Source: No impact to timeliness of expenditures

ANDREA TRANE, DIRECTOR OF PLANNING, DEVELOPMENT AND ASSESSMENT  
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