



Memorandum

To: Community Development Commission
From: Staff
Date: September 14, 2021
Re: Contractual Budget Amendment – Couleecap 2021

Request: Couleecap Inc has requested a budget amendment that exceeds 10% of their 2021 Supportive Housing Contract. Existing contract is for \$20,000 – Wages/Fringe, \$5000 – Client Supportive Services. They are asking for the following amendment:

\$17,826.99	Wages
\$4626.81	Fringe
\$225	Audit
\$955.86	IT
\$956.50	Space/Rent
\$230.21	Telephone
\$178.63	Client Supportive Services

Impact to Funding Source: No impact

Staff recommend granting this request.

ANDREA TRANE, DIRECTOR OF PLANNING, DEVELOPMENT AND ASSESSMENT
TIM ACKLIN, AICP, PLANNING ADMINISTRATOR
JULIE EMSLIE, ECONOMIC DEVELOPMENT ADMINISTRATOR
LEWIS KUHLMAN, AICP, ENVIRONMENTAL PLANNER
JACK ZABROWSKI, ASSOCIATE PLANNER
ERIN DUFFER, PLANNING & DEVELOPMENT ASSISTANT

DIANE MCGINNIS, COMMUNITY DEVELOPMENT ADMINISTRATOR
DAWN REINHART, NEIGHBORHOOD HOUSING DEVELOPMENT ASSOCIATE
TARA FITZGERALD, EDFP, PROGRAM COORDINATOR
KEVIN CLEMENTS, HOUSING SPECIALIST
KEVIN CONROY, HOUSING REHABILITATION SPECIALIST