

**MEMO**

**TO:** Gregg Mandsager, City Administrator  
Steve Boka, Community Development Coordinator

**FROM:** Jim Rudisill, Planning and Community Development Coordinator

**SUBJECT:** 2009 CDBG Contract Extension

**DATE:** July 5, 2011

**BACKGROUND:**

The contract for the \$264,162 Community Development Block Grant (CDBG) awarded to The City of Muscatine in FY 2009 initially was set to expire on June 30, 2011. The city council must approve final acceptance of the work for each project; and it became apparent in early June that one project might not be completed before the city council's final June meeting on June 16. A letter requesting a three-month extension was sent to the Iowa Department of Economic Development (IDED) and approved (see accompanying .pdf). A three-month extension was requested to ensure there was no need for the city to request any additional extension. A council motion to accept the extension to September 30, 2011 is needed. The single uncompleted project should be finished before the council's July 21 meeting.

**RECOMMENDATION/RATIONALE**

The extension will move the completion date for the contract to September 30, 2011.

It is recommended the council approve a motion to accept the contract extension as presented.

**ATTACHMENTS:**

IDED Contract Extension

June 27, 2011

The Honorable Richard O'Brien, Mayor  
City of Muscatine  
City Hall - 215 Sycamore St.  
Muscatine, IA 52761

**SUBJECT: Contract Number 09-HSG-068 — Amendment Number ONE**

Dear Mayor O'Brien:

The Iowa Department of Economic Development (IDED) hereby amends the above referenced Community Development Block Grant (CDBG) Program contract by extending the contract end date.

This amendment is in response to your request dated June 29, 2011.


The contract by and between the Iowa Department of Economic Development ("Department or IDED") and Muscatine ("Recipient") is amended as of the date of this letter as follows:

**AMEND CONTRACT END DATE to September 30, 2011.**

Except as otherwise revised above, the terms, provisions, and conditions of the Contract remain unchanged and are in full force and effect.

PLEASE FILE THIS AMENDMENT MATERIAL WITH YOUR ORIGINAL CONTRACT DOCUMENT so that you will have current information on the status of your contract. If your amendment includes a budget change, be sure that is reflected on your next "Request for Payment/Activity Status Form". Please contact me at (515) 725-3028 if you have any questions.

Sincerely,



Darlene Brickman  
Project Manager

DB/

cc: Jim Rudisill, City of Muscatine - Community Development Dept.  
Fiscal  
File (DB)