



To Director Abigail Versyp.

This communication is for a formal appeal to request an extension and amendment to the construction and contract end date for Contract #: 1003148; Activity 0000053727.

The construction was not completed or finalized until mid-September. Unfortunately, vandalism to the construction sites, pest infestations and a series of weather events occurred that delayed construction completion.

During this time, the assigned SPAG consultant to the project was released from employment. It was discovered at the time of their departure in early April that no Administrative or Activity Draws had been submitted on the account.

A new Regional Program Specialist, Demenica Prince was assigned to the contract by SPAG. In the months of May and June she attended trainings for the HOME Program while remaining in contact with TDHCA on the status of this and other contracts as well as curing any outstanding deficiencies. There was significant paperwork and required documentation in arrears and they have all been completed.

The Notification of Contract End Date email that was sent on June 9th was sent to Chelsey Baldivia, who was not the primary contact for the grant. Demenica was cc'd in the communication by Chad Landry during the time she was at the training for Income Determination in Austin. Unfortunately, due to the staff changes and necessary training, this alert was missed.

The Activity Draw has already been prepared in full and uploaded to HCS.

The request is simply to amend the contract end date for 3 months due to extenuating circumstances and allow submission of subsequent draw requests already in the HCS portal.

Wade Willson
City Manager
City of Slaton