

**CITY OF MARIANNA  
COMMISSION AGENDA MEMO  
REGULAR MEETING  
February 2, 2021**

**ITEM # \_\_\_\_\_**

**ADMINISTRATIVE STAFF REPORT**

- Subject:** Rural Business Development Grant (RBDG)  
Letter of Conditions Amendment #1
- Subject Background:** In 2020 The City accepted a RBDG from USDA, Rural Development for the purchase of an existing building to assist a small and emerging business.
- After the original Letter of Conditions was generated and accepted the cost of the property was reduced and makes it necessary to amend the Letter of Conditions to reflect the actual purchase price.
- Recommendation:** The City Attorney and Staff have reviewed the proposed Amendment and found it acceptable. Staff is recommending approval by the City Commission to approve Amendment #1 to the current Letter of Conditions, by executing the Acceptance Letter provided by USDA, Rural Development.
- Potential Motion:** I move to approve the recommendation.

Approved for agenda by:
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