

Exhibit 3

From: Linda Taylor
Sent: Friday, October 20, 2017 3:22 PM
To: 'Mario DeSantis' <MDeSantis@fortlauderdale.gov>; 'Rachel Williams' <RWilliams@fortlauderdale.gov>
Cc: 'Margarette Hayes' (mhayes@homesfl.org)' <mhayes@homesfl.org>
Subject: CDBG 2016-2017 Year Budget

Hello Mario & Rachel,

This email is in follow up to our conversation this afternoon. We are requesting a one year extension of our 2016-2017 contract to September 30th 2018. During this extension period we will invoice for the cost of rent and income certifications as we discussed.

In 2016 we only billed you for one bay of our office which represents a third of our staff space. Staff that serve this program are housed in three bays of the office building we own: Gabrielle Tunnage who is the Program Manger and Margarette Hayes who is the Program Grant Writer/Compliance reside in the bay that we expensed along with event and marketing staff for this program. The TIL property manager, our accounting staff, maintenance staff for the program, the conference space used for program meetings and activities and I reside in the other bay. We currently charge \$1,000 of the \$10,425.00 monthly mortgage payment.

We are proposing to invoice lump sum for:

- Income Certifications paid during the 2016-2017 program year in the amount of \$8,450.00
- Rent for the 2016-2017 program year for suite 2 in the amount of \$12,000

Please confirm this meets with your approval.



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