


City of Calistoga

Staff Report

TO: Honorable Mayor and City Council
FROM: Susan Sneddon, City Clerk
DATE: June 21, 2011
SUBJECT: Consideration of a Professional Services Agreement with the Calistoga Family Center

APPROVAL FOR FORWARDING:


Richard Spitler, City Manager

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ISSUE: Consider of a Resolution authorizing the City Manager to execute a Professional Services Agreement in the amount of \$10,000 with the Calistoga Family Center to provide family support services to residents of Calistoga for Fiscal Year 2011/2012.

RECOMMENDATION: Adopt Resolution.

DISCUSSION: The City Council has long recognized and supported the Calistoga Family Center and its value and service to the community. The Calistoga Family Center provides health and social services that are not easily accessible to our residents through county or state agencies. Services provided by the Calistoga Family Center range from Clinic Olé, child and family counseling, to housing assistance services.

On July 20, 2010, the City Council authorized the execution of a Professional Services Agreement in the amount of \$10,000 with the Calistoga Family Center for Fiscal Year 2010/2011 to formalize the City's partnership with the organization and their outreach services. This arrangement was anticipated to benefit both the City and the Calistoga Family Center, and establish specific terms and milestones through the Scope of Services. It also assisted the Center in their planning and budgeting efforts. The executed Professional Services Agreement had a one-year term renewable annually with Council approval through the budget process.

Staff recommends execution of the attached Professional Services Agreement enabling the Calistoga Family Center to maintain its formalized relationship with the City of Calistoga.

FISCAL IMPACT: Appropriate funds have been budgeted for this professional service contract for Fiscal Year 2011-2012.

ATTACHMENTS:

1. Draft Resolution
2. Draft Professional Services Agreement
3. Letter from Calistoga Family Center Executive Director
4. Calistoga Family Center Quarterly Reports – October 2010 through December 2010, and January 2011 through March 2011