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June 29, 2011

Richard Spitler, City Manager
City of Calistoga
1232 Washington Street
Calistoga, CA 94515

RE: Letter Proposal for Fair Housing Services

Dear Mr. Spitler:

Fair Housing Napa Valley is pleased to submit this letter proposal to continue to provide fair housing and landlord/tenant services to the City of Calistoga. As you may be aware, Fair Housing Napa Valley is a private 501(c)(3) non-profit agency dedicated to promoting and developing fairness and equality of housing opportunity for all people. We work to eliminate housing discrimination and provide landlord/tenant services to assist the City with the resolution of these issues. Our agency focus has been to meet families directly in the field to assist with making assessments and to connect their additional needs with local resources. Our agency is the voice of Fair Housing in Napa County.

Attached, you will find the Scope of Services (Exhibit "A") that we propose to provide the City during Fiscal Year 2011-2012. These services include general fair housing program services (including education and outreach) and tenant-landlord counseling services. If you are in agreement, please sign and return one of the two copies of this letter. Your signature is an acceptance of the attached Scope of Services and an agreement to pay Fair Housing Napa Valley a lump sum fee of \$3,480 for said services.

Respectfully submitted,

Nicole Collier
Executive Director

Attachment: "Exhibit A" – Scope of Services

ACCEPTED AND AGREED this _____ day of _____, 2011:

Nicole Collier, Executive Director
Fair Housing Napa Valley

Richard Spitler, City Manager
City of Calistoga