



603 CABOT WAY
NAPA CA 94559
707-224-9720 FAX: 707-224-1566 TTY: 800-735-2922
www.napafairhousing.org

July 9, 2012

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

RE: Letter Proposal for Fair Housing Services

Dear Mr. Spittler:

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 within Napa County.

Attached, you will find the Scope of Work (Exhibit "A") that we propose to provide the City during Fiscal Year 2012-2013. These services include general fair housing program services (including education and outreach), tenant-landlord counseling and mobile home park intervention and mediation.

Due to a reduction in funding from Auction Napa Valley, the agency will no longer be able to subsidize the work that we have been doing within the City of Calistoga based on the amount of the current contract. This year, we have had to increase most of our contracts to account for more of the actual costs to conduct business within each City. The agency will continue to look for additional funding to assist with these costs in the future, but at this time, based on the budget for the City of Calistoga, we will be able to provide the services outlined in the Scope of Work for a lump sum fee of \$8,000.



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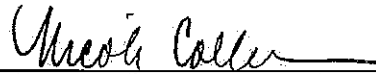
If you are in agreement, please sign and return one of the two copies of this letter. Your signature is an acceptance of the attached Scope of Services and an agreement to pay Fair Housing Napa Valley a lump sum fee of \$8,000 for said services.

Respectfully submitted,


Nicole Collier
Executive Director

Attachment: "Exhibit A" – Scope of Services

ACCEPTED AND AGREED this ____ day of _____, 2012:



Nicole Collier, Executive Director
Fair Housing Napa Valley

Richard Spitler, City Manager
City of Calistoga