

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: MEGAN BASINGER, DIRECTOR
HOUSING AND COMMUNITY SERVICES
SUBJECT: APPROVAL OF FIRST AMENDMENT TO GRANT AGREEMENT
FOR KEEP PEOPLE HOUSED - SONOMA WITH COMMITTEE
ON THE SHELTERLESS (COTS)

AGENDA ACTION: RESOLUTION

RECOMMENDATION

The Housing and Community Services Department recommends that the Council, by resolution: 1) approve the First Amendment to the Grant Agreement for Keep People Housed (KPH) - Sonoma (First Amendment) with Committee on the Shelterless (COTS) to extend the term of KPH – Sonoma from June 30, 2026 to June 30, 2027 and increase compensation in the amount of \$250,000, for a total contract not to exceed \$1,550,000; and 2) authorize the Director of Housing and Community Services to make non-substantive changes, and execute, the First Amendment, subject to approval as to form by the City Attorney. All funds in this item are included in the Fiscal Year 2026/2027 budget.

EXECUTIVE SUMMARY

Since October 1, 2024, the City has contracted with Committee on the Shelterless (COTS) as Lead Provider for Keep People Housed (KPH) – Sonoma, a regional homelessness prevention program. The current Grant Agreement expires on June 30, 2026. The proposed First Amendment would extend the term through June 30, 2027, and increase compensation by \$250,000, for a total contract amount not to exceed \$1,550,000. The County of Sonoma and City of Petaluma will execute separate agreements with COTS for KPH – Sonoma for Fiscal Year 2026/2027.

GOAL

This item relates to Council Goal #5 - Plan for and Encourage Housing for All and Reduce Homelessness by supporting a regional homelessness prevention program.

BACKGROUND/PRIOR COUNCIL REVIEW

1. The City, in partnership with the County, Petaluma, and All Home (a Bay Area organization), developed the regional homelessness prevention program KPH – Sonoma. All Home's prevention model pairs rapid, flexible financial assistance with housing stabilization services and legal aid referrals for people facing eviction and prioritizes households with income below 50% of Area Median Income (AMI) using an on-line platform developed and maintained by Bay Area Community Services (BACS).
2. On May 29, 2024, the City issued a Request for Proposals (RFP) for a contractor to serve as Lead Provider to operate KPH – Sonoma. Following this process, COTS was selected as the operator of KPH – Sonoma.
3. The City and COTS entered into a Grant Agreement for KPH – Sonoma for the period October 1, 2024, to June 30, 2026 using City, County, and Petaluma funds, pursuant to a separate Funding Agreement between the jurisdictions.
4. The County and Petaluma will execute separate agreements with COTS for KPH – Sonoma for Fiscal Year 2026/2027.
5. The City and COTS desire to amend the Grant Agreement to extend the term for an additional fiscal year (Fiscal Year 2026/2027) and increase compensation in the amount of \$250,000 using local funds included in the Fiscal Year 2026/2027 budget.

ANALYSIS

1. COTS launched KPH – Sonoma on December 16, 2024. In its first year, KPH-Sonoma achieved the following outcomes:
 - 1,857 applications received;
 - 245 households (610 individuals) provided direct financial assistance;
 - \$702,612 in aid distributed, with an average of \$3,209 per household; and
 - 400 referrals to legal aid services.
2. COTS has successfully fulfilled its obligations and met the performance standards set forth in the City's Grant Agreement and will continue to submit quarterly reports to include the outcomes outlined above.
3. Approval of the proposed First Amendment will authorize the expenditure of \$250,000 for continued operation of the KPH – Sonoma through June 30, 2027.

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FISCAL IMPACT

Approval of this action does not have a fiscal impact on the General Fund. The \$250,000 in additional funds are included in the Fiscal Year 2026/2027 budget, with the source of funds being Homeless Fund (1209) fund balance.

ENVIRONMENTAL IMPACT

Pursuant to CEQA Guidelines Section 15378, the recommended action is not a “project” subject to the California Environmental Quality Act (CEQA) because it does not have a potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. In the alternative, the recommended action is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the recommended action may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution/Exhibit A – First Amendment to the Grant Agreement for Keep People Housed – Sonoma

PRESENTER(S)

Sasha Brown, Program Specialist II