

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: RAINER NAVARRO, POLICE CHIEF, POLICE DEPARTMENT  
SCOTT WESTROPE, FIRE CHIEF, FIRE DEPARTMENT  
MAGALI TELLES, DEPUTY DIRECTOR COMMUNITY  
PROGRAMS & ENGAGEMENT, RECREATION & PARKS  
KELLEY MAGNUSON, DEPUTY DIRECTOR RECREATION,  
RECREATION & PARKS  
SUBJECT: AMENDMENT TO THE MEASURE O IMPLEMENTATION PLAN

AGENDA ACTION: RESOLUTION

---

RECOMMENDATION

It is recommended by the Finance, Police, Fire, Recreation & Parks Departments, the Office of Community Engagement and the Measure O Citizens' Oversight Committee that the Council, by resolution, amend the Transaction and Use Tax Implementation Plan to: 1) adjust for Fiscal Year 2021-22 budget and forecasted budget amounts for all Measure O programs; and 2) make specific Implementation Plan staffing changes to the Police Department Measure O program.

---

EXECUTIVE SUMMARY

City staff is proposing changes to the Measure O Transaction and Use Tax Implementation Plan (Implementation Plan). Staff proposes to adjust the budget and forecasted budget for all Measure O programs to align with the Fiscal Year 2021-22 budget and budget assumption as well as specific staffing changes in the Police Department Measure O program. The plan was reviewed and approved by the Measure O Citizen Oversight Committee at the June 9, 2021 meeting.

BACKGROUND

Ordinance 3680 added Chapter 3-26 to the Santa Rosa City Code establishing a special transaction and use tax. The special tax measure, known as Measure O, increased sales tax by a quarter percent to fund specific Police, Fire, and Gang Prevention/Intervention programs, as set forth in the Ordinance.

An Implementation Plan was created on September 21, 2004, by Resolution No. 26069, which outlines the uses and purposes for which the special tax revenues may be used

AMENDMENT TO THE MEASURE O IMPLEMENTATION PLAN  
PAGE 2 OF 3

over time. The Implementation Plan has been revised several times since the original plan was adopted in 2004. In order to amend the Implementation Plan, the Ordinance requires six affirmative votes of the Council.

On November 10, 2015, the City Council approved a new format for the Implementation Plan, consisting of current and forecast budget amounts for all Measure O programs. This new Implementation Plan format forecasts Measure O program budgets through Fiscal Year 2024-25.

### PRIOR CITY COUNCIL REVIEW

The Council has amended the Implementation Plan multiple times since the initial plan was adopted in 2004.

### ANALYSIS

Consistent with prior practice, the proposed amended Implementation Plan outlines Measure O program expenditures, including salaries, benefits, operational costs, and specific program line items. These costs are reflective of the Fiscal Year 2021-22 budget and are forecasted through Fiscal Year 2024-25. Because the program costs are tied to the budget, the forecast amounts are fluid depending on the changes in actual costs and assumptions from year to year, the Implementation Plan as a whole will need to be adjusted annually to reflect new budget and forecast amounts. While these changes are routine, they still represent a change to the Implementation Plan, and as such will need to be approved with six affirmative votes of the City Council.

In addition, the Police Department is recommending staffing changes to the FY 2021-22 Police Department Implementation Plan in an effort to maintain a budget that falls within forecasted revenues. Staff proposes the elimination of 3.0 FTE Police Officer positions, which are currently vacant. Eliminating these vacant positions will reduce the total Measure O Police staff from 19.0 FTEs to 16.0 FTEs and provide a cost savings of \$684,950.

On June 9, 2021, staff presented the changes to the Implementation Plan to the Measure O Citizen Oversight Committee. The Committee has reviewed and approved the proposed changes to the Implementation Plan for all programs and recommended the amended Implementation Plan be forwarded to the City Council for approval with a vote of 4-1-1.

### FISCAL IMPACT

The Implementation Plan has no fiscal impact to the General Fund. All adjustments required to reflect Fiscal Year 2021-22 budget have been included in the proposed Fiscal Year 2021-22 Operations and Maintenance budget, and future year forecasts are for informational purposes. With the proposed changes to the Measure O Police

AMENDMENT TO THE MEASURE O IMPLEMENTATION PLAN  
PAGE 3 OF 3

program portion of the Implementation Plan, revenues will be sufficient to cover expenditures for FY 2021-22.

ENVIRONMENTAL IMPACT

The Council finds that the proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and that no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

The proposed changes to the Implementation Plan were reviewed by the Measure O Citizen Oversight Committee on June 9, 2021. The Measure O Citizen Oversight Committee recommends the Council by Resolution amend the Implementation Plan.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution/Exhibit A - Proposed Implementation Plan

CONTACT

Magali Telles, (707) 543-4634, [MTelles@srcity.org](mailto:MTelles@srcity.org)

Kelley Magnuson, (707) 543-3275, [KMagnuson@srcity.org](mailto:KMagnuson@srcity.org)

Scott Westrope, (707) 543-3531, [SWestrope@srcity.org](mailto:SWestrope@srcity.org)

Rainer Navarro, (707) 543-3641, [RNavarro@srcity.org](mailto:RNavarro@srcity.org)

Shelley Reilly, (707) 543-3704, [SReilly@srcity.org](mailto:SReilly@srcity.org)