



City of Santa Rosa

City Hall Annex
90 Santa Rosa Ave
Conference Room 7A /7B
Santa Rosa, CA

MEASURE O OVERSIGHT COMMITTEE SPECIAL MEETING NOTICE AND AGENDA JUNE 9, 2021

4:00 PM (TELECONFERENCE)

DUE TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20 WHICH SUSPEND CERTAIN REQUIREMENTS OF THE BROWN ACT, AND THE ORDER OF THE HEALTH OFFICER OF THE COUNTY OF SONOMA TO SHELTER IN PLACE TO MINIMIZE THE SPREAD OF COVID-19, THE MEASURE O OVERSIGHT COMMITTEE WILL BE PARTICIPATING VIA ZOOM WEBINAR.

MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY VISITING [HTTPS://SRCITY-ORG.ZOOM.US/J/97710759624](https://srcity-org.zoom.us/j/97710759624) OR BY DIALING 877-853-5257 (Toll Free) AND ENTER WEBINAR ID 977 1075 9624 ENTER

**THE MEETING CAN BE VIEWED AT
[HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa)**

**THE VIDEO RECORDING WILL BE AVAILABLE FOR VIEWING ONCE
UPLOADED TO [SANTA-ROSA.LEGISTAR.COM](https://santa-rosa.legistar.com).**

Public Comment for any agenda item can be submitted by 8:00 am, the Tuesday before the Measure O Oversight Committee Meeting via e-mail at finance@srcity.org. All comments will be read into the record (up to 3 minutes each) at the time that Agenda Item is discussed during the Measure O Oversight Committee Meeting.

1. CALL TO ORDER AND ROLL CALL

2. PUBLIC COMMENT

This is the time when any person may address matters not listed on this agenda, but which are within the subject matter of the jurisdiction. The public may comment on agenda items when the item is called. Each speaker is allowed three minutes.

E-mail Public Comment: To submit an e-mailed public comment to the

Measure O Oversight Committee

JUNE 9, 2021

Measure O Oversight Committee, please send to: finance@srcity.org by 8:00 a.m., Tuesday, June 8, 2021. Identify in the subject line of your e-mail provide your name in the body of the e-mail and your comment. Please limit your e-mail to approximately 400 words (which is a speaking rate of 133 words per minute). E-mail comments will be read aloud (up to 3 minutes) at the time that Agenda Item is discussed during the Measure O Oversight Committee Meeting.

Live Public Comment: The public accessing the meeting through the Zoom link or dial-in will be able to provide public comment on agenda items at the time an Agenda Item is discussed during the City Council Meeting. Go to <https://srcity.org/virtualparticipation> for more information

Except for public hearing agenda items, the public may comment on all agenda items and on items not on the agenda but within the jurisdiction of the Measure O Oversight Committee at this time. Comments will be heard on specific agenda items at the time the item is called. The public may comment on public hearing agenda items when the hearing is opened. Each speaker is allowed three minutes.

3. APPROVAL OF MINUTES

Special Meeting Minutes-April 28, 2021.

4. SCHEDULED ITEMS

4.1 FY 2021-22 MEASURE O PROGRAM BUDGET

Review and approve, by motion, the Measure O program budgets for Fiscal Year 2021-22.

4.2 PROPOSED IMPLEMENTATION PLAN

Review and approve, by motion, the Proposed Implementation Plan Amendment.

5. NEXT MEETING AGENDA ITEMS

6. ADJOURNMENT

Measure O Oversight Committee

JUNE 9, 2021

The City of Santa Rosa does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings and programs are available by contacting Finance Department at (707) 543-3140 prior to the meeting.

Any writings or documents provided to a majority of the Measure O Citizen Oversight Committee prior to this meeting regarding any item on this agenda, excluding closed session items, are available for public review in the City Clerk's Office, Room 10, City Hall, 100 Santa Rosa Ave, during normal business hours.



City of Santa Rosa

Text File

File Number: 21-001MO

Agenda Date: 6/1/2021

Version: 1

Status: In Committee

In Control: Measure O Oversight Committee

File Type: MO- Minutes

Agenda Number:



City of Santa Rosa

City Hall Annex
90 Santa Rosa Ave
Conference Room 7A /7B
Santa Rosa, CA

Measure O Oversight Committee Special Meeting Minutes - Draft

Wednesday, April 28, 2021

4:00 PM

1. CALL TO ORDER

The meeting was called to order by Chair Bailey at 4:02pm.

Present 6 - Chair Ellen Bailey, Vice Chair Evette Minor, Board Member Manza Atkinson, Board Member Elias Hinit, Board Member Danica Rodarmel, and Board Member Mark Stapp

Also Present: Chief Financial Officer Jan Mazyck, Deputy Director Alan Alton, Budget and Financial Analyst Manager Shelley Reilly, Administrative Services Officer Jim Arend, Fire Chief Scott Westrope, Police Chief Ray Navarro, Administrative Services Officer Pam Lorence, Administrative Services Office Jason Parrish, Administrative Analyst Jerilyn Holm

2. PUBLIC COMMENTS

None.

3. APPROVAL OF MINUTES

Special Meeting Minutes November 2, 2020.

Approved as submitted.

Yes: 5 - Chair Bailey, Vice Chair Minor, Board Member Atkinson, Board Member Rodarmel and Board Member Stapp

Abstain: 1 - Board Member Hinit

4. SCHEDULED ITEMS

4.1 FY 2021/22 MEASURE O PROGRAM BUDGET

Review and approve, by motion, the Measure O program budgets for Fiscal Year 2021-22.

A motion was made by Board Member Hinit, seconded by Board Member Rodarmel to continue this item for further discussion around allocation process and Measure O duties.

The motion failed by the following vote:

Yes: 3 - Board Member Atkinson, Board Member Hinit and Board Member Rodarmel

No: 3 - Chair Bailey, Vice Chair Minor and Board Member Stapp

4.2 PROPOSED IMPLEMENTATION PLAN

Review and approve, by motion, the Proposed Implementation Plan Amendment.

This item is being continued to a future meeting.

This item was received and filed.

5. ADJOURNMENT

This meeting was adjourned by Chair Bailey at 6:25pm.

Approved on:

Alisa Rawson
Recording Secretary



City of Santa Rosa

Text File

File Number: 21-102MO

Agenda Date: 6/9/2021

Version: 1

Status: In Committee

In Control: Measure O Oversight Committee

File Type: MO- Agenda Item

Agenda Number:

FY 2021-22

Measure O Proposed Budget

April 28, 2021

Agenda

- Fire Department
- Police Department
- Recreation - Youth Services
- Violence Prevention Partnership
- Questions

Fire Department



Fire Department

	Adopted Budget FY 2020-21	Proposed Budget FY 2021-22	\$ change
Salaries	\$2,078,392	\$2,178,669	\$100,277
Benefits	1,174,386	1,261,812	87,426
Services and Supplies	118,628	131,878	13,250
Administration	116,007	112,486	-3,521
Transfer Out - Debt	367,727	367,727	-
TOTAL	\$3,855,140	\$4,052,572	\$197,432

Fire Department

Major budget changes include the following:

- Overtime increased by \$53K based on three-year average actuals
- Contract Overtime increased by \$46K for Strike Team Overtime which will be reimbursed and is budget neutral
- Benefits increased by \$87K: Worker's Comp, Health Insurance and CalPERS Unfunded Liability ARC (Annual Required Contribution)
- Fleet Maintenance increased by \$5K
- Liability Insurance increased by \$10K
- Overall expenditures increased by \$197K or 5.7%

Fire Department

Measure O currently funds the hiring of additional firefighters and deployment of additional paramedic units throughout the City with the following 10.0 Fire Positions:

- 3.0 Paramedic Captains
- 3.0 Paramedic Engineers
- 3.0 Paramedic Firefighters
- 1.0 Training Captain
- In addition to the 10.0 FTE's above, also includes partial funding (25%) of EMS Battalion Chief to oversee all aspects of the EMS Program

Fire Department

Measure O funds are designated for construction and strategic relocation of fire stations. Historically, Measure O has helped fund the following:

- Built Stations 5, 10 and 11
- Funding for future relocation of Station 8 (Roseland) and funding for the future construction of Station 9 (Southeast)
- Funding for the replacement of portable buildings at Station 11 with a permanent structure

Fire Department

Measure O funds are also used for the purchase of specialized equipment for emergency response. Since inception, the following apparatus and accessory vehicle purchases were funded:

- Two Type-I fire engines
- Type-III wildland fire engine
- Four command vehicles
- Swift Water Rescue Trailer

Questions / Comments

Police Department



Police Department

	Adopted Budget FY 2020-21	Proposed Budget FY 2021-22	\$ change
Salaries	\$2,482,934	\$2,118,169	-\$364,765
Benefits	1,739,066	1,567,465	-171,601
Services and Supplies	151,672	204,595	52,923
Administration	116,007	112,486	-3,521
TOTAL	\$4,489,679	\$4,002,715	-\$486,964

Police Department

Major Budget Changes Include:

- Reduction in Salaries and Benefits: -\$536,366
 - Reduced by 3 Police Officer positions
- Increase in services and supplies by \$52,923
 - Increase in cost to lease the substation and insurance
 - Includes increase for shop rates and vehicle replacement plan



Police Department

Measure O funds are used to supplement Field and Technical Services, including Traffic and Downtown Enforcement, with the following 16.0 positions:

Field Services Positions

- 1.0 Lieutenant
- 1.0 Sergeant
- 9.0 Police Officers
- 2.0 Field and Evidence Technicians
- 1.0 Community Services Officer

Technical Services Positions

- 1.0 Communications Supervisor
- 1.0 Police Technician



Police Department

Measure O funds are used to:

- Enhance police patrol services
- Increase traffic enforcement
- Increase patrols of downtown, railroad square, Prince Memorial Greenway, and SMART railway
- Improved response time to local emergencies
- Working daily with various homeless services providers



Police Department

Upcoming Challenges

- Measure O revenues are decreasing
- Unable to maintain needed staffing levels
- Measure O is a critical part of the Police Department's budget
- Measure O sunsets in March 2025

Questions / Comments

Recreation – Youth Services



Junior Warriors at RAMS Middle School Gym



Valley Oak and Apple Valley after school programs

Recreation – Youth Services

	Adopted Budget FY 2020-21	Proposed Budget FY 2021-22	\$ change
Salaries	\$617,424	\$583,696	\$-33,728
Benefits	193,785	175,621	-18,164
Services and Supplies	77,595	82,238	4,643
Administration	29,002	28,122	-880
TOTAL	\$917,806	\$869,677	-\$48,129

Recreation – Youth Services

Major budget changes include the following:

- No major budget changes have been implemented.
- The Measure O – Youth Services Section will be focused on transitioning from the socially-distanced School of Recreation program model back to traditional neighborhood-based operations as COVID restrictions allow.

Violence Prevention Partnership



Violence Prevention Partnership

	Adopted Budget FY 2020-21	Proposed Budget FY 2021-22	\$ change
Salaries	\$329,780	367,594	\$37,814
Benefits	178,438	204,641	26,203
Services and Supplies	80,839	79,135	-1,704
CHOICE Grant Program	863,950	799,220	-64,730
Administration	29,002	28,122	-880
TOTAL	\$1,482,009	\$1,478,712	-\$3,297

Violence Prevention Partnership

Major budget changes include the following:

- No major budget changes have been implemented
- All CHOICE grants are fully funded
- One-time funding for the Community Safety Scorecard is not present in FY 21-22

Questions / Comments



City of Santa Rosa

Text File

File Number: 21-104MO

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In Control: Measure O Oversight Committee

File Type: MO- Agenda Item

Agenda Number:

FY 2021-2022 Measure O Proposed Budget

Police Department



Community Engagement

What we are no longer doing:

- School Resource Officers: Every 15 Minutes, GREAT, school events
- Gangs: Night Walks, annual seminars with VPP, community BBQ's, GREAT

Community Engagement

What we will continue to do:

- Bike Rodeos
- Walk to school events
- Coffee with a Cop
- Community Listening Sessions
- Cinco de Mayo
- Chief's Community Ambassador Team
- Youth, Spanish and Community Experience

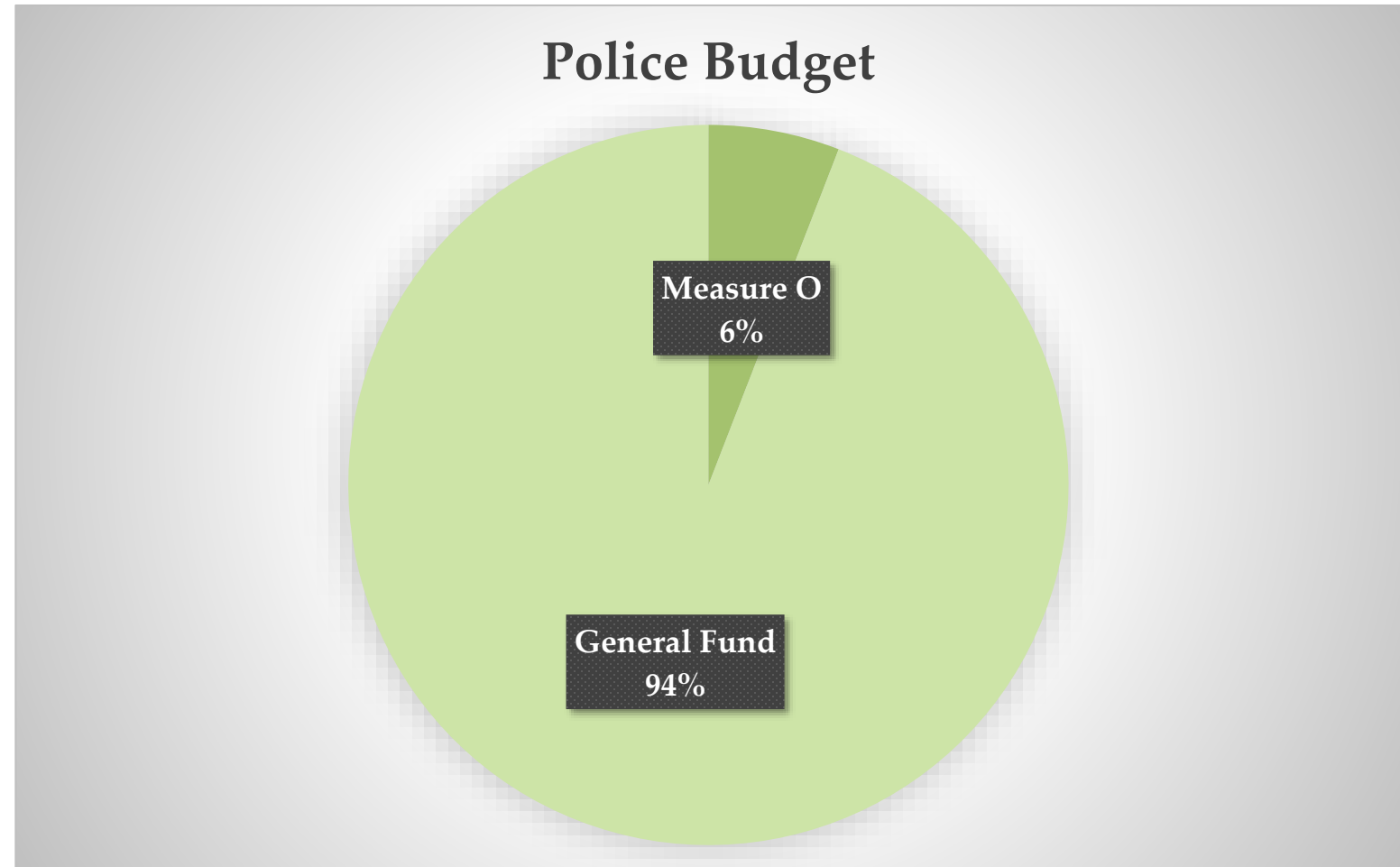
Measure O Budget

	Revised Budget FY 2020-21	Proposed Budget FY 2021-22	\$ change
Salaries	\$2,482,934	\$2,118,169	-\$364,765
Benefits	1,739,066	1,567,465	-171,601
Services and Supplies	99,204	117,007	52,923
Administration	116,007	112,474	-3,521
TOTAL	\$4,489,679	\$4,002,715	-\$486,964

Total Police Budget

General Fund: \$63,914,326

Measure O: \$4,002,715



Police Department-Staffing

Measure O funds are currently supplement Field and Technical Services, including Traffic and Downtown Enforcement, with the following 16.0 positions:

Field Services Positions

- 1.0 Lieutenant
- 1.0 Sergeant
- 9.0 Police Officers
- 2.0 Field and Evidence Technicians
- 1.0 Community Services Officer

Technical Services Positions

- 1.0 Communications Supervisor
- 1.0 Police Technician

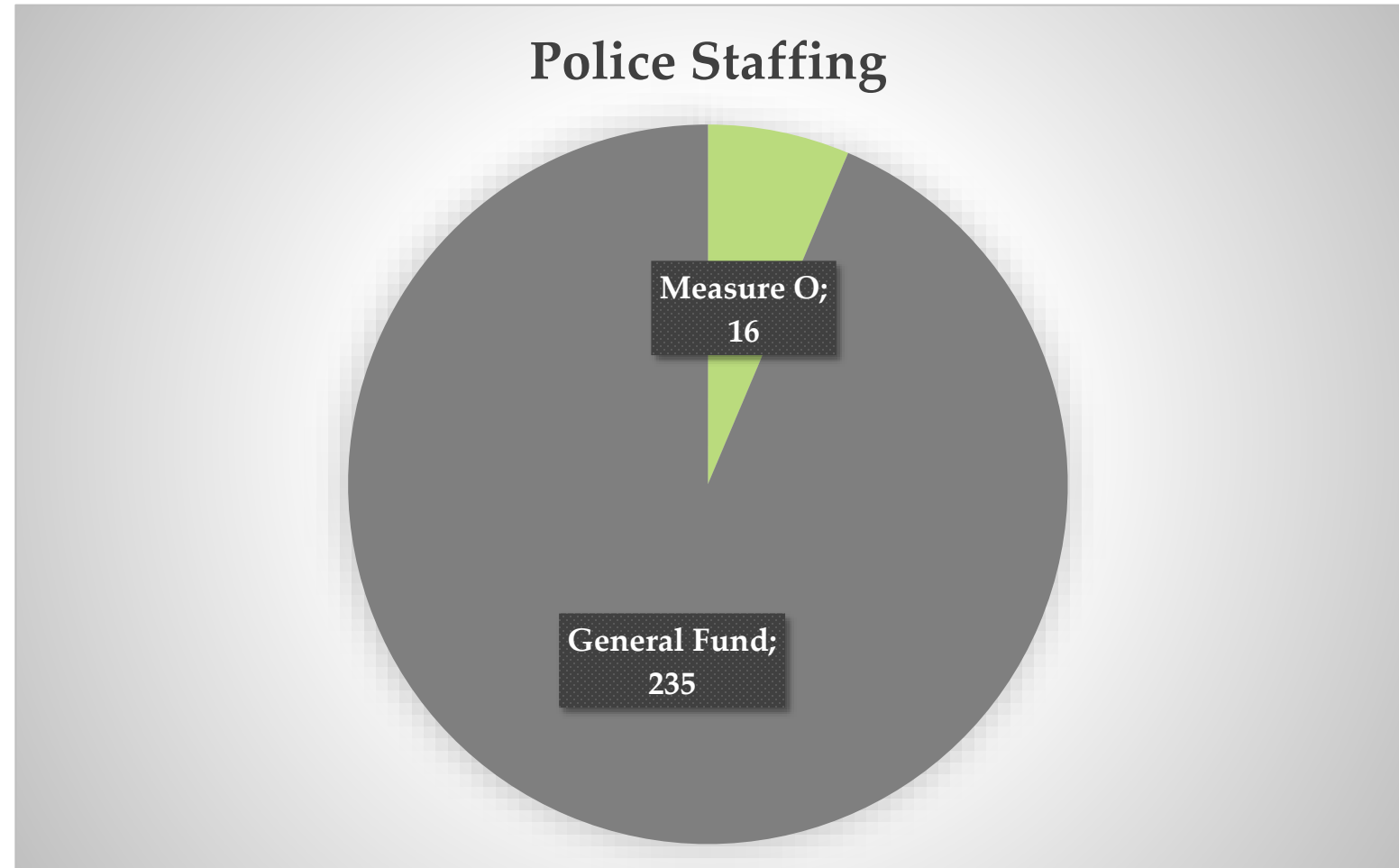


Police Department- Staffing

Total Staff: 251

Sworn: 174

Civilian: 77



Questions / Comments



City of Santa Rosa

Text File

File Number: 21-103MO

Agenda Date: 6/9/2021

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Status: In Committee

In Control: Measure O Oversight Committee

File Type: MO- Agenda Item

Agenda Number:

Implementation Plan

	FY 21/22	FY 22/23	FY 23/24	FY 24/25
POLICE Measure O Funds (40%)				
Projected Beginning Fund Balance	0	(5,315)	160,894	299,173
Projected Revenue	3,997,400	4,117,322	4,240,842	3,276,050
Proposed implementation Plan				
Patrol (16 FTE - 1 Lieutenant, 1 Sergeant, 9 Officers, 2 Field & Evidence Technicians, 1 Community Service Officer, 1 Communications Supervisor, 1 Police Tech)				
Salaries *	2,118,169	1,980,264	2,039,672	1,575,647
Benefits	1,567,465	1,645,838	1,728,130	1,360,903
Services & Supplies				
Supplies and Uniforms	31,000	31,930	32,888	362,855
Professional Services	2,200	2,266	2,334	1,803
Computers/Phones	1,537			
Vehicle Expense	87,600	90,228	92,935	71,792
Insurance	43,537	44,843	46,188	47,574
Administration	112,486	115,861	119,336	122,916
Computers/Phones	6,721	6,923	7,130	5,508
DET Lease	32,000	32,960	33,949	26,225
Projected Expenditures	4,002,715	3,951,113	4,102,563	3,575,223
Surplus/(Deficit)	(5,315)	166,209	138,279	(299,173)
Projected Ending Fund Balance	(5,315)	160,894	299,173	0

*In FY 2021/22, the Police program eliminated 3.0 Police Officers due to reductions in revenue.

*In FY 2022/23, the Police program is forecasted to eliminate 1.0 Police Officer.

Implementation Plan

	FY 21/22	FY 22/23	FY 23/24	FY 24/25
FIRE Measure O Funds (40%)				
Projected Beginning Fund Balance	2,568,867	2,540,695	2,497,474	2,437,489
Projected Revenue	4,024,400	4,145,132	4,269,486	3,298,178
Proposed implementation Plan (10 FTE- 1 Training Captain, 3 Captains, 3 Engineers, 3 Firefighters)				
Salaries	2,118,024	2,181,565	2,247,012	1,735,817
Benefits	1,261,812	1,324,903	1,391,148	1,095,529
Paramedic Incentive (15 FTE)	60,645	62,464	64,338	49,701
Services & Supplies				
Vehicle Expense	83,328	85,828	88,403	68,291
Insurance	31,094	32,027	32,988	33,977
Supplies and Uniforms	6,412	6,604	6,802	5,255
Professional Services	8,282	8,530	8,786	6,787
Computers/Phones	2,762	2,845	2,930	2,264
Fire Stations:				
Construction Fire Station 9 (Southeast)				898,961
Rebuild or Relocation Fire Station 8 (Roseland)				449,481
Fire Station 5 Capital Lease Debt Service	367,727	367,727	367,727	367,727
Permanent buildings at Station 11				898,961
Administration	112,486	115,861	119,336	122,916
Projected Expenditures	4,052,572	4,188,354	4,329,470	5,735,667
Surplus/(Deficit)	(28,172)	(43,222)	(59,984)	(2,437,490)
Projected Ending Fund Balance	2,540,695	2,497,474	2,437,489	(0)

Implementation Plan

	FY 21/22	FY 22/23	FY 23/24	FY 24/25
VIOLENCE PREVENTION PARTNERSHIP Measure O Funds (20%)				
Projected Beginning Fund Balance	346,189	-	0	0
Projected Revenue	2,002,200	2,062,266	2,124,134	1,640,893
Proposed Implementation Plan				
Office of Community Engagement (5 FTE- 1 VPP Manager, 1 Admin Analyst, 2 Community Outreach Specialists, 1 Senior Admin)				
Salaries	367,594	335,696	342,410	261,943
Benefits	204,641	210,780	217,104	167,713
Services & Supplies				
Professional Services	6,500	6,695	6,896	5,327
Vehicle Expenses	250	258	265	205
Operating Supplies	18,800	19,364	19,945	15,407
Computers/Phones	53,585	55,193	56,848	43,915
Administration	28,122	28,966	29,835	30,730
CHOICE Grants	749,020	721,793	743,447	308,745
CHOICE Services & Supplies	50,200	51,706	53,257	41,141
Staffing Reductions		(146,528)	(146,093)	
Subtotal Community Engagement's Programs	1,478,712	1,283,922	1,323,913	875,126
Recreation (4 FTE - 1 Rec Supervisor, 2 Rec Coordinators, 1 Rec Specialist)				
Salaries	268,666	274,039	279,520	213,833
Benefits	175,621	180,890	186,316	143,929
Seasonal Temps	315,030	321,331	327,757	305,996
Services & Supplies				
Professional Services	22,885	23,572	24,279	18,755
Vehicle Expense	7,235	7,452	7,676	5,929
Insurance	14,208	14,634	15,073	15,525
Operating Supplies	34,434	35,467	36,531	28,220
Computers/Phones	3,476	3,580	3,688	2,849
Administration	28,122	28,966	29,835	30,730
Neighborhood Site Reductions		(111,586)	(110,454)	
Subtotal Recreation Programs	869,677	778,344	800,221	765,768
Projected Expenditures	2,348,389	2,062,266	2,124,134	1,640,893
Surplus/(Deficit)	(346,189)	0	0	0
Projected Ending Fund Balance	-	0	0	0