



Department: Police
Cost Center: 8001
For Agenda of: 2/18/2025
Placement: Consent
Estimated Time: N/A

FROM: Rick Scott, Police Chief
Prepared By: Melissa Ellsworth, Senior Business Analyst

SUBJECT: AUTHORIZE THE POLICE DEPARTMENT TO SUBMIT GRANT APPLICATIONS FOR FY 2025-26 OFFICE OF TRAFFIC SAFETY AND THE CALIFORNIA HIGHWAY PATROL GRANT PROGRAMS

RECOMMENDATION

1. Authorize staff to submit FY 2025-26 grant applications to the following agencies:
 - a. California Office of Traffic Safety in an amount not to exceed \$155,000.
 - b. California Highway Patrol Cannabis Tax Fund Grant Program in an amount not to exceed \$185,000.
2. If the grants are awarded, authorize the City Manager and the Chief of Police to execute grant related documents and authorize the Finance Director to make the necessary budget adjustments upon the award of the grant.

POLICY CONTEXT

The recommended actions are consistent with the City of San Luis Obispo's Financial Management Manual, Section 740 - Grant Management Policy. The policy states that Council must approve all grant applications in excess of \$5,000 and delegates receipt and contract execution to the City Manager.

DISCUSSION

The police department utilizes grant funds annually to offset costs associated with focused enforcement activities related to traffic safety. Grant funding is used to pay for officer overtime and related equipment.

Office of Traffic Safety

The California Office of Traffic Safety (OTS) provides annual grant funding to agencies aimed to prevent deaths and injuries on roadways through special enforcement and public awareness efforts. Grant funds help the City's efforts to improve traffic safety and quality of life in the community.

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The department has been awarded funding from the Office of Traffic Safety for over twenty years. The grants enable the Police Department to conduct numerous operations specifically focused on alcohol or drug impaired drivers. On January 22, 2025, an application for the FY 2025-26 OTS grant was submitted in an amount not to exceed \$155,000. If awarded, grant funds will be used for overtime costs associated with the following activities: DUI checkpoints, DUI saturation patrols, traffic enforcement, distracted driving, traffic safety education, and pedestrian and bicycle enforcement. Due to the timing of the grant deadline, the application was submitted prior to Council's review; however, if Council denies this request, the application can be withdrawn.

Cannabis Tax Fund Grant Program

In 2016, Proposition 64 (the Control, Regulate, and Tax Adult Use of Marijuana Act) was passed which mandated the state to set aside funding for the California Highway Patrol to award grants to local governments and non-profits to work toward reducing impaired driving accidents, increase public awareness surrounding dangers of impaired driving and support safer roadways. If authorized by Council, staff will be requesting funds to conduct additional DUI saturation patrols and to purchase a DUI trailer and vehicle. DUI trailers are used to store equipment and supplies (lighting, tables, etc.) related to enforcement activities such as DUI checkpoints. The department's current trailer is over twenty years old and is showing signs of wear and tear; unfortunately, replacement is not forecasted until FY 2028-29. The vehicle requested will be used to tow the trailer; both the vehicle and trailer will be stored at the police department. Department staff reached out to Public Works to discuss the fleet related request, and they are in concurrence. Fleet will decommission the existing trailer per City policy.

If the grant is awarded, staff will return to Council in June to request a Resolution authorizing the City to enter into an agreement with the California Highway Patrol for the total amount of the grant award. The grant application was submitted on February 12th, 2025. If Council denies this request, the application can be withdrawn.

Public Engagement

This item is on the agenda for the February 18, 2025, City Council meeting and will follow all required postings and notifications. The public may have an opportunity to comment on this item at or before the meeting.

CONCURRENCE

The Director of Finance concurs with staff's recommendations.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act does not apply to the recommended action in this report because the action does not constitute a "Project" under CEQA Guidelines Section 15378.

FISCAL IMPACT

Budgeted: No
 Funding Identified: No

Budget Year: 2025-26

Fiscal Analysis:

Funding Sources	Total Budget Available	Current Funding Request	Remaining Balance	Annual Ongoing Cost
State Grant – Office of Traffic Safety		\$155,000		
State Grant – California Highway Patrol		\$185,000		
Total		\$340,000	\$	\$

Matching funds are not required for these grants.

ALTERNATIVES

Do not submit grant applications or decline funding. This alternative is not recommended. These grants provide funding for specialized equipment purchases and overtime for targeted education and enforcement opportunities. Without grant funds the department would not be able to carry out these types of programs which increase safety in our community.

ATTACHMENTS

None