



**Department:** Police  
**Cost Center:** 8001  
**For Agenda of:** 2/17/2026  
**Placement:** Consent  
**Estimated Time:** N/A

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

**SUBJECT:** AUTHORIZE THE POLICE DEPARTMENT TO SUBMIT A GRANT APPLICATION TO THE OFFICE OF TRAFFIC SAFETY FOR FY 2026-27 AND ADOPT A RESOLUTION AUTHORIZING THE ACCEPTANCE OF FUNDS FOR THE FY 2025-26 TOBACCO GRANT PROGRAM

## RECOMMENDATION

1. Approve submission of a FY 2026-27 grant application to the California Office of Traffic Safety in an amount not to exceed \$180,000.
2. If the grant is 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.
3. Approve a resolution titled: "A resolution of the Council of the City of San Luis Obispo, California, authorizing the acceptance of grant funds in the amount of \$74,276 from the State of California Department of Justice, Office of Attorney General, Tobacco Grant Program to increase education and enforcement programs focusing on reducing the illegal sale of tobacco products to minors in the city." (Attachment A)

## 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 ("Department") utilizes grant funds annually to offset costs associated with focused enforcement activities related to traffic safety, underage drinking and tobacco enforcement. 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.

The Department has been awarded funding from the OTS annually for over twenty years. The grant funding is used to conduct numerous operations specifically focused on alcohol or drug impaired drivers. The grant application was due January 30, 2026, and staff submitted the application in late January to meet the quick turnaround deadline. 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. 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.

Tobacco Grant Resolution

On [July 15, 2025](#), Council authorized staff to submit a grant application to the California Department of Justice for a Tobacco related grant program which funds efforts to reduce the illegal sale and marketing of tobacco products to minors. On November 24, 2025, the Department was notified of the grant award and in mid-December, the granting agency hosted a virtual workshop to discuss grant requirements. After the award, the grant requires an approved resolution to authorize the acceptance of grant funds from the State of California.

**Public Engagement**

This item is on the agenda for the February 17, 2026, 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 recommendation.

**ENVIRONMENTAL REVIEW**

The California Environmental Quality Act (CEQA) 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

Budget Year: 2025-26  
and 2026-27

Funding Identified: No

**Fiscal Analysis:**

**Item 5d**

<b>Funding Sources</b>	<b>Total Budget Available</b>	<b>Current Funding Request</b>	<b>Remaining Balance</b>	<b>Annual Ongoing Cost</b>
State Grant – Office of Traffic Safety	\$180,000	\$	\$	\$
California Department of Justice	\$74,276			
<b>Total</b>	<b>\$254,276</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

Matching funds are not required for these grants. The OTS grant runs on a Federal fiscal year, and the Tobacco grant will coincide with the City’s fiscal year. Both grants operate under a reimbursement basis for repayment.

**ALTERNATIVES**

***Do not submit grant application or decline funding.*** 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.

**ATTACHMENT**

A - Draft Resolution authorizing the acceptance of grant funds from the State of California Department of Justice