

Capitola City Council

Agenda Report



Meeting: December 11, 2025

From: Police Department

Subject: Tobacco Grant FY 2025-26

Recommended Action: Adopt a resolution amending the FY 2025-26 General Fund operating budget to accept a Department of Justice Tobacco Grant in the amount of \$55,378.

Background: The California Department of Justice administers the Tobacco Grant Program to support local law enforcement agencies in reducing the availability of tobacco products to minors, ensuring compliance with state tobacco laws, and conducting related education and enforcement activities.

In FY 2025-26 the Capitola Police Department submitted an application requesting funding to enhance local enforcement efforts, conduct retailer compliance checks, and implement youth prevention outreach. The DOJ has awarded the City \$55,378 to be used over a two-year grant cycle.

Discussion: The grant funds will support the Department in meeting state-mandated tobacco enforcement expectations and community health goals. Authorized uses of grant funds include:

- **Retailer Compliance Checks:** Conducting periodic inspections to ensure adherence to tobacco sales laws.
- **Minor Decoy Operations:** Targeting illegal sales of tobacco and vaping products to minors.
- **Training:** Supporting officer training on tobacco enforcement, diversion programs, and updated regulatory requirements.
- **Equipment & Supplies:** Purchasing enforcement tools such as surveillance equipment, decoy kits, and data-tracking resources.

All activities will be managed in alignment with DOJ grant conditions. Regular reporting, documentation of enforcement operations, and reimbursement procedures will be handled by the Department's administrative staff. No match requirement is associated with this grant.

This project supports the City's goals related to public safety, youth protection, and responsible retail business practices. Enhancing enforcement helps reduce underage access to tobacco and vaping products and strengthens community partnerships.

Fiscal Impact: A budget amendment has been attached to the resolution accepting the grant in order to accept the grant funds and appropriate funds for approved grant-related expenditures.

Attachments:

1. Selection Letter
2. Draft Resolution

Report Prepared By: Sarah Ryan, Chief of Police

Reviewed By: Julia Gautho, City Clerk; Jim Malberg, Administrative Services Director

Approved By: Jamie Goldstein, City Manager