



STAFF REPORT
12/8/2021

TO: Honorable Mayor and City Council Members

FROM: Nathan Statham, Finance Director -and-
Celina Jimenez, Grants Manager

SUBJECT: Adopt Resolution No. 2021-77 Authorizing the City Manager to Accept a Proposition 56 Tobacco Grant Award from the State of California Department of Justice in the Amount of \$611,655 to Hire a Community Service Officer

STAFF RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 2021-77 authorizing the City Manager to accept a Proposition 56 Tobacco Grant award from the State of California Department of Justice in the amount of \$611,655 and amend the City's public safety contract for police services with the County of Riverside to hire an additional Community Service Officer.

BACKGROUND:

The City of Coachella received a grant award from the California Department of Justice (DOJ) for the Proposition 56 – Tobacco Grant Program to hire a Community Service Officer for three (3) full years to conduct tobacco-related education and enforcement activities in the city of Coachella. The intent of this grant is to reduce and prevent the use of tobacco products among youth, teens, and our community at large. These include cigarettes, vape pens, and electronic cigarettes using flavored tobacco products. The grant award amount is \$611,655 and the grant term ends on June 30, 2025.

DISCUSSION/ANALYSIS:

The City will be able to use grant funds to pay for a non-sworn Community Service Officer who will be conducting tobacco enforcement programs that include minor decoy operations that test tobacco sellers' compliance with age-verification sale requirements, shoulder tap operations that ask someone of legal age to purchase tobacco products for a minor, and compliance checks to ensure retailers are adhering to tobacco retail laws. In addition, the Community Service Officer will be conducting tobacco prevention related outreach campaigns at middle schools and high schools in an effort to prevent underage smoking.

The budget breakdown is as follows:

POSITION	FY 2021-22	FY 2022-23	FY 2023-24	TOTAL AWARD
Community Service Officer	\$ 136,477	\$ 136,477	\$ 136,477	\$ 409,431
Benefits (for CSO)	\$ 59,408	\$ 59,408	\$ 59,408	\$ 178,224
Mileage/Fuel (for CSO)	\$ 3,000	\$ 3,000	\$ 3,000	\$ 9,000
Administrative Costs	\$ 5,000	\$ 5,000	\$ 5,000	\$ 15,000
TOTAL	\$ 203,885	\$ 203,885	\$ 203,885	\$ 611,655

ALTERNATIVES:

1. Adopt Resolution No. 2021-77 Authorizing the City Manager to Accept a Proposition 56 Tobacco Grant Award from the State of California Department of Justice in the Amount of \$611,655 and amend the City’s public safety contract for police services with the County of Riverside to hire a Community Service Officer.
2. Not accept the Proposition 56 Tobacco Grant Award.

FISCAL IMPACT:

The total amount of this grant award is \$611,655, which includes \$5,000 for administrative costs. As part of this action, Council will be appropriating an additional \$105,942 (1/2 of the fiscal 2021/22 grant funding) in the City’s General Fund public safety budget and authorizing needed transfers between the City’s Grants Fund (152) and General Fund along with corresponding revenue budget adjustments. Future year grant awards will be included in future fiscal year budgets.

ATTACHMENTS:

1. Resolution No. 2021-77