



STAFF REPORT
2/9/2022

TO: Honorable Mayor and City Council Members

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

SUBJECT: Adopt Resolution No. 2022-18 Authorizing the City of Coachella to Enter Into a Memorandum of Understanding with the State of California Department of Justice Office of the Attorney General, Tobacco Grant Program

STAFF RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 2022-18 authorizing the City of Coachella to enter into a Memorandum of Understanding with the State of California Department of Justice Office of the Attorney General, Tobacco Grant Program for grant funds in the amount of \$611,655.

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. City Council previously authorized the City Manager to accept the award of funds and amend the City’s public safety contract with Riverside County Sheriffs to hire a Community Services Officer at the City’s regularly scheduled Council meeting on December 8, 2021. The City has executed an amendment to the public safety contract and is awaiting approval by the Riverside County Sheriff’s office. Entering into this MOU is a DOJ program requirement to address grant program administration requirements under the terms of the grant program.

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 MOU states that the City will follow program requirements and comply with other administrative actions outlined in the grant program to facilitate funding the Community Service

Officer position.

FISCAL IMPACT:

The total amount of this grant award is \$611,655, which includes \$5,000 for administrative costs. Funding was appropriated as part of a previous Council action.

ATTACHMENTS:

1. Resolution No. 2022-18
2. Memorandum of Understanding DOJ-PROP56-2021-22-1-018