



STAFF REPORT

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10/14/2025

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**AGENDA ITEM**

**TO: HONORABLE MAYOR  
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO  
CITY MANAGER**

**BY: BRAD KENNEALLY  
CHIEF OF POLICE**

**SUBJECT: PROPOSED ACCEPTANCE OF OFFICE OF TRAFFIC SAFETY SELECTIVE  
TRAFFIC ENFORCEMENT PROGRAM GRANT AND ADOPTION OF RESOLUTION  
APPROVING RELATED BUDGET APPROPRIATIONS FOR FISCAL YEAR 2025-  
2026**

**Summary:**

The Office of Traffic Safety (OTS) Selective Traffic Enforcement Program (STEP) awarded the Signal Hill Police Department a \$100,000 grant. The City's awarded STEP grant funding would allow the Police Department to carry out traffic safety enforcement targeting primary collision factors that contribute to traffic collisions, including driving under the influence. The grant would offset the cost of police overtime, training, and related supplies. Staff recommends the City Council adopt a resolution accepting the grant and authorizing a budget adjustment to increase grant revenue by \$10,000.

**Strategic Plan Goal(s):**

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Goal No. 2 Community Safety: Maintain community safety by supporting public safety services and increasing emergency preparedness.

**Recommendations:**

1. Authorize the City Manager, or his designee, to accept grant funding through the OTS STEP grant.
2. Adopt a Resolution, entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED BUDGET AND AUTHORIZING RELATED BUDGET APPROPRIATIONS FOR FISCAL YEAR 2025-2026.

Fiscal Impact:

If the City Council approves the recommended actions, OTS would award the City a grant in the amount of \$100,000 to be used during the period of October 1, 2025, through September 30, 2026, to offset related expenditures. The adopted operating budget forecasted a \$90,000 grant; therefore, staff recommends a budget adjustment to increase the budgeted grant revenues and related appropriation for the OTS Fund (275) by \$10,000.

Background and Analysis:

The Police Department has been successful in securing OTS grants since the early 1990s to fund training, enforcement activities, and the purchase of traffic safety equipment such as a DUI trailer, preliminary alcohol screening devices, traffic calming devices, and radar trailers. OTS grant applications are accepted statewide in January and the award selection is made between July and August. Upon OTS review and determination, grant awards are made based primarily on traffic safety data contained in the Statewide Integrated Traffic Records System (SWITRS).

City's Grant Award

The City's awarded STEP grant funding would allow the Police Department to carry out traffic safety enforcement targeting primary collision factors that contribute to traffic collisions. The eligible grant funded enforcement activities and/or covered direct costs include:

- Maintaining a "DUI BOLO" program to notify patrol and traffic officers to be on the lookout for identified repeat DUI offenders with a suspended or revoked license due to DUI convictions
- DUI/driver's license checkpoints and enforcement patrols
- Traffic enforcement patrols
- Traffic enforcement operations targeting drivers using a handheld cell phone
- Motorcycle safety enforcement operations
- Traffic safety educational presentations
- Pedestrian and bicycle enforcement operations
- Vehicle speed feedback signs
- DUI Checkpoint on-scene supplies

The grant would also provide funding and traveling costs for police officers to attend the following classes:

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- Advanced roadside impaired driving enforcement training (16 hours)
- Standardized field sobriety testing training (16 hours)
- Drug Recognition Expert training (80 hours) and recertification

If approved by the City Council, the City would accept the grant and begin conducting eligible grant funded enforcement and education activities this year.

Reviewed for Fiscal Impact:

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Attachments:

- A. Office of Traffic Safety Grant Agreement
- B. Budget Amendment Resolution