

City Council Chambers
29844 Haun Road
Menifee, CA 92586



**Menifee City Council
Regular Meeting Agenda**

**Wednesday, July 17, 2024
5:00 PM Closed Session
6:00 PM Regular Meeting**

**Bill Zimmerman, Mayor
Bob Karwin, District 1
Ricky Estrada, District 2
Lesa Sobek, District 3
Dean Deines, District 4**

AGENDA

**Armando G. Villa, City Manager
Jeffrey T. Melching, City Attorney
Stephanie Roseen, Acting City Clerk**

10.5 Department of California Highway Patrol Cannabis Tax Fund Grant

RECOMMENDED ACTION

1. Accept the Department of California Highway Patrol Cannabis Tax Fund Grant in the amount of \$277,195.05 to help reduce and mitigate the impacts of impaired driving in the City; and
2. Adopt a budget amendment resolution approving an increase in revenue and appropriation of expenditures in the amount of \$277,195.05 to a project account as assigned by the Finance Department; and
3. Authorize the City Manager, or their designee, to execute all necessary documents to implement the Department of California Highway Patrol Cannabis Tax Fund Grant Program purchases.



CITY OF MENIFEE

SUBJECT: Department of California Highway Patrol Cannabis Tax Fund Grant

MEETING DATE: July 17, 2024

TO: Mayor and City Council

PREPARED BY: Christine Booker, Budgets & Grants Analyst

REVIEWED BY: Chris Karrer, Police Chief

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Accept the Department of California Highway Patrol Cannabis Tax Fund Grant in the amount of \$277,195.05 to help reduce and mitigate the impacts of impaired driving in the City; and
2. Adopt a budget amendment resolution approving an increase in revenue and appropriation of expenditures in the amount of \$277,195.05 to a project account as assigned by the Finance Department; and
3. Authorize the City Manager, or their designee, to execute all necessary documents to implement the Department of California Highway Patrol Cannabis Tax Fund Grant Program purchases.

DISCUSSION

The Menifee Police Department was awarded \$277,195.05 by the California Highway Patrol (CHP) for the Cannabis Tax Fund Grant. CHP administers several programs, including the Cannabis Tax Grant Program. The purpose of this grant is to educate the public regarding the danger of impaired driving, enforce laws related to driving under the influence (DUI) of alcohol and other drugs, including cannabis and cannabis products, and improve the department's effectiveness through training and development of new strategies.

The funds received would be used to cover the costs incurred by the Police Department during activities such as DUI checkpoints and saturation patrols and safety presentations. Additionally, the funds would be used for operational costs and supplies including a DUI truck and outfitting, DUI presentation kit, impaired driving experience kit, clipboards, drug screening kits, and preliminary alcohol screening (PAS) devices, also known as a breathalyzer. The DUI truck that has been awarded to the department will be utilized as both a presentation piece by listing names of local residents killed in DUI crashes, with their next of kin's permission, as well as being a practical tool for transporting equipment to presentation sites and hauling the existing DUI trailer to checkpoints. The Police Department would also use available funds to send officers to Standardized Field Sobriety Testing Training and to the Advanced Roadside Impaired Driving Enforcement Training.

The grant would help the City achieve its goals as follows:

- Educating the public
- Promoting a safe environment for our community
- Reducing the number of persons killed and injured in crashes caused by alcohol and drugs.

STRATEGIC PLAN OBJECTIVE

Safe and Vibrant Community

FISCAL IMPACT

The fiscal impact resulting from the acceptance of the Cannabis Tax Fund Grant Program would result in an increase of \$277,195.05 in state grant revenue within the Grant Fund (2301-441002) and an appropriation in expenditures to the Cannabis Grant for Menifee Police Department within the Grant Fund (2301-MPD-658211). CHP would reimburse any costs incurred that are within the guidelines of this grant. No match by the City would be required.

ATTACHMENTS

1. Grant Award Letter
2. Budget Amendment Resolution
3. Grant Summary Report

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

601 North 7th Street
Sacramento, CA 95811
(916) 843-4360
(800) 735-2929 (TT/TDD)
(800) 735-2922 (Voice)



June 6, 2024

File No.: 060.15426.17369

Sergeant Matthew Bloch
Menifee Police Department
29714 Haun Road
Menifee, CA 92586

Dear Sergeant Bloch:

On behalf of the California Highway Patrol (CHP), it is my pleasure to inform you, the Menifee Police Department, is conditionally approved for Cannabis Tax Fund Grant Program (CTFGP) funding in the amount of \$277,195.05. The purpose of this grant funding is to help your agency reduce and mitigate the impacts of impaired driving in your community.

The official Grant Agreement for signature is forthcoming. In order to execute your Grant Agreement, please provide documentation from a local governing body, authorizing your organization to receive this grant funding, to the Cannabis Grants Unit, by email at CGUGrants@chp.ca.gov, as soon as possible. Refer to California Code of Regulations Title 13, Division 2, Chapter 13, Section 1890.13(g) for additional information.

The CHP looks forward to partnering with you and your agency on this project in an effort to make California's roadways a safer place to travel. If you have any questions, please feel free to contact the Cannabis Grants Unit at (916) 843-4360.

Sincerely,

A handwritten signature in blue ink that reads "K. M. Davis".

K. M. DAVIS, Chief
Enforcement and Planning Division



RESOLUTION NO. 24-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENIFEE, CALIFORNIA,
AMENDING THE FISCAL YEAR 2024/25 OPERATING BUDGET**

WHEREAS, the City of Menifee, California, adopted a budget for Fiscal Year 2023/24 and Fiscal Year 2024/25 with Resolution 23-1341 on June 21st, 2023; and

WHEREAS, from time to time the City of Menifee receives unanticipated revenues, experiences unanticipated expenditures, and/or identifies alternative funding sources; and

WHEREAS, it is in the best interest of the citizens of the City of Menifee to allocate budget resources to continue the operations of the City of Menifee; and

WHEREAS, the City Council of the City of Menifee needs to amend the FY2024/25 budget as follows:

AMENDMENTS TO ADOPTED BUDGET:

Grant Fund 2301 Adopted FY 2024/25 Revenue Budget: \$0.00

1. Record Appropriation(s):

CITY COUNCIL MEETING	DESCRIPTION	ACCOUNT #	AMOUNT
June 5, 2024	Mid-Cycle Budget Adjustments	Various	\$633,759.00
July 17, 2024	Grant: Cannabis Tax Fund	2301-00-XNC-XNCL- 000-00000-441002	277,195.05
		TOTAL:	\$910,954.05

Amended Grant Fund 2301 FY 2024/25 Revenue Budget: \$910,954.05

Grant Fund 2301 Adopted FY 2024/25 Expenditure Budget: \$0.00

2. Record Appropriation(s):

CITY COUNCIL MEETING	DESCRIPTION	ACCOUNT #	AMOUNT
June 5, 2024	Mid-Cycle Budget Adjustments	Various	\$595,472.00
July 17, 2024	Grant: Cannabis Tax Fund	2301-51-MPD-PDAM- 000-00000-658211	277,195.05
		TOTAL:	\$872,667.05

Amended Grant Fund 2301 FY 2024/25 Expenditure Budget: \$872,667.05

3. Record Transfer of Funds:

FROM ACCOUNT #	TO ACCOUNT #	AMOUNT

Amending the Fiscal Year 2024/25 Grant Fund Budget
Cannabis Tax Fund Grant

	TOTAL:	\$0
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NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MENIFEE DOES HEREBY RESOLVE AS FOLLOWS:

The annual budget for the Grant Fund 2301 for the City of Menifee for FY2024/25 is hereby increased and amended to reflect unanticipated revenues and expenditures as follows:

Revenues:

Grant: Cannabis Tax Fund **\$277,195.05**

Amended Grant Fund 2301 FY2024/25 Budget **\$910,954.05**

Expenditures:

Grant: Cannabis Tax Fund **\$277,195.05**

Amended Grant Fund 2301 FY2024/25 Budget **\$872,667.05**

PASSED, APPROVED AND ADOPTED this 17th day of July, 2024.

Bill Zimmerman, Mayor

ATTEST:

APPROVED AS TO FORM:

Stephanie Roseen, Acting City Clerk

Jeffrey T. Melching, City Attorney



CITY OF MENIFEE
GRANT SUMMARY REPORT
FINANCE DEPARTMENT

FISCAL YEAR OF GRANT AWARD: 2024/2025 DATE CITY COUNCIL APPROVED: 7/17/24
Grant Name: Cannabis Tax Fund Grant Granting Agency: California Highway Patrol
City Department: Menifee Police Dept City Grant Administrator: Christine Booker
Grant performance period: 7/1/24-6/30/25 Type of Grant: ☒ State ☐ Federal ☐ Local ☐ Other: _____

Grant Purpose/City Program:

The purpose of this grant is to educate the public regarding the danger of impaired driving, enforce laws related to driving under the influence (DUI) of alcohol and other drugs, including cannabis and cannabis products, and improve the department's effectiveness through training and development of new strategies.

If Federal Grant:

Federal Awarding Agency: - Federal CFDA Number: -

If Pass-through Grant:

Pass-through Agency: - Pass-through Number: -

Grant ID Number: -

Grant Funding Period: 7/1/24-6/30/25 Amended Through: -

Amount from Granting Agency: \$277,195.05 Method of Funding: Reimbursement

City Matching Funds: _____ Frequency of Funding: -

Total Grant Amount: \$277,195.05 If other, please describe: N/A

City Expenditure Account No: 2301-51-MPD-PDAM-000-00000-658211

City Revenue Account No: 2301-00-XNC-XNCL-000-00000-441002

Reporting Requirements:

Quarterly Reporting is required and due within 14 calendar days after the close of each quarter.

Does the funding agency require a compliance audit? No

If yes, what kind of report? N/A

Additional reporting required: N/A

Does the funding agency require a copy of the Single Audit report? No

Is this a federal grant (subject to Single Audit)? No

Can grant funds be carried over to other fiscal years? No

If yes, which years? _____

Is allocated interest a grant requirement? No