



**REVISED**

Date: 1-19-21  
Item No.: 24

*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: JANUARY 19, 2021**

**FROM: RIVERSIDE POLICE DEPARTMENT      WARD: ALL**

**SUBJECT: GRANT APPLICATION IN AN AMOUNT UP TO \$30,000 TO THE STATE OF CALIFORNIA, OFFICE OF TRAFFIC SAFETY – TRAFFIC RECORDS IMPROVEMENT PROJECT GRANT FISCAL YEAR 2021-22 TO IMPROVE AND STREAMLINE TRAFFIC COLLISION DATABASE SYSTEMS – SUPPLEMENTAL APPROPRIATION**

## **ISSUES:**

Approve the submission of a grant application in an amount up to \$30,000 to the State of California, Office of Traffic Safety – Traffic Records Improvement Project Grant Program for the period of October 1, 2021 through September 30, 2022 and authorize a supplemental appropriation.

## **RECOMMENDATIONS:**

That the City Council:

1. Approve the submission of a grant application in an amount up to \$30,000 to the State of California, Office of Traffic Safety for Fiscal Year 2021-22;
2. Upon grant award, authorize an increase in estimated revenues in an amount up to \$30,000 in Fund 215 Grants and Restricted Programs Police Department Revenue Account and appropriate expenditures in the same amount to the Fund 215 Grants and Restricted Programs Police Department Expenditure Account; and
3. Authorize the City Manager, or his designee, to execute the grant documents with the State of California, Office of Traffic Safety, including making minor and non-substantive changes.

## **BACKGROUND:**

In 2019, the Office of Traffic Safety (OTS) piloted a new grant called the Traffic Records Improvement Project Grant Program (TRIP). TRIP allows law enforcement agencies to obtain a new electronic citation or crash database system or upgrade existing systems. All eligible agencies are now able to apply for these grant funds.

## **DISCUSSION:**

Reliable traffic data plays an important role in identifying traffic safety problems. The OTS grant can be used to purchase hardware and software tools to build and improve data collection systems, modernize manual databases and digitize physical reports and print collections.

The Riverside Police Department would like to ~~upgrade their existing crash database system, Crossroads. The upgrade would provide an~~ obtain a system to interface ~~that will automatically report between the Departments crash data and~~ to the California Highway Patrol (CHP) Statewide Integrated Traffic Records System (SWITRS). SWITRS is a database that collects and processes data gathered from a collision scene and allows authorized users to request various types of statistical reports. The department is mandated by California Vehicle Codes 20008, 20009, and 20012 to submit traffic collision information to the CHP.

Currently the Records Division of the Police Department must photocopy the traffic collision reports and mail them to the CHP in order to meet the requirements of the California Vehicle Code. This is a labor-intensive process.

The TRIP grant would be implemented by the Riverside Police Department's Field Operations Traffic Division. The grant funds would be used to obtain ~~towards the interface/upgrade ability to report the existing Crossroads Traffic Collision database~~ crash data directly to SWITRS without the requirement of printing and mailing the reports.

## **FISCAL IMPACT:**

The total grant award is up to \$30,000 and no matching funds are required. Upon grant award, an increase in revenues in an amount up to \$30,000 will be made in Fund 215 Grants and Restricted Programs Police Department Revenue Account No. 9171800711-3311000 and expenditures in the same amount will be appropriated to Fund 215 Grants and Restricted Programs Police Department Expenditure Account No. 91718000711-4401100.

Prepared by: Larry V. Gonzalez, Chief of Police  
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availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer  
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Approved as to form: Kristi J. Smith, Interim City Attorney

cc Mayor  
City Council  
City Manager  
City Attorney  
ACMs  
DCM  
Chief of Police