



# COUNTY OF HUMBOLDT

For the meeting of: 12/5/2023

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File #: 23-1571

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**To:** Board of Supervisors

**From:** Sheriff

**Agenda Section:** Consent

**Vote Requirement:** 4/5th

**SUBJECT:**

Resolution for the Off-Highway Motor Vehicle Division Grant Program Calendar Year 2024 and Supplemental Budget (4/5 Vote Required)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Accept and adopt Resolution No. \_\_\_\_ (Attachment 1) authorizing the Chair to sign the Off-Highway Motor Vehicle governing body resolution with the California Department of Parks and Recreation Off-Highway Motor Vehicle Recreation Division for the period January - December 2024;
2. Approve the fiscal year 2023-24 supplemental budget for Off-Highway Vehicle Grant 1100-221940 (Attachment 2) (4/5 Vote Required);
3. Authorize the Sheriff, Undersheriff and Deputy Director of Financial and Support Services to execute all the necessary reimbursement claims and future applications, in the name of the County of Humboldt, required by the California Department of Parks and Recreation for participation in the Off-Highway Motor Vehicle;
4. Authorize the Sheriff, Undersheriff and Deputy Director of Deputy Director of Financial and Support Services to execute all the necessary contracts, agreements, and amendments thereto, in the name of the County of Humboldt, and all other documents required by the California Department of Parks and Recreation for participation in the Off-Highway Motor Vehicle program with approval from County Counsel, Risk Management and County Administrative Office; and
5. Direct the Clerk of the Board to return a signed copy of the governing body resolution to the Humboldt County Sheriff's Office, Attention Julie Martin for submittal to funding agency.

**SOURCE OF FUNDING:**

California Department of Parks and Recreation, Off-Highway Motor Vehicle Recreation Division (1100-221940)

**DISCUSSION:**

The Humboldt County Sheriff’s Office (HCSO) has operated an Off-Highway Vehicle (OHV) program since 2000. The OHV program has provided a Deputy Sheriff position for patrol of beach and dunes management areas in the unincorporated areas, and the beaches to the north and south where off-highway vehicles are heavily used by the public and create a continuing enforcement problem.

For several years this program has been supported in part by grant funds from the California Department of Parks and Recreation Off-Highway Vehicle Grant Program, pursuant to the Off-Highway Motor Vehicle Act of 2003. The allocation awarded to HCSO for calendar year 2024 equals \$93,380.00 plus grant match of \$31,127.00 for a total of \$124,507.00.

**FINANCIAL IMPACT:**

<b>Expenditures (1100, 221940)</b>	<b>FY23-24 Adopted</b>	<b>FY24-25 Projected*</b>
Budgeted Expenses	\$72,750	\$43,300
Additional Appropriation Requested	\$8,457	
<b>Total Expenditures</b>	<b>\$81,207</b>	<b>\$43,300</b>
<b>Funding Sources (1100, 221940)</b>	<b>FY23-24 Adopted</b>	<b>FY24-25 Projected*</b>
Budgeted General Fund	\$18,187	\$12,940
Budgeted State/Federal Funds	\$54,563	\$30,360
Additional State/Federal Funds	\$8,457	
<b>Total Funding Sources</b>	<b>\$81,207</b>	<b>\$43,300</b>

*\*Projected amounts are estimates and are subject to change.*

**Narrative Explanation of Financial Impact:**

As part of FY2023-24 budget submission, HCSO budgeted for this grant in advance in anticipation of grant award. The grant was awarded in the amount of \$93,380 for calendar year 2024. Due to changes in the original request versus actual award, a supplemental in the amount of \$8,457 is requested in budget unit 1100-221940. The supplemental includes an appropriation transfer of \$17,000 from fixed assets to salaries to account for changes in the actual award from the allocation anticipated at budget time. This grant utilizes \$31,127 of county General Fund as grant match.

**STAFFING IMPACT:**

**Narrative Explanation of Staffing Impact:**

The Deputy Sheriff that primarily oversees beach and dunes is funded in budget unit 1100-221500, Special Services. This grants funds a portion of regular, in addition to overtime hours for enforcement.

**STRATEGIC FRAMEWORK:**

This action supports the following areas of your Board’s Strategic Framework.

Core Roles: Enforce laws and regulations to protect residents

New Initiatives: Seek outside funding sources to benefit Humboldt County needs

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Strategic Plan: N/A

OTHER AGENCY INVOLVEMENT:

California Department of Parks and Recreation

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny the authorization to accept the Off-Highway Motor Vehicle program funds, however, this is not recommended as these funds cover expenses related to the county's off-highway motor vehicle activities. Without this funding HCSO would be forced to curtail or terminate the program.

ATTACHMENTS:

Attachment 1: Resolution No. \_\_\_\_\_ OHV G23-2024 Governing Body Resolution

Attachment 2: Supplemental Budget

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A