

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

377  
(2016)



**FROM:** Sheriff-Coroner-PA

**SUBMITTAL DATE:**  
August 1, 2016

**SUBJECT:** Acceptance of a Grant Award from the California Department of Parks and Recreation, Off-Highway Motor Vehicle Enforcement Program (OHV), All Districts. [\$98,551 52% State, 48% Dept. Budget]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Authorize the Sheriff or his designee to sign and execute the Project Agreement with the California Department of Parks and Recreation, Division of Off-Highway Motor Vehicle Recreation, accepting a grant award of \$51,425 for overtime salary devoted to the Off-Highway Vehicle Enforcement Program;
2. Authorize the Sheriff, or his designee to administer the grant, sign payment requests, progress reports, future amendments and/or modifications not increasing the award by more than 20% on behalf of the County;
3. Approve and direct the Auditor-Controller to make the budget adjustments on the attached Schedule A.

(Continued on Page 2)  
BR 17-019

Stan Sniff  
Sheriff-Coroner-PA  
Will Taylor, Dir. Of Administration

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 98,551	\$ 0	\$ 98,551	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 47,126	\$ 0	\$ 47,126	\$ 0	
<b>SOURCE OF FUNDS:</b> 52% State Grant Revenue & 48% Dept. Budget-General Fund				<b>Budget Adjustment:</b> Yes	
				<b>For Fiscal Year:</b> 16/17-17/18	

**C.E.O. RECOMMENDATION:**

APPROVE

County Executive Office Signature

BY:   
Elizabeth J. Olson

**MINUTES OF THE BOARD OF SUPERVISORS**

FORM APPROVED COUNTY COUNSEL  
 BY: 8/19/16  
 KARIN L. WATTS-BAZAN  
 DATE  
 FISCAL PROCEDURES APPROVED  
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER  
 BY: 8/18/16  
 Susana Garcia-Bocanegra  
 Departmental Concurrence

- A-30
- 4/5 Vote
- Positions Added
- Change Order

Prev. Agn. Ref.: 3/29/16 3-28 | District: All | Agenda Number:

3-67

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA  
FORM 11:** Acceptance of a Grant Award from the California Department of Parks and Recreation, Off-Highway Motor Vehicle Enforcement Program (OHV), All Districts. [\$98,551 52%State, 48% Dept. Budget]

**DATE:** 8/01/16

**PAGE:** Page 2 of 3 (BR 17-019)

**BACKGROUND:**

**Summary**

From September 20, 2002 (3-32) through September 30, 2016 (3-17) the Board accepted grant funding for the Riverside County Off-Highway Vehicle Enforcement program. On March 29, 2016 (3-28), the Board adopted Resolution #2016-061, that authorized the Sheriff to apply for \$156,920 in grant funds from the State to continue the specialized patrol program in all five Supervisorial Districts.

In response to the County's application, the California Department of Parks and Recreation has now awarded the Sheriff's Department \$51,425. The grantor requires a County cash or in-kind match of at least 25% of program costs. The Sheriff's Department contribution is 48% of program costs and will utilize budgeted ROVE car pool expense for the County's in-kind grant match of \$47,126.

Schedule A details budget adjustments in the amount of \$51,425. The grant project term is from 8/1/16 to 7/31/17 and grant funds will be totally expended in fiscal year 2016/17. County Counsel has approved the Project agreement as to form.

**Impact on Citizens and Businesses**

The grant funds 52% of total project cost. The Off-Highway Vehicle Enforcement Grant Program focus is to enforce laws concerning illegal off-highway driving, dumping, driving under the influence and environmental destruction.

**ATTACHMENTS:**

1. Four (4) Originals of Project Agreement
2. SCHEDULE A. BUDGET ADJUSTMENT

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**  
**FORM 11:** Acceptance of a Grant Award from the California Department of Parks and Recreation, Off-Highway Motor Vehicle Enforcement Program (OHV), All Districts. [\$98,551 52%State, 48% Dept. Budget]

**DATE:** 8/01/16

**PAGE:** Page 3 of 3 (BR 17-019)

**Schedule A**

**Increase Appropriations:**

10000-2500300000-510420	Overtime	\$48,925
10000-2500300000-518080	Other Budgeted Benefits	<u>2,500</u>
	TOTAL	\$51,425

**Increase Estimated Revenues:**

10000-2500300000-755190	CA-OFF Highway Veh Park & Rec	\$51,425
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**PROJECT AGREEMENT**

PROJECT AGREEMENT NUMBER: G15-03-14-L01      PROJECT TYPE: Law Enforcement

GRANTEE: Riverside County Sheriff's Department

PROJECT TITLE: Law Enforcement

PROJECT PERFORMANCE PERIOD: FROM 08/01/2016 THROUGH 07/31/2017


MAXIMUM AMOUNT PAYABLE SHALL NOT EXCEED **\$51,425.00** (Fifty One Thousand Four Hundred Twenty Five and 00/100)

THIS PROJECT AGREEMENT is made and entered into, by and between the State of California, acting by and through the Department of Parks and Recreation, Off-Highway Motor Vehicle Recreation Division and Grantee.

The Grantee agrees to complete the project as described in the Project Description. The Grantee's Application, the Off-Highway Motor Vehicle Act of 2003 and the California Code of Regulations, Division 3, Chapter 15, Sections 4970-4970.26 are hereby incorporated into this agreement by reference.

The parties hereto agree to comply with the terms and conditions of the following attachments which by reference are made a part of the Project Agreement.

- ATTACHMENT 1 - PROJECT COST ESTIMATE
- ATTACHMENT 2 - GENERAL PROVISIONS

<b>GRANTEE</b>	<b>STATE OF CALIFORNIA</b>
AUTHORIZED SIGNATURE:	AUTHORIZED SIGNATURE: 
AUTHORIZED NAME:	AUTHORIZED NAME: Sixto J. Fernandez
TITLE:	TITLE: Grants Manager
DATE:	DATE:

FORM PREPARED BY COUNTY COUNSEL  
BY: NEAL R. KENNIS DATE: 07/28/2016

CERTIFICATION OF FUNDING (FOR STATE USE ONLY)				
CONTRACT NUMBER: C32-28-062		VENDOR NUMBER: 4000000001-06		FUND: Off-Highway Vehicle Trust Fund
INDEX: 1550	OBJECT CODE: 702	PCA: 62672	CONTRACT AMOUNT: 51,425.00	APPROPRIATION: Local Assistance
ITEM: 3790-101-0263	CHAPTER: 23/16	STATUTE: 2016	FISCAL YEAR: 2016/2017	

*I hereby certify upon my own personal knowledge that budgeted funds are available for this encumbrance.*

SIGNATURE OF DPR ACCOUNTING OFFICER: \_\_\_\_\_ DATE: \_\_\_\_\_

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2015/2016  
Agency: Riverside County Sheriff's Department  
Application: Law Enforcement**

<b>APPLICANT NAME :</b>	Riverside County Sheriff's Department		
<b>PROJECT TITLE :</b>	Law Enforcement	<b>PROJECT NUMBER (Division use only) :</b>	G15-03-14-L01
<b>PROJECT TYPE :</b>	<input checked="" type="checkbox"/> Law Enforcement <input type="checkbox"/> Restoration <input type="checkbox"/> Education & Safety <input type="checkbox"/> Acquisition <input type="checkbox"/> Development <input type="checkbox"/> Ground Operations <input type="checkbox"/> Planning		
<b>PROJECT DESCRIPTION :</b>	<p>This project is to provide for OHV related law enforcement activities within the jurisdiction of the Riverside County Sheriff's Department. The activities may include, but are not limited to patrol, barrier installation, maps, and search and rescue. The project may also include the purchase of equipment, materials and/or supplies directly related to such activities.</p> <p>The grantee is required to provide a minimum of 25% of the total project cost in matching funds.</p>		

Line Item	Qty	Rate	UOM	Grant Req.	Match	Total
<b>DIRECT EXPENSES</b>						
<b>Program Expenses</b>						
<b>1 Staff</b>						
1. Sergeant Notes : The rate shown is a hourly overtime (time and a half) rate plus benefits. The QTY represents one sergeant.  The Riverside County 2015/2016 overtime rate for a Sergeant is \$102.34. The rates are based on wage and benefits negotiated between Riverside County and the Law Enforcement Management Unit.	166.640 0	99.650	HRS	16,606.00	0.00	16,606.00
2. Law Enforcement Officers Notes : The rate shown is a hourly overtime (time and a half) rate	500.630 0	69.550	HRS	34,819.00	0.00	34,819.00

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2015/2016  
Agency: Riverside County Sheriff's Department  
Application: Law Enforcement**

Line Item	Qty	Rate	UOM	Grant Req.	Match	Total
<p>plus benefits. The QTY represents seven law enforcement officers.</p> <p>The Riverside County 2015/2016 overtime rate for a Corporal/Deputy is \$71.60. The rates are based on wage and benefits negotiated between Riverside County and the Riverside Sheriff Association Union.</p>						
<p>3. Sergeant</p> <p>Notes : The rate shown is a hourly base/straight time rate plus benefits. The QTY represents one sergeant.</p> <p>The Riverside County 2015/2016 base/straight rate for a Sergeant is \$90.70. The rates are based on wage and benefits negotiated between Riverside County and the Law Enforcement Management Unit.</p>	90.0000	90.700	HRS	0.00	8,163.00	8,163.00
<p>4. Law Enforcement Officers</p> <p>Notes : The rate shown is a base/straight time rate plus benefits. The QTY represents seven law enforcement officers.</p> <p>The Riverside County 2015/2016 base/straight rate for a</p>	150.000 0	63.660	HRS	0.00	9,549.00	9,549.00

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2015/2016  
Agency: Riverside County Sheriff's Department  
Application: Law Enforcement**

	<b>Line Item</b>	<b>Qty</b>	<b>Rate</b>	<b>UOM</b>	<b>Grant Req.</b>	<b>Match</b>	<b>Total</b>
	Corporal/Deputy is \$63.66. The rates are based on wage and benefits negotiated between Riverside County and the Riverside Sheriff Association Union.						
<b>Total for Staff</b>					51,425.00	17,712.00	69,137.00
<b>2</b>	<b>Contracts</b>						
<b>3</b>	<b>Materials / Supplies</b>						
<b>4</b>	<b>Equipment Use Expenses</b>						
	<p>1. Vehicle Operations and Maintenance Notes : The indicated amount is the yearly departmental costs for (5) Ford SUV's used by the ROVE Team and (2) Chevy Pick-Up Trucks. These costs include mileage fees, maintenance fees, lease fees, and fuel costs.</p> <p>The SUV's are also used in-conjunction with a buddy-hauler system to transport dirt bikes to different deployment areas. They are four-wheel drive and contain cages for prisoner transport. Deputies assigned to drive these vehicles during deployments provide logistical support to deputies operating OHV's in the area of operation.</p>	12.0000	2302.400	MOS	0.00	27,629.00	27,629.00

**ATTACHMENT 1**

**Project Cost Estimate for Grants and Cooperative Agreements Program - 2015/2016  
Agency: Riverside County Sheriff's Department  
Application: Law Enforcement**

	<b>Line Item</b>	<b>Qty</b>	<b>Rate</b>	<b>UOM</b>	<b>Grant Req.</b>	<b>Match</b>	<b>Total</b>
	The (2) Pick-Up trucks are used to tow the trailers used by the ROVE team. The trailers carry various OHV equipment for team sized deployments.						
<b>5</b>	<b>Equipment Purchases</b>						
<b>6</b>	<b>Others</b>						
<b>Total Program Expenses</b>					51,425.00	45,341.00	96,766.00
<b>TOTAL DIRECT EXPENSES</b>					51,425.00	45,341.00	96,766.00
<b>INDIRECT EXPENSES</b>							
<b>Indirect Costs</b>							
<b>1</b>	<b>Indirect Costs</b>						
	1. Indirect Costs- Storage Facility for vehic	12.0000	148.750	MOS	0.00	1,785.00	1,785.00
<b>Total Indirect Costs</b>					0.00	1,785.00	1,785.00
<b>TOTAL INDIRECT EXPENSES</b>					0.00	1,785.00	1,785.00
<b>TOTAL EXPENDITURES</b>					<b>51,425.00</b>	<b>47,126.00</b>	<b>98,551.00</b>
<b>TOTAL PROJECT AWARD</b>					<b>51,425.00</b>		



## ATTACHMENT 2

### Project Agreement General Provisions (Local Agencies Only)

#### A. Definitions

1. The term "State" as used herein means the California State Department of Parks and Recreation.
2. The term "Act" as used herein means the Off-Highway Motor Vehicle Recreation Act of 2003 as amended.
3. The term "Project" as used herein means the Project which is described on Attachment 1 of this agreement and in the Project Application, which is hereby incorporated into this agreement by reference.
4. The term "Application" as used herein means the individual Project Application and its required attachments pursuant to the enabling legislation, regulations, and/or Grant program, which is incorporated into this agreement by reference.
5. The term "Project Agreement" as used herein means the Application and the Project Agreement General Provisions.
6. The term "Grantee" as used herein means the party described as the Grantee on page 1 of the Project Agreement.

#### B. Project Execution

1. Subject to the appropriation and availability of Grant funds in the state budget, the State hereby awards to the Grantee the sum of money (Grant money) stated on page 1 of the Project Agreement in consideration of and on condition that the sum be expended in carrying out the purposes as set forth in the Project Description on Attachment 1 of the Project agreement and the terms and conditions set forth in this agreement.

The Grantee assumes the obligation to furnish any additional funds that may be necessary to complete or carry out the Project as described. Any modification or alteration in the Project as set forth in the Application on file with the State must be submitted to the State for approval. State's obligation to make Grant payments is limited to the Project as provided for herein, or as modified with the approval of the State.

2. The Grantee agrees to complete the Project in accordance with the Project performance period set forth on page 1 of the Project Agreement, and under the terms and conditions of this agreement.
3. If the Project includes development, the development plans, specifications and estimates or Force Account Schedule shall be reviewed and approved by the State prior to Grantee proceeding with the Project. Unless the development plans, specifications and estimates are approved by the State, the State shall have no obligation to make Grant payments for the work.

The Grantee, shall comply with all applicable current laws and regulations affecting Development Projects, including, but not limited to, legal requirements for construction contracts, building codes, health and safety codes, and laws and codes pertaining to individuals with disabilities. In addition, the Grantee shall complete the development work in accordance with the State approved development plans, specifications and estimates or Force Account Schedule. The Grantee shall make property or facilities acquired and/or developed pursuant to this agreement available for inspection upon request by the State to determine if development work is in accordance with the approved plans, specifications and estimates or Force Account Schedule, including a final inspection upon Project completion.

## ATTACHMENT 2

4. If the Project includes acquisition of real property, and the cost of which is to be reimbursed with Grant moneys under this agreement, shall as required thereby, comply with Chapter 16 (commencing with Section 7260) of Division 7 of Title 1 of the Government Code and any other applicable federal, state, or local laws or ordinances. Documentation of such compliance will be made available for review by the State upon request. Eminent domain may not be used to acquire property using the Grant funds provided by this agreement.
5. If the Project includes acquisition of real property, the purchase price shall be the fair market value of such property as established by an appraisal completed according to established current appraisal practices and methods as approved by both the Grantee and the State. Grantee agrees to furnish the State additional supportive appraisal material or justification as may be requested by the State to complete its review and approval of the fair market value.

Grantee agrees to furnish the State with preliminary title reports respecting such real property or such other evidence of title which is determined to be sufficient by the State. Grantee agrees to correct prior to or at the close of escrow any defects of title which in the opinion of State might interfere with the operation of the Project.

### C. Project Costs

The Grant moneys to be provided to the Grantee under this agreement shall be disbursed as follows, but not to exceed in any event one-hundred (100) percent of the allowable Project costs or the State Grant amount as set forth on page 1 of this agreement whichever is less:

1. If the Project includes acquisition of real property, the State shall disburse to Grantee the Grant moneys as follows, but not to exceed in any event the State Grant amount set forth on page 1 of this agreement.

State will disburse the amount of the State approved purchase price together with State approved costs of acquisition. The State may elect to make disbursement for deposit into escrow.

2. If the Project includes development, after approval by State of Grantee's plans, specifications and estimates or Force Account Schedule and after completion of the Project or any phase or unit thereof, State shall disburse to Grantee upon receipt and approval by State of a statement of incurred costs from Grantee, the amount of such approved incurred costs shown on such statement, not to exceed the State Grant amount set forth on page 1 of this agreement, or any remaining portion of such Grant amount to the extent of such statement. Grantee, upon a showing that the Project may not proceed without advance funding, may request advance payment of those funds needed up to a maximum of ninety (90) percent of the State Grant amount allocated for development upon receipt and approval by State of Grantee plans, specifications and estimates or Force Account Schedule.

The statements to be submitted by Grantee shall set forth in detail the incurred or estimated cost of work performed or to be performed on development of the Project and whether performance will be by construction contract or by Force Account. Statements shall not be submitted, nor shall State make payments, more frequently than for work performed during ninety (90) day periods unless otherwise requested by State.

### D. Project Administration

1. The Grantee shall promptly submit such progress, performance or other reports concerning the status of work performed on the Project as the State may request. In any event, the Grantee shall provide the State a report showing total final Project expenditures including State and all other moneys expended within one hundred twenty (120) days after completion of Project.
2. The Grantee shall make property and facilities maintained, operated, acquired or developed pursuant to this agreement available for inspection by the State upon request.

## ATTACHMENT 2

3. The Grantee shall use any moneys advanced by the State under the terms of this agreement solely for the Project herein described.
4. The Grantee may be provided advanced payments for Grants but only for those that are for Planning, Acquisition, and Facility Operation and Maintenance. The Grantee shall place such moneys in a separate interest bearing account, setting up and identifying such account prior to the advance, interest earned on Grant moneys shall be used on the Project or paid to the State. If Grant moneys are advanced and not expended, the unused portion of the Grant (plus interest) shall be returned to the State within one hundred twenty (120) days of completion of the Project or end of the Project performance period, whichever is earlier.

Income, after deduction for reasonable expenses associated with that income, that is earned by the Grantee from a State approved non-recreational use on an acquisition Project, subsequent to taking title by the Grantee, but before use for OHV Recreation, must be used by the Grantee for recreational purposes at the Project.

5. Equipment must be used solely for OHV related purposes unless the Applicant is funding the portion of the purchase price not dedicated to OHV purposes

### E. Project Termination

1. The Grantee may unilaterally rescind this agreement at any time prior to the commencement of the Project. After Project commencement this agreement may be rescinded, modified or amended by mutual agreement in writing.
2. Failure by the Grantee to comply with the terms of this agreement or any other agreement under the Act may be cause for suspension of all obligations of the State hereunder.
3. Failure of the Grantee to comply with the terms of this agreement or contract under the enabling legislation may be cause for suspension of all obligations of the State hereunder. However, such failure shall not be cause for the suspension of all obligations of the State hereunder if in the judgment of the State such failure was due to no fault and beyond the control of the Grantee to prevent, mitigate, or remedy.
4. Because the benefit to be derived by the State, from the full compliance by the Grantee with the terms of agreement, is the, operation, development, preservation, protection and net increase in the quantity and quality of public outdoor recreation facilities available to the people of the State of California and because such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State by way of Grant moneys under the terms of this agreement, the Grantee agrees that payment by the Grantee to the State of an amount equal to the amount of the Grant moneys disbursed under this agreement by the State would be inadequate compensation to the State for any breach by the Grantee of this agreement. The Grantee further agrees therefore, that the appropriate remedy in the event of a breach by the Grantee of this agreement shall be the specific performance of this agreement, unless otherwise agreed to by the State. Notwithstanding the foregoing, in the event of a breach of this agreement, or any portion thereof, which is due to no fault and beyond the control of the Grantee to prevent, mitigate, or remedy, the State's sole remedy shall be the reimbursement of any funds advanced or paid that pertain to the breached term or terms of this agreement.

### F. Hold Harmless

1. Grantee hereby waives all claims and recourse against the State including the right to contribution of loss of damage to persons or property arising from, growing out of or in any way connected with or incident to this agreement except claims arising from the concurrent or sole negligence of State, its officers, agents and employees.
2. The Grantee shall protect indemnify, hold harmless and defend State, its officers, agents and employees against any and all claims, demands, damages, costs, expenses or liability costs arising out of the acquisition, development, construction, operation or maintenance of the property described as the Project which claims, demands or causes of action arise

## ATTACHMENT 2

under Government code Section 895.2 or otherwise except for liability arising out of, and attributable to, the concurrent or sole negligence of State, its officers, or employees.

3. In the event State is named as codefendant under the provisions of Government Code Section 895 et seq., the Grantee shall notify the State of such fact and shall represent State in the legal action unless State undertakes to represent itself as codefendant in such legal action in which event the State shall bear its own litigation costs, expenses, and attorney's fees.
4. In the event of judgment against the State and the Grantee because of the concurrent negligence of the State and the Grantee, their officers, agents, or employees, an apportionment of liability to pay such judgment shall be made by a court of competent jurisdiction. Neither party shall request, and each party hereby waives its right to, a jury apportionment.

### G. Financial Records

1. The Grantee shall retain all financial accounts, documents, and records for three (3) years from the expiration date of the Project agreement, or three (3) years from the start of an audit engagement, whichever comes first, and until an audit started during the three (3) years has been completed and a report published.
2. During regular office hours each of the parties hereto and their duly authorized representatives shall have the right to inspect and make copies of any books, records or reports of the other party pertaining to this agreement or matters related thereto.

### H. Use of Facilities

1. The property acquired or developed with Grant moneys under this agreement shall be used by the Grantee only for the purpose for which the State Grant moneys were requested and no other use of the area shall be permitted except by specific act of the Legislature.
2. The Grantee shall without cost to State, except as may be otherwise provided in this or any other Grant agreement, operate and maintain the property acquired or developed pursuant to this agreement in the manner of and according to the provisions of this agreement, the Off-Highway Motor Vehicle Recreation Act and any related regulations, or any other provision of law which may be applicable to such operation and maintenance.
3. Use of the facilities shall comply with all applicable laws, including, but not limited to, the requirements for registration of all day use-vehicles with the Department of Motor Vehicles or identified under the Chappie-Z'berg Off-Highway Motor Vehicle Law of 1993.

### I. Nondiscrimination

1. The Grantee shall not discriminate against any person on the basis of sex, race, color, national origin, religion, ancestry, or physical handicap in the use of any property or facility acquired or developed pursuant to this agreement.
2. The Grantee shall not discriminate against any person on the basis of residence except to the extent that reasonable differences in admission or other fees may be maintained on the basis of residence and pursuant to law.
3. All facilities shall be open to members of the public generally, except as noted under the special provisions of this Project agreement.

### J. Application Incorporation

1. The Application and any subsequent change or addition approved by the State is hereby incorporated in this agreement as though set forth in full in this agreement.

## ATTACHMENT 2

### K. Severability

1. If a provision of this agreement or the Application thereof is held invalid, that invalidity shall not affect other provisions or applications of the agreement which can be given effect without the invalid provision or Application, and to this end the provisions of this agreement are severable.

### L. Governing Law

1. This agreement shall be construed in accordance with and be governed by the laws of the State of California. Any legal action arising out of the terms of this agreement shall take place in the county wherein the Project funded by this agreement is located. If the Project is located in or among two or more counties, any legal action shall be taken in the county wherein the largest land area of the Project is located.