



COUNTY OF HUMBOLDT

For the meeting of: 9/23/2025

File #: 25-1052

To: Board of Supervisors

From: District Attorney

Agenda Section: Consent

Vote Requirement: 4/5th

SUBJECT:

Humboldt County District Attorney's Organized Retail Theft Vertical Prosecution (HCDA ORTVP) Grant Program Budget Appropriation Transfer for Fiscal Year 2025-26 in the Amount of \$41,035 (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the attached budget appropriation transfer for the Fiscal Year (FY) 2025-26 HCDA ORTVP to fund the purchase of a vehicle (4/5 Vote Required); and
2. Approve the donation of the vehicle to the County Motor Pool for maintenance and insurance purposes; and
3. Direct the Auditor-Controller's office to establish a fixed asset line item for Fiscal Year 2025-26 in the District Attorney's Office budget 1100-205.

STRATEGIC PLAN:

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Safe & Healthy Communities and Core Services

Strategic Plan Category: 1001 -Support and sustain partnerships between public safety and partner agencies to enhance public safety in our communities

DISCUSSION:

The HCDA ORTVP Team was formed with funding awarded by the Board of State and Community Corrections (BSCC) ORTVP Grant Program. Vertical prosecution means a dedicated prosecutor is assigned to an organized retail theft case from beginning to end and provides a single point of contact for victims and impacted law enforcement. The funding from this grant allows the ORTVP Team and the HCDA's Office to better serve the community and address the needs of our local businesses, benefit our local economy, and enhance the quality of life for Humboldt County residents.

In FY 2024-25 it was anticipated that a vehicle could be ordered and purchased through the county procurement process and for maintenance and insurance purposes. Due to longer than normal ordering, building, and shipping timeframes the items could not finish the procurement process. Therefore, it is necessary to establish a line item within the fixed asset category in FY 2025-26. The HCDA ORTVP program would like to donate the vehicle to County Motor Pool maintenance and insurance only and ask for it to be assigned to HCDA's office for utilization.

Accordingly, it is recommended the Board approve the appropriation transfer for \$41,035 in the fixed asset category for FY 2025-26 so grant program costs may be reimbursed by grant funding.

SOURCE OF FUNDING:

California Board of State and Community Corrections (BSCC) Organized Retail Theft - Vertical Prosecution Grant Program (1100-205)

FINANCIAL IMPACT:

<i>Expenditures (1100-205)</i>	FY25-26
<i>Budgeted Expenses</i>	<u>\$41,035</u>
<i>Additional Appropriation Requested</i>	<u>\$0</u>
<i>Total Expenditures</i>	<u>\$41,035</u>

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

<i>Funding Sources (1100-205)</i>	FY25-26
<i>State/Federal Funds</i>	<u>\$41,035</u>
<i>Total Funding Sources</i>	<u>\$41,035</u>

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

Narrative Explanation of Financial Impact:

Approval of the attached appropriation transfer will allow the County of Humboldt to be reimbursed up to a maximum of \$41,035 for the purchase of a vehicle to carry out the scope of work described in the grant application for the period of Oct. 1, 2023, through June 1, 2027. Such funding also covers salary and benefits along with operating expenses in budget unit 1100-205.

STAFFING IMPACT:

There are no anticipated staffing impacts associated with this request.

OTHER AGENCY INVOLVEMENT:

California Board of State and Community Corrections (BSCC) and The California Center for Rural Policy (CCRP) (1100-205) and County Motor pool

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose to not approve the attached appropriation transfer. However, this alternative is not recommended as it would cause a loss of anticipated funding that is necessary to support the provision of services to Organized Retail Theft victims in Humboldt County.

ATTACHMENTS:

1. Appropriation Transfer FY 2025-26

PREVIOUS ACTION/REFERRAL:

Meeting of: September 24, 2024

File No.: 24-1346