



LASSEN COUNTY SHERIFF'S OFFICE

1415 Sheriff Cady Lane Susanville, CA 96130

Administration

Phone (530) 251-8013
Fax (530) 251-2884

Dispatch

Phone (530) 257-6121
Fax (530) 257-9363

Civil

Phone (530) 251-8014
Fax (530) 251-2884

Adult Detention Facility

Phone (530) 251-5245
Fax (530) 251-5243

John McGarva
Sheriff - Coroner

To: Lassen County Board of Supervisors

From: Michael Loflin – Sergeant

Date: October 21, 2025

Agenda Date: November 18, 2025

Subject: Board Resolution for 2025-2026 Financial Aid and Financial Aid Agreement, Department of Alcoholic Beverage Control's ABC-OTC Grant Program through the National Highway Traffic Safety Administration.

Discussion: Attached you will find the completed Financial Aid agreement for the fiscal year 2025-2026 to the State of California, Department of Alcoholic Beverage Control. The agreement process requires a minute order be issued authorizing County participation in the program, along with a signed Resolution. The grant will be instrumental to the enforcement of alcohol laws in the County of Lassen. The grant will provide the funding necessary to conduct controlled buys, using minor decoys, to enforce State laws and check compliance of retailers selling alcoholic beverages in the County of Lassen. Furthermore, the grant will provide funding for education of alcohol laws and alcohol abuse to minors through our Youth Services Program.

Recommendation: The Lassen County Board of Supervisors approve the attached Resolution and Financial Aid Agreement to the State of California, Department of Alcoholic Beverage Control for participation in the Fiscal year 2025-2026, direct the Lassen County Clerk to prepare a Minute Order authorizing Sheriff McGarva to sign the Agreement for Financial Aid for Fiscal year 2025-2026 on behalf of Lassen County, authorizing program participation.

Fiscal Impact: Potentially provide \$30,000 in revenue to the Lassen County Sheriff's Office for alcohol enforcement and education for the fiscal year 2025-2026.

RESOLUTION NO. 25 _____

WHEREAS, THE Lassen County Sheriff's Office desires to undertake a certain project designated as ABC-OTC Grant to be funded in part from funds made available through the Alcohol Policing Partnership (APP) Program administered by the Department of Alcoholic Beverage Control (hereafter referred to as ABC);

NOW, THEREFORE, BE IT RESOLVED that the Sheriff of Lassen County execute on behalf of Lassen County Board of Supervisors the attached contract, including any extensions or amendments thereof and any subsequent contract with the State in relation thereto.

IT IS AGREED that any liability arising out of the performance of this contract, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and ABC disclaim responsibility for any such liability.

BE IT FURTHER RESOLVED that grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

IT IS ALSO AGREED that this award is not subject to local hiring freezes.

I hereby certify that the foregoing is a true copy of the resolution adopted by the Lassen County Board of Supervisors of Lassen County in a meeting thereof held on 11/18/2025 by the following:

Vote:

Ayes:

Nays:

Absent:

Signature: _____ Date: _____

Typed Name and Title: _____

ATTEST: Signature: _____ Date: _____

Typed Name and Title: _____

RESOLUTION NO. _____

I, MICHELE YDERRAGA, Clerk of the Board of the Board of Supervisors,
County of Lassen, do hereby certify that the foregoing resolution was adopted by
the said Board of Supervisors at a regular meeting thereof held on the _____
day of _____, 2025.

Clerk of the County of Lassen Board of Supervisors

DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL

3927 Lennane Drive, Suite 100
Sacramento, CA 95834
(916) 419-2500



September 26, 2025

Sheriff-Coroner John McGarva
Lasson County Sheriff's Office
1415 Sheriff Cad Lane
Susanville, CA 96130

Re: ABC-OTS Grant Program

Dear Sheriff McGarva:

Congratulations. Your agency has been selected to participate in the Department of Alcoholic Beverage Control's ABC-OTS Grant Program. Funding for this project is provided by the Office of Traffic Safety through the National Highway Traffic Safety Administration.

We anticipate operations to begin upon completion of the one-day mandatory training class for your operations officer. Fiscal Officers will be contacted by our Fiscal Coordinator; Kristine Okino for training how to submit claims for reimbursement.

Since the grant starts October 1, 2025, you can make pre-paid travel arrangements on or after that date for your operations officer to attend the training. Pre-paid travel purchased prior to October 1st will not be reimbursed. The information regarding the date, location and authorized per diem rates are enclosed.

To expedite the issuance of your contract, please review and complete the enclosed ABC-OTS Grant Program Information Sheet. In addition, we will also need a resolution from your agency's governing body. Since these resolutions must be put on calendar, we ask that you do so as soon as possible. For your convenience attached is a sample resolution format.

Please mail, or email the Grant Information Sheet to our Grant Coordinator; Diana Fouts-Guter, at 3927 Lennane Drive, Suite 100, Sacramento, CA 95834, or at Diana.fouts-guter@abc.ca.gov.

If you have questions, please contact Grant Supervisor Daniel Sumida via email at daniel.sumida@abc.ca.gov.

We appreciate your prompt response and look forward to working with your agency.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Tupy", is located below the "Sincerely," text.

Paul Tupy
Director

Enclosures



State of California
Department of Alcoholic Beverage Control
ABC-OTS Grant Program Information Sheet

Contract will be between: The Department of Alcoholic Beverage Control and
The County of Lassen through the Lassen County Sheriff's Office

Mailing Address: 1415 Sheriff Cady Lane, Susanville, CA 96130

Funding Amount: \$ 30,000

Authority to Sign Contract Name/Title: _____

Address if different from above: _____

Federal Tax ID Number: _____

Operations Officer:

Attending Training (Circle)
YES/NO

Print Name: _____

Telephone Number: _____

Email Address: _____

Fiscal Officer (responsible for preparing billings to ABC):

Print Name: _____

Telephone Number: _____

Email Address: _____

RETURN COMPLETED FORM TO:

Diana Fouts-Guter
Grant Coordinator
Department of Alcoholic Beverage Control
3927 Lennane Drive, Suite #100
Sacramento, CA 95834
Diana.fouts-guter@abc.ca.gov
Office: (916)928-9807