



BOULDER CITY POLICE DEPARTMENT

11/07/19

Off-Highway Vehicles Grant Program Selection Committee
901 S. Steward Street, Suite 1001
Carson City, NV 89701

RE: BOULDER CITY OFF-HIGHWAY VEHICLE PROGRAM Submittal

Dear Committee Members,

Boulder City, through the City Police Department, has established a comprehensive Off-Highway Vehicle Program. We initiated program planning in the last quarter of 2016. By September 1, 2017, we were able to assign an officer to this program as part of his daily duties. This upgrades to fulltime for the summer months. The OHV Grant funding support we received in 2018/2019, has permitted us to move our concept into an operating program

Our developing program has several facets encompassing linked essential elements. Our goal is to continue expanding our education and informational programs, both with structured events and through OHV operator contacts during regional patrols. We will continue to expand our participation in regional registration and safety inspection events. Additionally, we will enhance our regional patrols in areas frequented by OHV enthusiasts. It is towards those goals we are making the grant request.

We look forward to continuing our partnerships with you, well as with Clark County, the Lake Mead Recreation Area, BLM and other local entities. These partnerships helps ensure a quality comprehensive OHV program facilitating enhanced experiences as well as properly educated and equipped users.

The City encompasses @240 sq. miles of the Las Vegas metropolitan region. Much of the area is open and available for OHV utilization, as well as other outdoor activities. We are a gateway into other adjacent recreational areas. The City borders the Lake Mead Recreation Area to the east, the Sloan Canyon National Conservation Area to the west, vast open unincorporated desert areas to the south, open lands to the north as well as part of the River Mountain Loop Trail and encompasses the Boulder City Conservation Area. The region sees daily off-highway vehicle utilization, which has markedly increased over the past 2 years.

Two years ago, we lacked an OHV program any kind. With the 2018/2019 grant assistance augmentation, we took our concept to an operational comprehensive program. Our program promotes awareness, targets environmental protection of lands and trail systems, as well as endangered indigenous plants and animals. At the same time, we have started programs to help enthusiasts have a safe and enjoyable OHV experience, register OHVs, conduct safety inspections and juvenile training. We are requesting augmentation grant funding in the amount of \$30,000, to assist and enhance our efforts in a number of areas.

This funding would aid in equipping our personnel with OHV operational safety equipment. It would supply some augmentation operational funds for our OHV vehicles. The majority of the grant funds would provide overtime funds to expand staffing hours by augmenting our on duty personnel with officers on overtime. This enhanced staffing would allow us to improve field operations, conduct enhanced educational/informational meetings/seminars, and boost training/vehicle inspection/registration "rodeos." This funding would also aid us in procuring pass-out material such as maps, informational pamphlets, etc.

Thank you for considering our proposal.

Sincerely;

A handwritten signature in black ink, appearing to read "Timothy J. Shea", is written over the printed name and title. The signature is stylized with a large, looping initial 'T' and 'S'.

Timothy J. Shea
Chief of Police



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Off-Highway Vehicles Program
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NEVADA OFF-HIGHWAY VEHICLES PROGRAM

2020 GRANT APPLICATION PAGE 1

Nevada Commission on Off-Highway Vehicles

Nevada Department of Conservation and Natural Resources

This application has FIVE sections which are all REQUIRED to be filled out in full. To avoid disqualification, all application areas must be concise and complete; certifications must be signed and dated. Denied applications: correspondence will be sent to applicant by email describing the reason for declaring the application incomplete.

SECTION I - PROJECT AND APPLICANT INFORMATION

1. **Project Name:** Boulder City Off- Highway Recreational Vehicle Program
2. **Project Dates:** *Expected Start:* On-Going *Expected Completion:* Year-to-Year
3. **Applicant Name:** Chief of Police Timothy J. Shea

Mailing address: Boulder City Police Department


1005 Arizona St., Boulder City, Nevada 89005

Phone: 702-293-9267 (Office) 702-232-0120 (cell)

Email: tshea@bcnv.org

4. **Classification of Applicant:** *(check one)*

☐ Federal ☐ State ☐ County ☒ **Local/Municipal** ☐ Other: _____
☐ Partnership ☐ Non-profit ☐ for Profit ☐ Individual



Applicant Signature
(Chairperson/President/Authorized Official)

11/7/19

Date

5. Project Manager: Sergeant Aaron Johnson

Mailing address: Boulder City Police Department

1005 Arizona St., Boulder City, Nevada 89005

Phone: 702-293-9413 (Office) 702-466-4329 (Cell)

Email: ajohnson@bcnv.org

6. Classification of Land Control: (check all that apply)

X Federally managed public land ☐ Private Land **X County** **X City**

X Other: Boulder City Conservation Easement

☐ Lease; Attach copy of lease with expiration date.

☐ R&PP; Attach copy of lease with expiration date.

If the proposed project is to be carried out on public land, attach any applicable written agreement with any government entity having jurisdiction over that land, including permits, leases, easements, and rights-of-way. NAC 490.135

7. Landowner: _____

Mailing address: _____

Phone: _____

Email: _____

8. THE LANDOWNER MUST PROVIDE A LETTER STATING THAT:

(See example Appendix B)

- a) Landowner has read the Request for Grant Application package;
- b) Landowner agrees with the application and the terms of the grant;
- c) Landowner holds an interest in the subject land that is sufficient in scope and authority to allow the applicant to complete the proposed project and operate and maintain the proposed project after its completion;
- d) Landowner is legally committing to maintain the trail/facility and will allow public motorized access to such trail/facilities for 25 years or the normal life of the project; and
- e) Landowner agrees to provide any match or other tasks in the application that are assigned to Landowner.

The State may require the landowner/agency to be co-grantee on the grant agreement/contract.

9. Project Costs: (Please do not submit match not directly related to the project)

State OHV Grant Request: \$ 26,500
Other Funds: **\$139,951**
Total Project Amount \$166,451 100%

What are the sources or Partners for your leveraged (other) funds?

☐ Federal ☐ Private ☐ In-kind ☒ **City** ☐ Other

Please *describe* additional funding source(s):

Type here: The City will cover all on duty personnel costs, which includes all supervision, program planning and coordination as well as at least on-duty fully equipped and trained Police Officer 1 ten hour shift per week during the school year, and 40 hours per week during non-school periods. The City will supply vehicles along maintenance and fuel, etc. The grant request is for officer overtime funds to augment on-duty hours, officer safety equipment and related informational material printing. Also included in match cost estimate is salary costs for daily patrol duties in the 87,000 acre Boulder City Conservation Easement, where the officer, who is part of our OHV Unit, interacts with OHV enthusiasts operating vehicles within the easement.

10. LETTERS OF SUPPORT FROM PARTNERS are required:

- a) Confirming they agree to the terms of the grant; and
- b) That they are committed to providing match/cash or other tasks in the application that are assigned to them.

Other letters of support are limited to three (3). Please attach them to the application.

11. Project Type(s) (NRS 490.069 Sec.2c) check all that apply:

- ☐ Studies or planning for trails and facilities;
 - Environmental Assessments and Environmental Impact Studies.
 - Other studies _____
- ☐ Acquisition of land for trails and facilities
- ☒ Mapping and signing of trails and facilities
- ☒ Reconstruction, enhancement or maintenance of existing trails and facilities
- ☐ Construction of new trails and facilities
- ☒ Restoration of areas that have been damaged by the use of off-highway vehicles.

☐ The construction of trail features, trailheads, parking, or other ancillary facilities which minimize impacts to environmentally sensitive areas or important wildlife habitat areas.

X Safety training and education related to the use of off highway vehicles and registration

X Compliance and enforcement (See Appendix C, Enforcement Strategy example)

Note: Operations & management, and purchase or lease of equipment associated directly with a project are eligible.

12. All Trail USERS: (check all that apply)

X Mountain Biking

X Hiking/Backpacking

X Equestrian

X Single track motorcycle

☐ Snowmobiling

☐ Snowshoe/ski

X ATV quads

X Dune buggy

X UTV Side by side

☐ Race Course

☐ Skills riding course

Please explain how you intend to manage user interactions:

We manage user interactions through education programs, informational postings, social media, news media, hand-outs, signage and on-scene contacts.

13. Scope of Work: Please describe *exactly* what work will be completed. Programs, planning, NEPA, surveys, mapping, include miles of trail, trail type and other quantitative goals including a timeline for completing the work. NAC 490.1375. If purchase of equipment is included, please explain where/how it will be housed and maintained. (In order to avoid duplication, **do not include** justification or narrative in this section; refer to Section V, Scoring Narrative).

Type here: Continue our comprehensive OHV Education and Enforcement Program for the City of Boulder City. This program includes working with other regional agencies, our various city departments, the Chamber of Commerce and State and Federal agencies, such as the National Park Service, and BLM. The program has a strong emphasis on education and training, to include OHV "rodeos," interactions with local OHV organizations and businesses, OHV registration events, garbage removal and trail maintenance.

14. Standards/Guidelines that will be applied to your project:

- ☐ Universal Access to Outdoor Recreation - A Design Guide
- ☐ USFS Standard Specifications for Construction & Maintenance of Trails
- ☐ BLM Handbook 9114-1 Trails
- ☐ NOHVCC Handbooks

Other: _____

15. Has the applicant received funding from the OHV Program in the past?

☐ No ☒ Yes

Number of projects funded: 1

Amount of funding Received: \$45,000

Number of projects Completed: 1

SECTION II – LOCATION, MAPS, PHOTOS

Project Location:

County: Clark

Nearest Municipality/Town/City: Boulder City

Center of project: Latitude: 35.841328 Longitude: 114.841187\

If the shape-files for the trail system are available, please submit them in the e-file. The shape-files of the trail will be required at project end. Program will assist in the collection of the data if needed.

**MAPS ARE A VERY IMPORTANT PART OF THE APPLICATION. THEY ARE REQUIRED AND CONSIDERED PART OF THE FINAL AGREEMENT IF FUNDED.
PLEASE PROVIDE READABLE, PROFICIENT MAPS.**

Required Maps: for all maps please include a legend, north arrow, scale, and map name.

Topographic maps preferred. You may include *additional* aerial/google maps.

X General location map (showing project area within the state or county)

☐ Topographic map (7.5 minute series quadrangle, 1:24,000 scale) with project boundary and map name Township: _____ Range: _____ Sections _____

☐ Detail map indicating specific project elements (e.g., structures, trail alignment)

- Maps larger than 11x17 will not be accepted

Please attach the following photographs:

- ☐ *At least two (2) overviews of the project area from different angles and distances.
(Good photographs at trail level and google aeriels help the scoring committee to understand the location, depth and breadth of your project.)*

SECTION III - Federal Lands or Other

Federal Environmental Compliance

A. If Federal funds or Land are a part of the project and NEPA was completed, indicate which document was produced, and **please attach the decision document to this application:**

- ☐ Record of Decision (ROD)
- ☐ Finding of No Significant Impact (FONSI)
- ☐ Categorical Exclusion (CX)
- ☐ SHPO 106 compliance/concurrence letter.
- ☐ Other compliance documents already completed. (do not attached the EA or EIS)

X Not applicable

If NEPA or planning is a part of the project describe the steps in the Scope Section I, #13.

SECTION IV - BUDGET

Proposed Budget: Provide your budget details to include at a minimum the items in the following table. You may create your own spreadsheet.

- Your budget must align clearly with your scope of work from #13. Be specific, as your application will rate higher.
- Reminder: Include all sources of funds for the completion of the project including federal, in-kind, private/city/county and state funds.
- **It is recommended that you attach copies of estimates to support your budget, and identify what each contract will include.**

Item Description	Item Description	OHV Grant Request	Federal Funds	Other Funds	Total Cost
Contracts: studies		0	0	0	0
Contracts: planning , design, engineering construction		0	0	0	0
Direct labor costs Salaries, including fringe, actual costs	This request is for overtime for officers to augment on-duty officers	\$25,000		\$135,651	\$160,651
Volunteer or donated labor/in-kind # Hrs. skilled labor @\$24.14/hr. (not required but is important for scoring higher) (You will have to provide paperwork for this in your reporting to receive score points)	We will augment paid officers with non-paid Reserve Officers as well as our Mounted Volunteers and Police Citizen Volunteers Estimate at least 400 hours/FY	0	0	0	0
Purchase or rental of equipment - Specify type of equipment – cost- # of days. <i>Attach estimate or quote.</i>		0	0	0	0
Purchase of Materials, Items & cost or group of items.	Educational pamphlets and handouts, maps	\$500	0	\$500	\$1000
Travel Costs, Per -diem					
Vehicle gas and maintenance standard is now at .58 per mile. Estimate miles.	We utilize several vehicles & types. Mileage is difficult to estimate given the various events and interactions planned. Rough estimate: @10,000 to 12,000 per FY	0	0	0	0
Other: be specific	Protective Equipment and specialty uniforms	\$1000		\$3800	\$4800
Totals		\$26,500		\$139,951	\$166,451
Percentages		16%		84%	100%

SECTION V – PRIORITIES AND SCORING NARRATIVE

THE SCORING PRIORITIES ARE LISTED IN ORDER OF PRIORITY.

Address the following eleven (11) criteria in the order listed below.

- **Please tell us how your project/program meets each criteria.**
 - **Be specific and concise with your answers.**
 - **Please submit no more than five (5) double-sided pages for your Narrative.**
 - **If attached additional pages, ensure the question being answered is referenced.** (If not applicable, answer N/A.)
1. **Law Enforcement Strategy that addresses registration enforcement, including Public Education & Outreach aimed at increasing renewals and new registrations:** *Please describe how your project will increase the number of OHV registrations on the district. How will the equipment and time be used to increase OHV safety and awareness? What is your department's history of patrolling for safe OHV Recreation?*
 2. **Enhancement or Maintenance of existing trails and facilities:** *Describe the maintenance intervals for your project. How will maintenance needs be prioritized and how often will your project hold a maintenance/ trails enhancement event? HOW will your project be maintained and WHO has committed to the ongoing maintenance of the facility or trail. (note: a minimum of 2 maintenance/ trail events are required per year)*
 3. **Training:** *Please describe the goals and objectives of your public training program, i.e., Public Education, Rider Classes, Safety, Trail Building, or Outdoor Ethics. Number of people trained, contacts made, etc.*
 4. **Trail mapping and signing of existing trails and facilities:** *If a mapping component is included in the grant, please describe how it will be integrated with the current web mapping application found on OHV.NV.GOV*
 5. **Connectivity/Loops:** *Please describe the increase in connectivity between trails, facilities and other locations that your project/program would provide or enhance when completed. Attach maps if necessary, i.e., towns, parks, areas, trails, etc.*
 6. **Planning, Environmental Studies, Conservation:** *Describe how the environmental studies, conservation and/or planning will mitigate resources impacted by OHV recreation. How will your project contribute to the conservation of our natural resources?*
 7. **Access:** *Please describe how your project/program ensures protection of access. Explain what access/opportunities would be lost or restricted if the project doesn't occur.*
 8. **Partnering and Leverage:** *Please describe coordination that has occurred with stakeholders, partners and the public in which all interests have had an opportunity to be heard related directly to this project/program.*

- 9. Economic Integration:** *Please describe how your project/program increasing Off Highway Motorized recreation in the develops outdoor recreation opportunities that help local, regional, or state economies grow (e.g., economic impact, additional OHV funding sources, improved user or business group participation, Road use resolutions and OHV friendly Communities.)*
- 10. Demand for New Facilities:** *Please provide justification for NEW facility/program development: restrooms, trails, signs, and other amenities.*

11. SECTION VII – SCORING NARRATIVE *Additional Narrative*

1. Public Education, Law Enforcement & Outreach

Boulder City Police OHV program is developing into a multi-faceted program with a heavy emphasis on education and outreach. Additionally, the program dovetails into the work we are currently doing in the Boulder City Conservation Easement. We will continue to conduct informational events that include vehicle inspections and registration. We plan to enhance these events to include driving instruction and supervised driving targeting young drivers and novice operators, as well as parents, vehicle inspections and vehicle registrations. In conjunction with the satellite DMV we operate with Police Department personnel we promote/facilitate some of the vehicle registrations as part of our events and emphasis actions. During patrols of the open areas and trails, our officers are trained and equipped to meet the primary goals of our project through one-on-one contacts. Enforcement action is always be an option, however, education, awareness, training and facilitating are the primary aspects this program.

We continue to work with the Chamber of Commerce, schools, local OHV clubs and organizations as well as OHV-related businesses in our community to promote our program.

2. Trail Mapping:

Most of the @240 square miles of Boulder City is open area, crisscrossed with trails and unpaved roads. These trails and roads frequently lead directly into vast tracks of BLM lands and the Lake Mead National Recreation Area. One of the tasks assigned unit personnel is, in partnership with BLM and the National Park Service, to develop, publish and distribute, both in hard copy and electronically, accurate and usable maps of trails, tracks and unimproved roadways that can be utilized for OHV enthusiast. These will have areas clearly marked for what is permitted and/or restricted, as well as usable access points, parking areas, and other pertinent information.

3. Access:

Currently, there is no clear way to determine just where there are legal/preferential access points, roads and trails. Word of mouth coupled to trial and error are the norm. This leads to anger among area residents, self-attempts to block access and other confrontational incidents.

Personnel assigned to our program will continue to work our Parks Department, Public Works, Community Development, OHV organizations and local community representatives to identify appropriate access points and promote signage and maps indicating such access points and parking areas. One goal is to develop and place informational kiosks at access choke-points that will provide appropriate information to those engaging in OHV activities.

4. Demand for New Facilities:

We are not requesting grant support for signage or facilities of any kind. These will be handled through our Public Works and Parks Departments and our existing facilities.

5. Connectivity:

Being on the fringe of metropolitan Las Vegas, positioned between that large population, the Lake Mead Recreation Area and vast tracks of open BLM lands, large numbers of people attempt to use Boulder City as a “gateway” for utilizing their OHVs and ATVs. They also try to access riding areas within our 240 sq miles of city. Presently, maps are lacking showing accessible trails and entrance areas. Even OHV-based tour companies have difficulty navigating where they can operate and just what trails and roads provide routes to the rideable areas. Our program will continue to provide the information through a coordinated effort with the Park Service and BLM to ensure trails are properly identified and those areas that can be utilized are identified and access maintained.

Through our area patrols, the informational/registration and other educational events, as well as interactions with our partner agencies, users will continue to be able to determine where they can access areas, and where they can operate. This will increase the ability of enthusiast to access areas and move into recreational areas adjacent to the city.

6. Environmental Studies, 7. Design for Conservation & 8.. Existing Facilities

We currently have a dedicated patrol operation a minimum of 4 days per week in the large Boulder City Conservation Area. The utilization of that area, as well as the areas adjacent, will continue to be enhanced be enhanced through the programs established and starting to become operational in our embryonic program as well as those still under development and or/ in the initial planning stages.

During this grant period, we plan to begin installing informational signage that will permit easy identification and therefore proper utilization of the many trails, unimproved roadways and large dry lake beds through the immediate region. Our enhanced patrol made possible by the initial grant (2018/2019) permitted our OHV personnel to identify and remove dumped debris and trash, and aid in trail/roadway maintenance and erosion mitigation. We will continue to be an active presence, as well as an educational and awareness source, to help diminish the illegal taking of animals and native plants from our outlying areas.

9. Leveraged Projects

The OHV program will continue to have substantial proportional funding through the City's General Fund. While working with BLM, the National Park Service, Clark County and the Department of Wildlife, we are not asking for any funding support from these entities. Other than the already established contract with Clark County relative to the Boulder City Conservation Area, all programs and actions are with our existing budget. The support we are asking for through this grant application would constitute approximately 16% or less of the total program cost. Every area where we are requesting some financial assistance has matching funds allocated.

10.. Partnering

The OHV program we established beginning Set 2017, is based on partnerships. The concept of scope and operations was established in talks with the local Chamber of Commerce, local OHV groups and affiliated businesses, and citizens who come to the region and were/are attempting to utilize trails and unimproved roadways for OHV activities. Our OHV program will have public event rodeos and information interactions with those groups to maximize the accessibility and understanding of boundaries, rules and restrictions for the various areas and adjacent lands.

We collaborate with Clark County with the Boulder City Conservation Easement. A large undeveloped area where we have an officer assigned fulltime. We cooperate with BLM and the US Park Service because of the adjacent BLM lands and the Lake Mead Recreation area. One goal of our program is to provide" gateways" into the utilization of those areas through the access roads and trails in the City. Due to the city's location and 240 sq. miles of mostly open areas contained within the city limits, moving into, through those adjacent areas requires utilizing the roads, and trails within the city. Collaborating is the only way our program will meet its goals; those partnerships are the keys to being successful. One of our goals is to provide mediums that will enhance the ability to utilize the available trails and unimproved roadways to increase the OHV opportunities and experiences in a regional environment.

11. Youth and Family Engagement

A cornerstone of our OHV program is directed towards young emerging users and families. We will continue to enhance the education and awareness training we began in the initial grant period of 2018/2019). We plan to develop and implement an extension of the current awareness/inspection events and to host a “rodeo-concept” where families can bring their children starting to engage in OHV activities, to include motorcycles. We plan to have instruction and safe handling and operations training geared specifically to those younger enthusiasts. Not only will these events include hands-on instruction, but also include safety equipment demonstrations, vehicle inspections and related opportunities.

We are going to continue to hold “clean-ups” and other community related events through the local clubs and youth groups to go into the areas and remove trash and debris as community-service type projects.

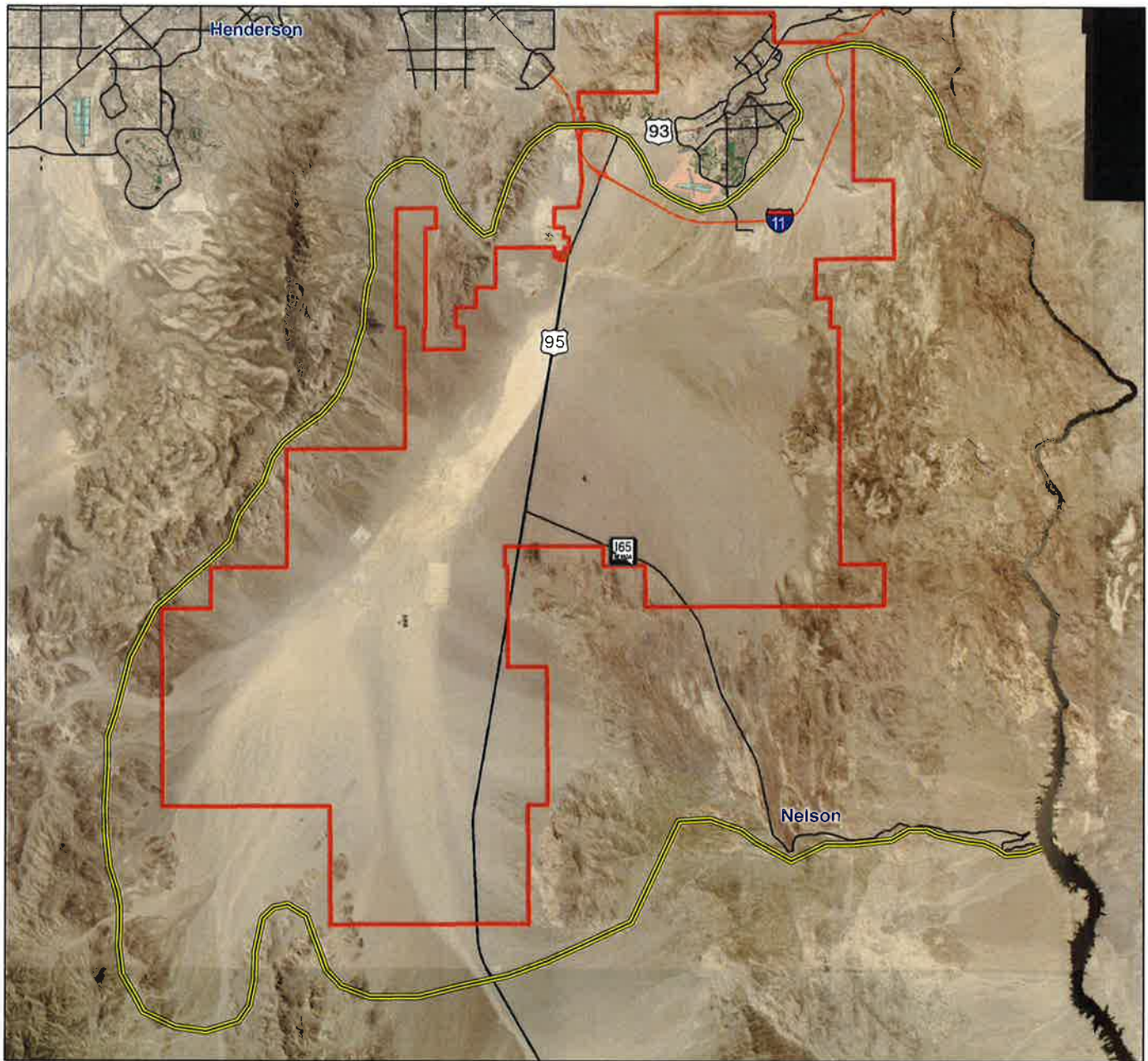
12. Economic Integration

The OHV program through its informational maps, pamphlets, community and business meetings and workshops will provide information to areas, accessibilities for individual, club and tourist businesses catering to OHV-type tours. We have found through initial group and business contacts that this information is solely lacking thus resulting in confusion, misunderstanding and a general underutilization of the available areas and resources. By eliminating a lack of information and mis-information we hope to open opportunities for OHV operations to include commercial operations such as OHV guided tours which are in their infancy, however expected to grow.



14. Maintenance

The City of Boulder City, through primarily the Police and Parks Departments, is committed to maintaining an OHV program. The program has been established and is running with resources committed and personnel assigned. The request for funding assistance through this application process constitutes an estimated 16% of the two-year operating costs. This 16% is to augment and enhance specific areas where we have not been able to secure funding to the level we believe adequate to reach our goals. We want to continue to operate and fully develop our embryonic OHV program into one we envision as being more heavily weighted towards, education, training and maintaining accessibility. The grant assistance will strengthen the partnership with the State, and will permit to continue of the path we started with our initial grant award for 2018/2019).

Boulder City OHV Program Primary Operating Area



Legend

-  Police Patrol Area for OHV Grant Application
-  City Limits

Proposed Patrol Area covers
400 square miles



0 4 8 Miles



Map prepared by:
Brok Armantrout
Manager, Special Projects
City of Boulder City, Nevada

Version: 1.0
Reprint Date: October 25, 2017

