

FS Agreement No. 16-LE-11051360-002
Cooperator Agreement No. 005**EXHIBIT A**

**COOPERATIVE LAW ENFORCEMENT ANNUAL PATROL OPERATING PLAN &
FINANCIAL PLAN**
Between The
LAKE COUNTY SHERIFF'S DEPARTMENT
And the
USDA, FOREST SERVICE
MENDOCINO NATIONAL FOREST

2017 ANNUAL PATROL OPERATING AND FINANCIAL PLAN

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between the Lake County Sheriff's Department, hereinafter referred to as "the Cooperator," and the USDA, Forest Service, Mendocino National Forest, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #16-LE-11051360-002 executed on December 9, 2015. This Annual Operating Plan is made and agreed to as of the last date signed below and is for the estimated period beginning October 1, 2016 and ending September 30, 2017.

Prior Year Carryover: \$11,000

FY17 Obligation: \$0

2017 Total Annual Operating Plan: \$11,000

I. GENERAL:

A. The following individuals shall be the designated and alternate representative(s) of each party, so designated to make or receive requests for special enforcement activities.

Principal Cooperator Contacts:

| Cooperator Program Contact | Cooperator Administrative Contact |
|--|--|
| Brian L. Martin, Sheriff Lake County Sheriff's Department 1220 Martin Street Lakeport, CA 95453-9708 Telephone: (707) 262-4091 FAX: (707) 262-4220 Email: brian.martin@lakecountyca.gov | Chris Macedo, Undersheriff Lake County Sheriff's Department 1220 Martin Street Lakeport, CA 95453-9708 Telephone: (707) 262-4200 FAX: (707) 262-4220 Email: chris.macedo@lakecountyca.gov |

**Principal Cooperator Contacts – Continued:**

| Cooperator Alternate Program Contact | Cooperator Finance Contact |
|---|--|
| Chris Chwialkowski, Captain Lake County Sheriff's Department 1220 Martin Street Lakeport, CA 95453-9708 Telephone: (707) 262-4089 FAX: (707) 262-4220 Email: chris.chwialkowski@lakecountyca.gov | Mary Beth Strong, Accountant Lake County Sheriff's Department 1220 Martin Street Lakeport, CA 95453-9708 Telephone: (707) 262-4218 FAX: (707) 262-4225 Email: MaryBeth.Strong@lakecountyca.gov |

Principal U.S. Forest Service Contacts:

| U.S. Forest Service Program Manager Contact | U.S. Forest Service Administrative Contact |
|--|--|
| Michael Casey, Patrol Captain 825 N. Humboldt Avenue Willows, CA 95988 Telephone: (530) 934-1261 FAX: (530) 934-1128 Email: mecasy@fs.fed.us | Heather Rivera, Administrative Specialist 1323 Club Drive Vallejo, CA 94592-1110 Telephone: (707) 562-8646 FAX: (707) 562-9031 Email: hrivera@fs.fed.us |
| U.S. Forest Service Program Coordinator Contact | U.S. Forest Service Grants & Agreement Contact |
| Chad Krogstad, Patrol Commander 1323 Club Drive Vallejo, CA 94592-1110 Telephone: (707) 562-9125 FAX: (707) 562-9031 Email: ckrogstad@fs.fed.us | Monica E. Irvin, G&A Specialist 1323 Club Drive Vallejo, CA 94592-1110 Telephone: (707) 562-8816 FAX: (707) 562-9144 Email: mcirvin@fs.fed.us |

B. Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise:

MILEAGE AT \$0.41/MILE PATROLLED

BASE WAGE AT \$42.00/HOUR

OVERTIME WAGES AT \$58.00/HOUR

**II. AGREEMENTS:**

Subject to available manpower and funding, it is hereby agreed:

1. The Lake County Sheriff's Department Agrees:

- a. Provide protection of persons and their property when they are visiting or using the Mendocino National Forest, and to utilize the opportunity to cooperate with the State and Federal agencies in carrying out their specific responsibilities related to the National Forest System.
- b. Mutually work together with the Forest Service Law Enforcement Officers on criminal activities occurring on National Forest system lands.
- c. Work cooperatively and assist other Forest Service employees working with resource management issues within Lake County.
- d. When requested by the Forest Service, the County will dispatch additional sworn deputies, within availability of personnel, to assist with investigations, apprehensions, or detaining individuals suspected of offenses against the National Forest.
- e. Deputies assigned to these patrols will be regular Deputy Sheriffs, meeting California Peace Officer Standards for Training. The purpose for these patrols is to provide protection for the public and law enforcement assistance to the Forest Service Law Enforcement Officers.
- f. Advise the Forest Service of all major ongoing incidents, investigations, and/or search & rescue activities, occurring on National Forest systems lands when Forest Service employee's safety, and/or resources may be at risk.
- g. Complete and provide the Forest Service with Form: FS5300-5, Cooperative Law Enforcement Activity Report (attached). This form identifies the number and types of crimes occurring on NFS lands.
- h. Deputies operating under this agreement will provide a patrol log identifying services rendered and activities performed. The patrol logs will be provided to the Patrol Captain by the County. No payment will be authorized until the patrol logs are received.
- i. Provide dispatch services to authorized Forest Service Law Enforcement Officers.
- j. To furnish quarterly, itemized statements of expenses to the Forest Service for expenditures.

**2. The Forest Service agrees:**

- a. Promptly provide the County with information on incidents involving criminal activity associated with crimes against persons and/or their property within the National Forest.
- b. When requested by the County, to dispatch Law Enforcement Officers, within the availability of the Forest Service, to incidents within the National Forest system lands, or having a nexus to the National Forest system.
- c. To advise the County of all major ongoing incidents, investigations, and/or operations that may require assistance from the County.
- d. To loan the Lake County Sheriff's Office equipment as needed and when mutually agreed upon by both parties.
- e. That any action taken by a Lake County Deputy, acting under this agreement, to protect life, property, and/or resources on National Forest lands will be considered a reimbursable service.
- f. To process Claims for Reimbursement from Lake County within 30 days of receipt.

III. PATROL ACTIVITIES:

- A. Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both the Cooperator and the U.S. Forest Service. Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity.

1. Patrol on following U.S. Forest Service roads:

Lake Pillsbury Basin Area: To make vehicle patrols within the Lake Pillsbury Basin, to include campgrounds and public access roads. Time and duration will be agreed upon by the Cooperator and the U. S. Forest Service. Primary patrols will be conducted during HIGH visitor use season: May 15, 2017 through September 30, 2017.

2. Patrol in the following campgrounds, developed sites, or dispersed areas:

Mendocino National Forest, General Patrol: High visibility patrol during opening weekends of deer season (Rifle). This includes all campgrounds and dispersed campsites within Lake County of the Mendocino National Forest.



Total reimbursement for this category shall not exceed the amount of: **\$9,000.00**.

Unused dispatch funds may be used for patrol activities, in which case the maximum reimbursement may not exceed the amount of: **\$11,000.00**.

IV. DISPATCH SERVICES:

See Cooperative Law Enforcement Agreement Provision IV-L for additional information.

Total reimbursement for this category shall not exceed the amount of: **\$2,000.00**

V. EQUIPMENT:

See Cooperative Law Enforcement Agreement Provisions IV-L, IV-M and IV-N for additional information.

No funds are authorized for equipment purchases unless otherwise agreed to in advance of any equipment purchases

VI. SPECIAL ENFORCEMENT SITUATIONS:

- A. Special Enforcement Situations include but are not limited to: Fire Emergencies, Drug Enforcement, and certain Group Gatherings.
- B. Funds available for special enforcement situations vary greatly from year to year and must be specifically requested and approved prior to any reimbursement being authorized. Requests for funds should be made to the U.S. Forest Service designated representative listed in Item I-A of this Annual Operating Plan. The designated representative will then notify the Cooperator whether funds will be authorized for reimbursement. If funds are authorized, the parties will then jointly prepare a revised Annual Operating Plan.

This includes but is not limited to situations which are normally unanticipated or which typically include very short notice, large group gatherings such as rock concerts, demonstrations, and organizational rendezvous.

VII. BILLING FREQUENCY:

See Cooperative Law Enforcement Agreement Provisions II-H and III-B for additional information.

- A. For services requested in items III and IV, reimbursement will be based upon itemized bills furnished either monthly, quarterly, or as a lump sum, along with certification that the services have been performed. Final billings for reimbursement must be received by the Forest Service before October 30, 2017.



Mail copies of itemized billing statements & patrol logs to:

**Michael Casey, Patrol Captain
U.S. Forest Service
825 N. Humboldt Avenue
Willows, CA 95988
Telephone: (530) 934-1261
Email: mecasy@fs.fed.us**

The Albuquerque Service Center (ASC) is the payment center for all payments. Do not send back up documents to the ASC. Send only the hard copy invoice & Law Enforcement Billing Summary to the ASC via any of the following 3 options:

**US Forest Service
Albuquerque Service Center
Payments – Grants & Agreements
101 Sun Avenue, NE
Albuquerque, NM 87109**

Or fax to: (877) 687-4894 – Attn: Payments, Grants & Agreements

Or email scanned invoice to: asc_ga@fs.fed.us

NOTE: Annually update the SAM registration of the County Sheriff's DUNS# on the new System for Award, (SAM) website at www.sam.gov for the verification of the EFT (Electronic Funds Transfer) banking information. No longer Central Contractor Registration, (CCR) as of the end of July 2012.

B. The following is a breakdown of the total estimated costs associated with this Annual Operating Plan.

| Category | Estimated Costs | Not to Exceed by % |
|-------------------|--------------------|--------------------|
| Patrol Activities | \$9,000.00 | |
| Dispatch | \$2,000.00 | |
| Total | \$11,000.00 | |

C. Any remaining funding in this Annual Operating Plan may be carried forward to the next fiscal year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or de-obligated at the request of the U.S. Forest Service. *See Cooperative Law Enforcement Agreement Provision IV-D.*

D. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement.



In witness whereof, the parties hereto have executed this Annual Operating Plan as of the last date written below.

BRIAN L. MARTIN, Sheriff
Lake County Sheriff's Department

Date

Ann D. Carlson 2/27/17
ANN D. CARLSON, Forest Supervisor
U.S. Forest Service, Mendocino National Forest

Date

Anita Grant 3-7-17
ANITA GRANT, County Counsel
Lake County

Date

DON HOANG, Special Agent in Charge
U. S. Forest Service, Pacific Southwest Region

Date

The authority and format of this agreement have been reviewed and approved for
signature.

Monica E. Irvin 2/17/2017
MONICA E. IRVIN
U.S. Forest Service Grants Management Specialist

Date

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

2017 Annual Patrol Operating
and Financial Plan

IN WITNESS THEREOF, the parties hereto have executed this
Operating Plan:

COOPERATOR:

Chair, Board of Supervisors

Date: _____

Approved:

Sheriff, Lake County

Date: _____

ATTEST:

Carol J. Huchingson
Clerk of the Board

By: _____
Deputy Clerk

Date: _____

SERVICE:

REVIEWED BY:

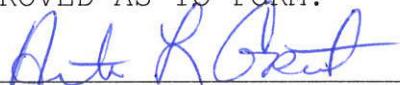
Special Agent
Pacific Southwest Region

Date: _____

Forest Supervisor
Regional Special Agent
in Charge

Date: _____

APPROVED AS TO FORM:


Anita Grant
County Counsel

Date: 3-7-17