



FS Agreement No. 14-LE-11051360-002

Mod 007

**EXHIBIT A**

**COOPERATIVE LAW ENFORCEMENT ANNUAL OPERATING PLAN &  
FINANCIAL PLAN**

**Between The  
CALAVERAS COUNTY SHERIFF'S DEPARTMENT  
And the  
USDA, FOREST SERVICE  
STANISLAUS NATIONAL FOREST**

**2016 PATROL ANNUAL OPERATING AND FINANCIAL PLAN**

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between the Calaveras County Sheriff's Department, hereinafter referred to as "Cooperator," and the USDA, Forest Service, Stanislaus National Forest, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #14-LE-11051360-002 executed on July 17, 2014. 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, 2015 and ending September 30, 2016.

Previous Year Carry-over Balance: \$500.00

Current Fiscal Year Obligations: \$4,500.00

**FY-2016 Total Patrol Annual Operating Plan: \$5,000.00**

**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:**

<b>Cooperator Program Contact</b>	<b>Cooperator Administrative Contact</b>
Jim Macedo, Acting Sheriff- Coroner Calaveras County 1045 Jeff Tuttle Dr. San Andreas, CA 95249 Telephone: 209-754-6500 Email: jmacedo@co.calaveras.ca.us	Sheri Munson, Sheriff Services Technician II Calaveras County Sheriff's Dept. 1045 Jeff Tuttle Dr. San Andreas, CA 95249 Telephone: 209-754-6500 Email: SMunson@co.calaveras.ca.us



**Principal U.S. Forest Service Contacts:**

<b>U.S. Forest Service Program Manager Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
Heidi Rieck, Patrol Captain 19777 Greenley Road Sonora, CA 95370 Telephone: 209-532-3671 ext. 314 FAX: 209-533-0968 Email: heidigrieck@fs.fed.us	Tawny Ego, Program Support Assistant 19777 Greenley Road Sonora, CA 95370 Telephone: 209-532-3671 ext. 456 FAX: 209-533-0968 Email: tego@fs.fed.us
<b>U.S. Forest Service Program Coordinator Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
Rita Wears, Patrol Commander 444 East Bonita Ave. San Dimas, CA 91773 909-929-7075 (office) FAX: 909-592-1404 rwears@fs.fed.us	Cynthia Maldonado, Admin. Assistant 444 East Bonita Ave. San Dimas, CA 91773 Telephone: 909-929-7064 FAX: 909-592-1404 Email: cmaldonado@fs.fed.us

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

Actual miles driven at \$0.565 to \$0.80 per mile patrolled.

Wages at the prevailing rate of:

\$53.30 Regular time per hour for each Deputy Sheriff

\$61.53 Overtime per hour for each Deputy Sheriff

NOTE: Calaveras County will allow Forest Service Law Enforcement Officers to use Calaveras radio frequencies during emergencies or when Forest Service dispatch is not available.

**II. PATROL ACTIVITIES:**

Calaveras County Sheriff Deputies have authority to perform enforcement work on any Stanislaus National Forest lands. The primary duties of these Deputies will include answering calls for service, routine patrol and investigation of criminal offenses occurring within the National Forest. The Sheriff can be reimbursed for enforcement work anywhere on the Forest including the enforcement of California OHV laws and regulations. Specific schedules may be set up through coordination between the Forest Service Patrol Captain and Sheriff's Patrol Commander to best match enforcement needs with available resources.

Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs for both the Cooperator and the U.S. Forest Service. Primarily, however, focused



patrols of extended duration on lands and at facilities administered by the Forest Service are most needed in the afternoon, evening, and night hours from May 1 to October 31 each year. Additional emphasis shall be placed upon on holidays and the days before and after Memorial Day, Independence Day, and Labor Day.

In particular, the following areas receive heavy use and/or are in remote locations making patrols necessary to maintain a high quality recreation experience and to protect people and Forest Service resources and facilities:

- Sourgrass Recreation Area
- Black Springs Road
- Cabbage Patch Road
- Winton Road and the Moore Creek and Salt Springs Road Area
- Candy Rock Quarry

Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity.

**Total reimbursement for this category shall not exceed the amount of: \$5,000.00**

### III. TRAINING:

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

Training will be limited to work related training aimed at improving the overall efficiency of the enforcement and patrol activities related to this agreement between the Cooperator and the Forest Service. This includes training for those Officers that work in the mountainous terrain and County areas within the boundaries of the Stanislaus National Forest.

**Total reimbursement for training may not exceed: 10% of the total agreement.**

### IV. EQUIPMENT AND SUPPLIES:

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

(If purchase is determined necessary, document the need for such a determination and make the documentation part of the Cooperative Law Enforcement Agreements' official file)

Any equipment purchases will be mutually agreed upon between the Sheriff's Staff Services Analyst and the Forest Service.



The estimated useful life of the equipment under the law enforcement agreement provisions IV-J and IV-D (5) shall be provided at the time the documents are filed.

**Total reimbursement for equipment shall not exceed: 10% of the total agreement.**

Any funding not used under section III, TRAINING and section IV, EQUIPMENT AND SUPPLIES will be allocated to Patrol Activities under Section II., PATROL ACTIVITIES, and will not exceed a combined total of \$5,000.00

**V. 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 Cooperator whether funds will be authorized for reimbursement. If funds are authorized, the parties will then jointly prepare a revised Annual Operating Plan.
  - 1. Drug Enforcement: This will be handled on a case by case basis. The request will normally come from the Patrol Captain; however, it may come from the Special Agent in Charge or their designated representative. Reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to the incident will coordinate all of their activities with the designated officer in charge of the incident.
  - 2. Fire Emergency: During emergency fire suppression situations and upon request by the Forest Service pursuant to an incident resource order, the Cooperator agrees to provide special services beyond those provided under Section II-A, within the Cooperator's resource capabilities, for the enforcement of State and local laws related to the protection of persons and their property. The Cooperator will be compensated at the rate specified in Section I-B; the Forest Service will specify times and schedules. Upon concurrence of the local patrol Captain or their designated representative, an official from the Incident Management Team managing the incident, Cooperator personnel assigned to an incident where meals are provided will be entitled to such meals.
  - 3. Group Gatherings: This includes but is not limited to situations which are normally unanticipated or which typically include very short notices, large group gatherings such as rock concerts, demonstrations, and organization rendezvous. Upon authorization by a Forest Service representative listed in Section I-A for requested services of this nature, reimbursement shall be made at the rates



specified in Section I-B. Deputies assigned to this type of incident will normally coordinate their activities with the designated officer in charge of the incident.

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.

## **VI. BILLING FREQUENCY:**

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

The Cooperator will furnish the Forest Service with itemized monthly statements for expenditures. The statement shall be in sufficient detail to allow the Forest Service to tie these expenditures back to reimbursable expenses and the rate schedule and shall be certified by the Calaveras Sheriff's Office as being current and proper. These statements must be accompanied by a Law Enforcement Activity Report, form FS-5300-5, filled out as required by Provision 11-G of the Cooperative Law Enforcement Agreement 14-LE-11051360-002.

### **A. Mail copies of itemized billing statements to:**

Heidi Rieck, Patrol Captain  
USFS Law Enforcement  
19777 Greenley Road  
Sonora, CA 95370

Send hard copy invoices to:

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

Or fax to: 877-687-4984

Or e-mail scanned invoice to: [asc\\_ga@fs.fed.us](mailto:asc_ga@fs.fed.us)

Final billings for reimbursement must be received by the Forest Service before October 30, 2016 in order to receive payment. Please see agreement provision IV-V regarding use of funding in succeeding years.




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	\$5,000	
Training		10
Equipment and Supplies		10
Special Enforcement Situations		
<b>Total</b>	<b>\$5,000.00</b>	<b>N/A</b>

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 deobligated 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 incident.

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

  
 \_\_\_\_\_  
 JIM MACEDO, Acting Sheriff ~~Coroner~~  
 Acting Sheriff, Calaveras County

  
 Date

\_\_\_\_\_  
 CLIFF EDSON Chair  
 Calaveras County Board of Supervisors

Date

\_\_\_\_\_  
 JEANNE HIGGINS, Forest Supervisor  
 U.S. Forest Service, Stanislaus National Forest

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.

CONSTANCE ZIPPERER  
Grants Management Specialist  
U.S. Forest Service, Pacific Southwest Region

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.

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