



FS Agreement No. 17-LE-11051360-018  
Modification No. Mod 010  
Cooperator Agreement No. \_\_\_\_\_

## EXHIBIT A

### COOPERATIVE LAW ENFORCEMENT ANNUAL PATROL OPERATIONS PLAN & FINANCIAL PLAN

Between The  
COUNTY OF NEVADA  
(Sheriff's Department)  
And the  
USDA, FOREST SERVICE  
TAHOE NATIONAL FOREST

#### 2021 ANNUAL OPERATING AND FINANCIAL PLAN

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between the County of Nevada, (Sheriff's Department), hereinafter referred to as "the Cooperator," and the USDA, Forest Service, the Tahoe National Forest, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #17-LE-1105-1360-018 executed on April 17, 2017. 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, 2020 and ending September 30, 2021.

Previous Year Carry-over: \$ 5,343.87

Current Fiscal Year Obligation: \$6,656.13

**FY-2021 Total Annual Operating Plan: \$12,000.00**

#### 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:

Cooperator Program Contact	Cooperator Administrative Contact
Operations Lieutenant Nevada County Sheriff's Office 950 Maidu Ave. Nevada City, CA, 95959 Phone: 530.265.1471 E-Mail: <a href="mailto:sherifffinance@co.nevada.ca.us">sherifffinance@co.nevada.ca.us</a>	Chief Fiscal Officer Nevada County Sheriff's Office 950 Maidu Ave. Nevada City, CA, 95959 Phone: 530.265.1471 FAX: 530.470.0439 E-Mail: <a href="mailto:SheriffFinance@co.nevada.ca.us">SheriffFinance@co.nevada.ca.us</a>

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

<b>U.S. Forest Service Program Manager Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
Gerald Parker, Patrol Captain Tahoe National Forest 631 Coyote Street Nevada City, CA 95959 Phone: 530-478-6148 FAX: 530-478-6179 E-Mail: <a href="mailto:gerald.parker@usda.gov">gerald.parker@usda.gov</a>	Melissa Ewing Tahoe National Forest 631 Coyote Street Nevada City, CA 95959 Phone: 530-478-6166 FAX: 530-478-6179 E-Mail: <a href="mailto:melissa.ewing@usda.gov">melissa.ewing@usda.gov</a>
	<b>U.S. Forest Service Grants and Agreement Contact</b>
	Geraldine C. Bordash (Gerri) Grants Management Specialist Pacific Southwest Regional Office 1323 Club Drive Vallejo, CA 94592-1110 Phone: 707-562-8782 FAX: 707-562-9144 E-Mail: <a href="mailto:gerri.bordash@usda.gov">gerri.bordash@usda.gov</a>

B. Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise. The following rates include wages, fringe benefits, and equipment:

1. *Regular Deputies:* For the services provided in Section II, the Forest Service agrees to reimburse the Cooperator at a rate not to exceed **\$52.49** per hour and **\$.50** per mile.
2. *Reserve Deputies:* For the services provided in Section II, the Forest Service agrees to reimburse the Cooperator at a rate not to exceed **\$31.00** per hour and **\$.50** per mile.

**II. PATROL ACTIVITIES:**

A. Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both Cooperator and the U.S. Forest Service. The emphasis for patrols should focus on periods of higher visitor use such as Friday evenings, Saturday days, evenings, nights, and Sunday mornings, primarily between Memorial and Labor Day holiday weekends with potential extra emphasis on the Independence Day weekend, or as otherwise requested by the Forest Service. Actual work schedules will be negotiated between the designated representatives a minimum of 24 hours in advance. Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity.

B. Patrol in the following campgrounds, developed sites, and dispersed areas:



Boca Reservoir	Prosser Lake	Meadow Lake
White Clout	Skilman	Bowman Lake
Canyon Creek	Jackson Creek	Faucherie
Fuller Lake	Carr Lake	Feeley Lake
Lindsey Lake	Pierce Meadow	Rattlesnake Road
South Fork Yuba River, including Washington, Kelher, and Golden Quartz		

Patrols shall be conducted on a call when needed basis or as scheduled by the U.S. Forest Service designated representative.

When requested by the U.S. Forest Service designated representative, and as resources are available, the Cooperator will assist the U.S. Forest Service in conducting support activities related to the enforcement and investigation of violations of criminal law as they pertain to the mission of the U.S. Forest Service.

**Total reimbursement for this category shall not exceed the amount of: \$12,000.00**

- C. Cooperator personnel assigned to duties in Section II must be regular employees of the Nevada County Sheriff's Office with at least POST certification to operate in a solo-officer capacity. The Cooperator's assigned personnel will utilize the County's standard equipment and vehicle, or perform foot patrol, and will be in standard uniform at all times, unless otherwise requested by the Forest Service.

The assigned Deputy will possess a Forest Service radio and maintain communications with Grass Valley ECC Dispatch, including going in and out of service, at all times during the patrols.

Duties for that day or time period will be entirely Forest Service oriented and patrol the areas at the request of the U.S. Forest Service designated representative. The assigned Deputy should not generally be available for routine calls for service other than those at the request of the U.S. Forest Service. Since the billable period is an hour, any calls off National Forest System lands that result in absence for an hour or more, will be documented and will not be billable. Patrols should be conducted with a designated Forest Officer accompanying the Deputy, as available.

For each patrol shift, the Deputy will complete and turn in a Daily Field Activity Report (DFAR, FS 5300-26, attached). The Sheriff's Deputy will complete the report after each activity and give to the Forest Service designated representative bi-weekly.

The Cooperator will complete and submit to the U.S Forest Service the Forest Service Cooperative Law Enforcement Activity Report (FS 5300-5, attached) identifying the number of crimes occurring on NFS lands. The report shall follow the FBI Uniform Crime Reporting groupings, Part I and Part II offenses. Offenses and arrest information shall be combined and reported for each crime. This report shall separate the crimes handled under this agreement from those handled by the cooperator during regular duties. Both report forms are attached to this Exhibit and/or the Cooperative Agreement. Each



Forest Service designated representative will also provide the forms as needed.

The Cooperator may not be reimbursed for the services of personnel who are employed by the Forest Service in a law enforcement capacity and are also Reserve Officers of the Cooperator.

### III. EQUIPMENT, SUPPLIES AND TRAINING:

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

The U.S. Forest Service will loan those surplus items that will further the cooperative effort. These items are property, but in most cases will be expendable. The items will be tracked and accounted for by the Tahoe National Forest Patrol Captain. Items will be returned to the U.S. Forest Service when no longer needed and will report the damage or destruction of such property when applicable or no longer serviceable.

If any of these surplus items have original high value, serial numbers, sensitivity in storage, security or use, they will be loaned and accounted for on an amendment to this operating plan.

If the equipment is abused or neglected, as determined by the U.S. Forest Service, the Cooperator may be billed for the repairs or replacement of like equipment.

**Total reimbursement for this category shall not exceed 10% of the grant.**

### IV. 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 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 U.S. 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 U.S. 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 U.S. 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.

Cooperator will notify Grass Valley Emergency Command Center of all known search and rescues and/or injury/fatality incidents that occur on National Forest System lands as soon as possible.

## **V. BILLING FREQUENCY:**

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

For services requested in items I, II and agreed to under II and IV, reimbursement will be based upon itemized bills furnished monthly, along with certification that the services have been performed. Final billings for reimbursement must be received by the U.S. Forest Service before December 31, 2021.

- a. Mail copies of itemized billing statements and patrol logs to:

Melissa Ewing  
Law Enforcement & Investigations  
631 Coyote Street  
Nevada City, CA 95959



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

1. US Forest Service  
Albuquerque Service Center  
Payment – Grants and Agreements  
1001 B Sun Ave NE  
Albuquerque, NM 87109
2. Or FAX to : 877.687.4894 – Attn: Payments, Grants and Agreements
3. Or e-mail scanned invoice to: [sm.fs.asc\\_ga@usda.gov](mailto:sm.fs.asc_ga@usda.gov)

**NOTE: Annually update the System of Award Management (SAM) at <https://sam.gov/SAM/> will be used for the verification of the Electronic Funds Transfer (EFT) banking information (DUNS#).**

- A. 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	\$12,000.00	N/A
Equipment and Supplies, Training	up to 10%, must be pre-approved	
Dispatch	\$0.00	
Special Enforcement Situations	\$0.00	
<b>Total</b>	<b>\$12,000.00</b>	<b>N/A</b>

- B. 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-C.*



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

SHANNON MOON, Sheriff  
Nevada County

Date

Chair, Board of Supervisors  
Nevada County

Date

ELI ILANO, Forest Supervisor  
US Forest Service, Tahoe 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.

GERALDINE C. BORDASH,  
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.

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.

Law Enforcement Billing Summary  
PATROL

USDA Forest Service, Tahoe NF	County: NEVADA
-------------------------------	----------------

Law Enforcement Billing Summary	Month:	Year: 2021
---------------------------------	--------	------------


Check appropriate block: <input checked="" type="checkbox"/> X    Coop Patrol <input type="checkbox"/> Controlled Substance Operations
--

A. Total Patrol/Labor Hours:	
B. Rate per Hour:	\$
C. Total Salary Reimbursement: (subtotal 1)	\$
D. Other Allowable Reimbursements: (mileage, dispatch, court, clerical, equipment, etc.)	
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
E. Total of D1 - D4 (subtotal 2)	\$
F. Total Invoice Reimbursement:	\$
G. Total Reimbursement for Maximum Op Plan Amt:	\$

Certification Statement

County Sheriff		USFS Patrol Captain	
I certify the above billing/invoice is accurate and complete.		I certify services have been received as stated.	
Sheriff	Date	USFS Patrol Captain	Date



 <b>USDA</b> <b>Forest Service</b>		<b>LAW ENFORCEMENT ACTIVITY</b> <b>REPORT</b> <i>(Ref. FSM 5300)</i>		<b>Agreement Number</b> 17-LE-11051360-018  <b>Initial</b> <input type="checkbox"/> <b>Follow Up</b> <input type="checkbox"/>	
1. Cooperator (Department Name): Nevada County Sheriff's Department			2. National Forest: Tahoe NF		
3. Record (1)		4. Action Code (2) (FS Use Only) U-Update		5. Unit Identification (3-11)	
				Region	Forest
				05	17
				CA	Nevada
7. Patrol Units (16-18)		8. Search and Rescue Missions Hours (19-22)		9. Property Stolen (25-30) Dollars	
10. Property Recovered (31-36) Dollars			11. Controlled Substances Seized (37-45) Dollars (Street Value)		
12. Record (1)		13. Number of Crimes Occurring on National Forest System Lands			
13a. Item # (16-17)	13b. Type of Crime		13c. Coop Agreement Reimbursed Activity (18-20)		13d. Non-Coop Agreement Activities (21-23)
<b>PART I - FBI UNIFORM CRIME REPORTING</b>					
01	Criminal Homicide				
02	Forcible Rape				
03	Robbery				
04	Aggravated Assault				
05	Burglary - Breaking or Entering				
06	Larceny - Theft (Except Motor Vehicle)				
07	Motor Vehicle - Theft				
08	Arson				
<b>PART II - FBI UNIFORM CRIME REPORTING</b>					
09	Other Assaults (simple)				
10	Stolen Property by Buying, Receiving, Possessing				
11	Vandalism				
12	Weapons - Carry, Possessing				
13	Narcotic Drug Law				
14	Driving Under the Influence				
15	Liquor Laws				
16	Drunkenness				
17	Disorderly Conduct				
18	All Other Offenses				
<b>PART III - COOPERATOR ASSISTS</b>					
19	Assists to Forest Service Officers				
20	Assists to Public				
Remarks:					
<b>NOTE:</b> This document is for OFFICIAL USE ONLY. It and its contents are not to be distributed outside your agency, nor duplicated, without prior approval of the USDA, Forest Service, Law Enforcement and Investigations.					