

Assessor's Parcel Number: N/A

Date: AUGUST 15, 2019

Recording Requested By:

Name: MARIA HINSEY, DCSO

Address: _____

City/State/Zip: _____

Real Property Transfer Tax: \$ N/A



KAREN ELLISON, RECORDER

2019 ANNUAL OPERATING AND FINANCIAL PLAN
#2019.142

(Title of Document)

FILED

NO. 2019.142

FS Agreement No. 17-LE-11051360-017

Modification No. 003

Cooperator Agreement No. _____

8-14-19
DATE

DOUGLAS COUNTY CLERK
MINDEN, NV

BY 

EXHIBIT A

**COOPERATIVE LAW ENFORCEMENT ANNUAL PATROL OPERATIONS PLAN &
FINANCIAL PLAN
Between The
DOUGLAS COUNTY SHERIFF'S DEPARTMENT
And the
USDA, FOREST SERVICE
LAKE TAHOE BASIN MANAGEMENT UNIT**

2019 ANNUAL OPERATING AND FINANCIAL PLAN

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between the Douglas County Sheriff's Department, hereinafter referred to as "the Cooperator," and the USDA, Forest Service, Lake Tahoe Basin Management Unit, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #17-LE-1105-1360-017 executed on April 25, 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, 2018 and ending September 30, 2019.

Previous Year Carry-over: \$0.00
Current Fiscal Year Obligation: \$5,000.00
FY2019 Total 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:

Cooperator Program Contact	Cooperator Administrative Contact
Lori Lee <i>MARIA</i> <i>Hinsey</i> Agreements Coordinator Douglas County Sheriff's Department PO Box 218 Minden, NV 89423 Telephone: 775-782-9904	Daniel Britton On-duty Watch Commander Douglas County Sheriff's Department PO Box 218 Minden, NV 89423 Telephone: 775-782-9935



Principal U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Gerald Parker, Patrol Captain 631 Coyote Street Nevada City, CA 95959 Telephone: 530-478-6148 FAX: 530-478-6179 Email: glparker@fs.fed.us	Melissa Ewing 631 Coyote Street Nevada City, CA 95959 Telephone: 530-478-6166 FAX: 530-478-6179 Email: melissaewing@fs.fed.us
	Geraldine C. Bordash, Grants Management Specialist 1323 Club Drive Vallejo, CA 94592-1110 Telephone: 707-562-8782 FAX: 707-562-9144 Email: gbordash@fs.fed.us

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:

Work performed under Section II B-1	\$30 per hour (salary and mileage)
Work performed under Section II B-2	\$50 per hour (salary and vessel)

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. 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:

1. Cooperator will conduct vehicle and foot patrols at Nevada Beach on the July 4th and Labor Day holiday weekends. The patrol will consist of a minimum of two deputies paired with (if available) a Forest Service Law Enforcement Officer at the fee station entrance. The patrols will occur between 1600 and 0100.

a. Patrols are to be made in a marked Sheriff's vehicle and on foot. The assigned Deputies will possess a radio capable of operating on Forest Service frequencies or other jointly available frequencies and will maintain communications with the



Forest Service LEOs.

- b. For each Patrol Shift, the assigned personnel will complete and turn in an Officer's Daily Log, or similar document. These logs must accompany the request for reimbursement.
2. Cooperator will provide special boat patrols along National Forest shorelines and beaches to detect, enforce, and report violations of laws and regulations as they pertain to resource and property protection and public and employee safety.
 - a. Patrols are to be made in a marked Sheriff's vessel. The assigned Deputies will possess a radio capable of operating on Forest Service frequencies or other jointly available frequencies and will maintain communications with the Forest Service LEOs.
 - b. For each Patrol Shift, the assigned personnel will complete and turn in an Officer's Daily Log, or similar document. These logs shall accompany the request for reimbursement.
 3. Cooperator will notify Camino ECC (530) 642-5170 of all known injury/fatality incidents that occur on National Forest System lands as soon as possible.
 4. The Cooperator will furnish a proposed Forest patrol schedule to the Forest Service for review that concentrates on holiday weekends, special event and weekends. Patrols will normally occur between Memorial Day and Labor Day weekends, but may be conducted on a call-as-needed basis with Forest Service approval. The Forest patrol schedule will be implemented upon the concurrence of the Cooperator and the Forest Service. Forest patrols will be provided as Cooperator staffing allows.

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

III. EQUIPMENT AND SUPPLIES:

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

The 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 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 Forest Service, the Cooperator may be billed for the repairs or replacement of like equipment.

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 the 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.



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 Forest Service before December 31, 2019.

- 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
101 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: asc_g&a@fs.fed.us

NOTE: Annually update the Central Contractors Registration (CCR) of the County Sheriff's DUNS# on the CCR website at www.ccr.gov for the verification of the Electronic Funds Transfer (EFT) banking information.

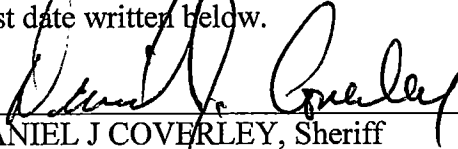
- A. The following is a breakdown of the total estimated costs associated with this Annual Operating Plan.

Category	Estimated Costs	Not to Exceed by %
Patrol Activities	\$5,000.00	
Training	\$0.00	
Equipment and Supplies	\$0.00	
Dispatch	\$0.00	
Special Enforcement Situations	\$0.00	
Total	\$5,000.00	

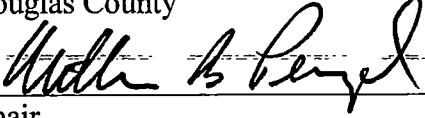


B. Any remaining funding in this Annual Operating Plan may be carried forward to the next fiscal year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or deobligated at the request of the U.S. Forest Service. See *Cooperative Law Enforcement Agreement Provision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


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




DANIEL J COVERLEY, Sheriff
Douglas County
Date: 6-10-19



Chair
Douglas County Board of Commissioners
Date: 6/6/19




JEFF MARSOLAIS, Forest Supervisor
US Forest Service, Lake Tahoe Basin Mgt. Unit
Date: 4/11/19



DON HOANG, Special Agent in Charge
U.S. Forest Service, Pacific Southwest Region
Date: 6/27/19

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: 03/26/2019

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, audiotope, 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.

COPY

Douglas County

State of Nevada

CERTIFIED COPY

I certify that the document to which this certificate is attached is a full and correct copy of the original record on file in the Clerk-Treasurer's Office on this

14th day of June, 2019

By [Signature] Deputy