



**MEMORANDUM  
SHERIFF'S OFFICE  
ADMINISTRATIVE SERVICES  
County of Placer**

TO: Board of Supervisors

DATE: July 12, 2016

FROM: Edward N. Bonner, Sheriff-Coroner-Marshal

SUBJECT: Approve Updated Annual Operating Plans with U.S. Forest Service for Law Enforcement  
Services in the Tahoe and El Dorado National Forests

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**ACTION REQUESTED**

Approve the annual Law Enforcement Services contracts between the Sheriff's Office and the U.S. Forest Service for Visitor Protection Cooperative Patrol and Controlled Substances on Federal lands totaling \$17,000, commencing October 1, 2015 through September 30, 2016.

**BACKGROUND**

On November 8, 2011 your Board approved a five-year Master Plan agreement between the Sheriff's Office and the U.S. Forest Service. Under the agreement, the Sheriff's Office provides Visitor Protection (campground patrol; Exhibit A) and Controlled Substance Enforcement (narcotics investigations; Exhibit B) services in the Tahoe and El Dorado National Forests. The Master Plan is valid until September 30, 2016.

Part IV, Section D of the Master Plan allows for the Annual Operating Plans for these services to be updated each year the agreement is in place in order to reflect current billing rates for services provided. Exhibits A and B total \$17,000 for services performed for the estimated period of October 1, 2015 to September 30, 2016.

**FISCAL IMPACT**

Anticipated Revenue from these contracts is included in the Sheriff's Office FY 2015-16 Final and FY 2016-17 Proposed Budgets. There is no additional impact to the General Fund.

**ATTACHMENTS**

Exhibit A - Visitor Protection Cooperative Patrol  
Exhibit B - Controlled Substances on Federal Lands



FS Agreement No. 12-LE-11051360-006  
Modification No. 010  
Cooperator Agreement No.

**EXHIBIT A**

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

**Between The  
PLACER COUNTY SHERIFF'S DEPARTMENT  
And the  
USDA, FOREST SERVICE  
LAKE TAHOE BASIN MANAGEMENT UNIT  
AND THE  
TAHOE NATIONAL FOREST**

**2016 ANNUAL OPERATING AND FINANCIAL PLAN**

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between the Placer County Sheriff's Department, hereinafter referred to as "the Cooperator," and the USDA, Forest Service, Lake Tahoe Basin Management Unit and the tahoe National Forest, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #12-LE-1105-1360-006 executed on December 9, 2011. 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 carryover \$1,900.00  
Current FY 16 year obligation \$5,100.00  
FY 16 Total obligation \$7,000.00

**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>
Bill Walton Sergeant 2929 Richardson Dr Auburn, CA 95603 Telephone: 530-889-7800 Email: wwalton@placer.ca.gov	Dennis Walsh Captain PO Box 1710 Tahoe City, CA 96145 Telephone: 530-581-6312 Email: dwalsh@placer.ca.gov



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

<b>U.S. Forest Service Program Manager Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
<p>Joseph M. Cook, Patrol Captain 631 Coyote Street Nevada City, CA 95959 Telephone: 530-478-6148 FAX: 530-478-6179 Email: <a href="mailto:jmcook@fs.fed.us">jmcook@fs.fed.us</a></p>	<p>Melissa Ewing 631 Coyote Street Nevada City, CA 95959 Telephone: 530-478-6166 FAX: 530-478-6179 Email: <a href="mailto:mewing@fs.fed.us">mewing@fs.fed.us</a></p>
<p>Frank Aguilar, Patrol Captain 100 Forni Rd Placerville, CA 95667 Telephone: 530-642-5130 Email: <a href="mailto:aguilar@fs.fed.us">aguilar@fs.fed.us</a></p>	<p>Constance Zipperer, Grants Management Specialist 1323 Club Drive Vallejo, CA 94592-1110 Telephone: 707-562-9120 FAX: 707-562-9144 Email: <a href="mailto:czipperer@fs.fed.us">czipperer@fs.fed.us</a></p>
<b>Westside Tahoe U. S. Forest Service Contact</b>	<b>Eastside Tahoe U. S. Forest Service Contact</b>
<p>Dennis Walsh Captain Placer County Sheriff's Office P.O. Box 1710 Tahoe City, CA, 96145 Telephone: 530.581.6312 Email: <a href="mailto:dwalsh@fs.fed.us">dwalsh@fs.fed.us</a></p>	<p>Frank Machler Law Enforcement Officer Lake Tahoe Basin Management Unit 3080 North Lake Blvd Tahoe City, CA 96145 Telephone: 530.583.2869 Email: <a href="mailto:fmachler@fs.fed.us">fmachler@fs.fed.us</a></p>

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:

*Regular Deputies:* For the services provided in Section II, the Forest Service agrees to reimburse the COOPERATOR at a rate not to exceed \$100 per hour. (rate includes mileage)

*Reserve Deputies:* For the services provided in Section II, the Forest Service agrees to reimburse the COOPERATOR at a rate not to exceed \$100 per hour. (rate includes mileage)



**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:

LEO Laura Clarke is the Forest Service Representative for the following areas:

- |                     |                     |                  |                  |
|---------------------|---------------------|------------------|------------------|
| Granite Flat        | Goose Meadows       | Silver Creek     | Truckee River    |
| Pole Creek Road     | Sawtooth Ridge Road | Barker Pass      | Kaspian          |
| Martis Peak Lookout | Blackwood Canyon    | William Kent     | Sixty-four Acres |
| Chambers Landing    |                     | McKinney/Rubicon | OHV staging area |

LEO Tom Madrigal is the Forest Service Representative for the following areas:

- |                                       |                 |                        |                   |
|---------------------------------------|-----------------|------------------------|-------------------|
| Forbes Creek                          | Shirttail       | Giant Gap              | Manzanita Day Use |
| China Wall Staging Area               |                 | North Fork Campground  |                   |
| Onion Valley                          | Tunnel Mills    | Ralston Picnic and Big |                   |
| Reservoir/Morning                     |                 |                        |                   |
| Big Bend                              | Hampshire Rocks | French Meadows         |                   |
| Parker Flat OHV & Sugar Pine OHV area |                 |                        |                   |

PC Frank Aguilar is the Forest Service Representative for the Hell Hole Reservoir area:

- |           |                        |
|-----------|------------------------|
| Hell Hole | Big Meadow Campgrounds |
|-----------|------------------------|

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

When requested by the Forest Service designated representative, and as resources are available, the Cooperator will assist the 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 Forest Service.

**Total reimbursement for this category shall not exceed the amount of: \$7,000.00**

C. Cooperator personnel assigned to duties in Section II must be regular employees of the Placer 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 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 Forest Service. Since the billable period is an hour, any calls off National Forest land 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 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 AND SUPPLIES:**

*See Cooperative Law Enforcement Agreement Provision IV-J 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 October 31, 2016.

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:

**Annually update the registration of the County Sheriff's DUNS# on the System for Award Management (SAM) website for the verification of the EFT (Electronic Funds Transfer) 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	\$7,000.00	
Training	0.00	
Equipment and Supplies	0.00	
Dispatch	0.00	
Special Enforcement Situations	0.00	
<b>Total</b>	<b>\$7,000.00</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-D.

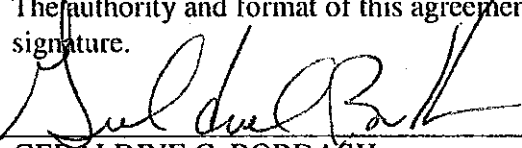
In witness whereof, the parties hereto have executed this Annual Operating Plan as of the last date written below.

  
EDWARD N. BONNER, Sheriff-Coroner-Marshall  
Placer County  
Date: 6-24-18

\_\_\_\_\_  
ELI LLANO Forest Supervisor  
U.S. Forest Service, Tahoe National Forest  
Date

\_\_\_\_\_  
JEFF MARSOLAIS, Forest Supervisor  
U.S. Forest Service, Lake Tahoe Basin Management Unit  
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: 04/13/2016

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 202-720-2660 (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: Placer
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Law Enforcement Billing Summary	Month:	Year:
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Check appropriate block:     Coop Patrol     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



**USDA**  
Forest Service

**LAW ENFORCEMENT ACTIVITY**  
**REPORT**  
*(Ref. FSM 5300)*

Agreement Number  
12-LE-11051360-006

Initial  Follow Up

1. Cooperator (Department Name): <b>Placer County Sheriff's Dept.</b>			2. National Forest: <b>Tahoe NF</b>			
3. Record (1)	4. Action Code (2) (FS Use Only) U-Update	5. Unit Identification (3-11)			6. Date (12-5)	
		Region	Forest	State	County	Month
		05	17	CA	Placer	
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)
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**PART I - FBI UNIFORM CRIME REPORTING**

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		

**PART II - FBI UNIFORM CRIME REPORTING**

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		

**PART III - COOPERATOR ASSISTS**

19	Assists to Forest Service Officers		
20	Assists to Public		

Remarks:

**NOTE:** 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.



FS Agreement No. 12-LE-11051360-006  
Cooperator Agreement No. \_\_\_\_\_  
Modification No. MOD 011

**EXHIBIT B**

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

**Between The  
PLACER COUNTY SHERIFF'S OFFICE**

**And the  
USDA, FOREST SERVICE**

**TAHOE and EL DORADO NATIONAL FORESTS**

**2016 CONTROLLED SUBSTANCE ANNUAL OPERATING AND FINANCIAL PLAN**

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between the Placer County Sheriff's Department, hereinafter referred to as "PCSO," and the USDA, Forest Service, Tahoe and El Dorado National Forest, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #12-LE-11051360-006 executed on December 9, 2011. This Annual Operating Plan is made and agreed to as of the last date signed below and is for the estimated period beginning October 01, 2015 and ending September 30, 2016.

**Previous Year Unexpended: \$993.06**  
**Current FY 2016 Obligation: \$9,006.94**  
**FY-2016 Total Annual Operating Plan: \$10,000**

**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:**

<b>Cooperator Program Contact</b>	<b>Cooperator Administrative Contact</b>
Edward N. Bonner, Sheriff Placer County P.O. Box 5990 Auburn, CA 95604-6990 Telephone: (530) 889-7800 FAX: (530) 886-3833 E-mail: ebonner@placer.ca.gov	Virginia Valenzuela Placer County Sheriff's Office P.O. Box 5990 Auburn, CA 95604-6990 Telephone: (530) 886-5386 FAX: (530) 886-3833 E-mail: vvalenzu@placer.ca.gov



<b>Cooperator Alternate Contact</b>
Brad McKenzie, Sergeant Placer County Sheriff's Office P.O. Box 5990 Auburn, CA 95604-6990 Telephone: (530) 889-7844 <b>FAX:</b> (530) 886-3833 <b>E-mail:</b> <a href="mailto:bmckenzi@placer.ca.gov">bmckenzi@placer.ca.gov</a>

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

<b>U.S. Forest Service Program Manager Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
Eric Schultz, Special Agent El Dorado National Forest 100 Forni Road Placerville, CA 95667-5294 Telephone: (530) 621-5294 <b>FAX:</b> (530) 621-5260 <b>E-mail:</b> <a href="mailto:eschultz@fs.fed.us">eschultz@fs.fed.us</a>	Jennie Shirley, Administrative Specialist Pacific Southwest Regional Office – LEI 1323 Club Drive Vallejo, CA 94592 <b>Office:</b> 707-562-9127 <b>FAX:</b> 707-562-9031 <b>E-mail:</b> <a href="mailto:jennieshirley@fs.fed.us">jennieshirley@fs.fed.us</a>
<b>U.S. Forest Service Program Coordinator Contact</b>	
Pete Jordan Assistant Special Agent in Charge Pacific Southwest Regional Office – LEI 1323 Club Drive Vallejo, CA 94592 707-562-8662 (office) <b>FAX:</b> 707-562-9031 <b>E-mail:</b> <a href="mailto:pjordan@fs.fed.us">pjordan@fs.fed.us</a>	

**II. CONTROLLED SUBSTANCE OPERATIONS**

Pursuant to IV- I and K of Agreement No. 12-LE-11051360-006, the following is in support of operations to suppress manufacturing and trafficking of controlled substances on or affecting the administration of National Forest System lands, with an emphasis on identification, apprehension and prosecution of suspects engaged in these activities:

A. The *U.S. Forest Service* agrees:



1. To reimburse **PCSO** for expenditures associated with the detection of locations and activities related to illegal production and trafficking of controlled substances, including:
  - a. Ground reconnaissance to identify and inventory locations and activities associated with producing or trafficking controlled substances.
  - b. Aerial reconnaissance to identify and inventory locations and activities associated with producing or trafficking controlled substances.

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2. To reimburse **PCSO** for certain expenses resulting from investigative activities associated with investigating cases involving the illegal production or trafficking of controlled substances on or affecting the administration of National Forest system lands, including:
  - a. Surveillance operations to identify persons illegally producing or trafficking controlled substances.
  - b. Apprehension of persons suspected of producing or trafficking controlled substances.
  - c. Collection of evidence to support prosecution of persons suspected of illegally producing or trafficking controlled substances.
  - d. Prosecution of persons suspected of producing or trafficking controlled substances.
3. To reimburse **PCSO** for expenses resulting from the removal of cannabis plants from National Forest System lands. When circumstances indicate that removal of the cannabis plants is required before an investigation to determine the person(s) responsible can be completed, eradication operations must be approved by the U.S. Forest Service prior to taking place.

**Note:** **PCSO** retains the authority to eradicate cannabis plants from National Forest System lands without reimbursement from the U.S. Forest Service at its discretion.

4. To reimburse **PCSO** for the costs of purchasing supplies and equipment used exclusively for activities described in items A.1, A.2 and A.3 of this Plan. Purchases must be agreed to and approved by the U.S. Forest Service.

Purchases may **not exceed 10% of the total allocation** without prior approval by the U.S. Forest Service Designated Representative.

B. **PCSO** agrees:



1. Within its capability, to perform the following activities on National Forest System lands:
  - a. Detect and inventory locations associated with illegal production or trafficking of controlled substances, and notify the U.S. Forest Service of such locations as soon as possible.
  - b. Investigations to determine the person(s) responsible for manufacturing or trafficking controlled substances.
  - c. Upon request and prior approval of the U.S. Forest Service, remove cannabis plants from National Forest System lands.

2. To furnish all activity reports, crime reports, investigation reports, and other reports or records, resulting from activities identified in **Section II, A** of this Operating and Financial Plan to the affected Forests for review and forwarding to the Regional Office for processing.

C. The *U.S. Forest Service* and **PCSO** mutually agree to the following:

1. The following rate schedule will apply to all expenditures that may be reimbursed to **PCSO** under this agreement;

Salary (base with benefits)	<b>\$87.00</b> per hour
Salary (base w/o benefits)	<b>\$43.50</b> per hour
Salary (overtime)	<b>\$78.00</b> per hour
Per diem costs	<b>\$46/M&amp;IE + \$91/Lodging</b>
Travel (mileage and fares)	<b>Actual documented costs</b>
Helicopter flight time	<b>Actual documented costs</b>
Supplies or equipment	<b>Actual documented costs</b>

2. The total expenditures of **PCSO** that may be reimbursed may not exceed.... **\$10,000**  
The total expenditures for item A.4 may not exceed..... **10%** of the total allocation.

D. **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.**

**III. BILLING FREQUENCY:**

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



**PCSO** will furnish monthly itemized statements of expenses to the U.S. Forest Service for expenditures that may be reimbursed as identified in items II A.1, A.2, A.3, and A.4 of this Plan. Attachment A, Law Enforcement Billing Summary, Drug Enforcement, must be completed and submitted to the contacts in (a) below for each billing statement.

- a. Mail copies of itemized billing statements (Attachment A) to:

Jennie Shirley, Admin. Specialist  
Pacific Southwest Regional Office - LEI  
1323 Club Drive  
Vallejo, CA 94592

Send photo copy to:  
Eric Schultz, Special Agent  
El Dorado National Forest  
100 Forni Road  
Placerville, CA 95667-5294

- b. **Send hard copy invoices to:**

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

Or fax to: (877) 687-4894

Or e-mail scanned invoice to: ASC\_GA@fs.fed.us

- c. Final billings for reimbursement on this Annual Operating Plan (AOP) must be received by the U.S. Forest Service before October 31, 2016 in order to receive payment.
- d. **Annually update the registration of the County Sheriff's DUNS# on the System for Award Management (SAM) website at [www.sam.gov](http://www.sam.gov) for the verification of the EFT (Electronic Funds Transfer) banking information.**

**Job Code: NFLE0515 1360 \$933.06**  
**Job Code: NFLE0516 1360 \$9,006.94**



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

EDWARD BONNER, Sheriff  
Placer County

6-24-16

Date

KIRK UHLER, Chairperson  
Placer County Board of Supervisors

Date

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

Date

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

CONSTANCE ZIPPERER  
U.S. Forest Service, Grants Management Specialist

28 March 2016

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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