

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

513



**FROM:** Sheriff-Coroner-PA

**SUBMITTAL DATE:**  
04/12/2016

**SUBJECT:** Ratification of the FY 2015-16 Operating and Financial Plan with the U.S. Department of Agriculture, Forest Service, 1/1 & 3/3 Districts. [\$13,000 -100% Federal Funds].

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Ratify the FY 2015-16 Operating and Financial Plan, Exhibits A, pursuant to the Cooperative Law Enforcement Agreement with the U.S. Department of Agriculture, Forest Service and authorize the Sheriff to execute the Plan on behalf of the Board.

**BACKGROUND:**

**Summary**

On June 30, 2015 (3.60), the Forest Service and the Sheriff's Department renewed their Cooperative Agreement with a term extending until December 31, 2020. The Agreement provides for law enforcement patrols in the Cleveland and San Bernardino National Forest. Each year, the Sheriff and the Forest Service execute Operating and Financial Plan pursuant to this Agreement.

(Continued on Page 2)

*Stan L. Sniff*  
Stan L. Sniff

Sheriff-Coroner-PA

By Will Taylor, Dir. of Administration

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 13,000	\$ 0	\$ 13,000	\$	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$	

<b>SOURCE OF FUNDS:</b> Federal Funds – 100%	<b>Budget Adjustment:</b> No
	<b>For Fiscal Year:</b> FY16-FY17

**C.E.O. RECOMMENDATION:** APPROVE

BY: *Elizabeth J. Olson*  
Elizabeth J. Olson

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

CITY COUNSEL  
Karin Watts  
4/7/16  
DATE  
KARIN L. WATTS  
Departmental Concurrence

FISCAL PROCEDURES APPROVED  
PAUL ANGULO, CPA, AUDITOR-CONTROLLER  
BY: *Esteban Hernandez*  
4/21/16

- A-30
- 4/5 Vote
- Positions Added
- Change Order

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA  
FORM 11: Ratification of the FY 2015-16 Operating and Financial Plan with the U.S. Department of  
Agriculture, Forest Service, 1/1 & 3/3 Districts. [\$13,000 -100% Federal Funds]**

**DATE: 04/12/2016**

**PAGE: 2 of 2 (BR 16-066)**

**BACKGROUND:**

**Summary (continued)**

Under the FY 2015-16 Patrol Annual Operating and Financial Plan, Exhibit A, Sheriff's Deputies from the Hemet and Lake Elsinore Sheriff's stations will conduct patrols on National Forest System lands, as necessary. The total reimbursements to the Sheriff shall not exceed \$13,000.

All patrols provided pursuant to this Plan are conducted on Overtime. All costs for the service are recovered at Board-approved rates. The term of each Plan is from October 1, 2015 to September 30, 2016. County Counsel has approved the Operating and Financial Plan as to form.

**Impact on Citizens and Businesses**

The County citizens and businesses benefit from this cooperative effort of the Sheriff and U.S. Forest service to combat crimes on National Forest lands, especially those that involve the clandestine cultivation or manufacturing of controlled substances.

**Attached:**

Four original contracts



FS Agreement No. 15-LE-11051360-035

Mod 004

**EXHIBIT A**

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

**Between The  
RIVERSIDE COUNTY SHERIFF'S DEPARTMENT  
And the  
USDA, FOREST SERVICE  
CLEVELAND AND SAN BERNARDINO NATIONAL FORESTS**

**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 Riverside County Sheriff's Department, hereinafter referred to as "Cooperator," and the USDA, Forest Service, Cleveland and San Bernardino National Forests, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #15-LE-11051360-035 executed on August 5, 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, 2015 and ending September 30, 2016.

Previous Years Carry-over: \$12,000.00

Current Fiscal Year Obligation: \$1,000.00

**FY-2016 Total Patrol Annual Operating Plan: \$13,000.00**

**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>
Lake Elsinore Station Captain, Leonard Hollingsworth 333 Limited Avenue Lake Elsinore, CA 92530 Telephone: 951-245-3300	Charlie Dick, Administrative Manager 4095 Lemon St., 3rd. Floor Riverside, CA 92501 Telephone: 951-955-2722
Hemet Station Captain, Lyndon Wood 43950 East Acacia Ave., Ste. B	



<p>Hemet, CA 92544 Telephone: 951-791-3400</p>	
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**Principal U.S. Forest Service Contacts:**

<b>U.S. Forest Service Program Manager Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
<p>Anthony Rose, Patrol Captain 10845 Rancho Bernardo Rd., Ste 200 San Diego, CA 92127 Telephone: 858-674-2974 Fax: 858-673-6188 Email: arose@fs.fed.us</p>	<p>Ben Barlahan, Program Support Asst. 10845 Rancho Bernardo Rd., Ste 200 San Diego, CA 92127 Telephone: 858-524-0156 FAX: 858-673-6188 Email: bbarlahan@fs.fed.us</p>
<p>Dan Briot, Patrol Captain 602 S. Tippecanoe San Bernardino, CA 92408 Telephone: 909-382-2698 FAX: 909-382-0705 Email: dbriot@fs.fed.us</p>	
<b>U.S. Forest Service Program Coordinator Contact</b>	<b>U.S. Forest Service Grants &amp; Agreements Contact</b>
<p>Rita Wears, Patrol Commander 444 East Bonita Ave. San Dimas, CA 91773 909-929-7075 FAX: 909-592-1404 rwears@fs.fed.us</p>	<p>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</p>

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

.84/mile patrolled. Per diem rate is N/A/day. Wages at the prevailing wage rate of \$101.35/hour plus fringe benefits for the individual officer at the rate of: NA/hour.

**II. 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.

- Patrol on the following Forest Service roads:

*The Patrol Captain will determine designated patrol activities and locations for the rural areas of the Cleveland and San Bernardino National Forests. The Patrol Captain or designee shall make requests for personnel to the County. Personnel assigned to these details shall be Deputies, Reserve Deputies or Sergeants normally assigned to the Patrol Division.*

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

*The Patrol Captain will determine designated patrol activities and locations for the rural areas of the Cleveland National Forest.*

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

### III. TRAINING:

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

Total reimbursement for this category shall not exceed the amount of: 10% of the total Agreement and shall be approved by the Forest Service (Designated Representative or Alternate Representative).

**Total reimbursement for training may not exceed: \$1,000.00**

### 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)

Total reimbursement for this category shall not exceed the amount of: 10% of the total Agreement, or by authorization of the Forest Service (Designated Representative or Alternate Representative) if greater expenditures are necessary. All expenditures in this category shall be approved by the Forest Service (Designated Representative or Alternate Representative). 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 amount)**

**Total reimbursement for patrol activities, including training and equipment described below, shall not exceed the amount of \$13,000.00**

**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 County of Riverside 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 15-LE-11051360-035.

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

Anthony Rose, Patrol Captain  
USFS Law Enforcement  
10845 Rancho Bernardo Rd., Ste 200  
San Diego, CA 92127

Dan Briot, Patrol Captain  
USFS – Law Enforcement  
602 S. Tippecanoe Ave.  
San Bernardino, CA 92408

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	\$12,000.00	N/A
Training	\$1,000.00	N/A
Equipment and Supplies		10%
Special Enforcement Situations		N/A
<b>Total</b>	<b>\$13,000.00</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*.

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

4/15/2016

STAN SNIFF, Sheriff  
Riverside County

Date

COUNTY COUNSEL  
Riverside County

3/20/16

Date

WILLIAM METZ, Forest Supervisor  
U.S. Forest Service, Cleveland National Forest

03/14/16

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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