



**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA  
FORM 11: Ratification of the FY 2013-14 Operating and Financial Plans with the U.S. Department of  
Agriculture, Forest Service, 1/1 & 3/3 Districts. (\$22,000 -100% Federal Funds)**

**DATE: 05/13/14**

**PAGE: Page 2 of 2 (BR 14-084)**

**Summary (Continued)**

Under the FY 2013-14 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.

Under the FY 2013-14 Controlled Substance Annual Operating and Financial Plan-Exhibit B, the Sheriff's Department will be reimbursed up to \$17,000 for detection and investigation of persons producing or trafficking controlled substances on National Forest System lands.

All patrols provided pursuant to these Plans are conducted on Overtime. All costs for the service are recovered at Board-approved rates. The term of each Plan is from October 1, 2013 to September 30, 2014. Based on the Forest Service's utilization of the Sheriff's Department over the last few years, the Department is estimated to charge for the full amount on Exhibit B, but should charge for an estimated \$5,000 of the Exhibit A funds. County Counsel has approved the Operating and Financial Plans 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.



WHEN DOCUMENT IS FULLY EXECUTED RETURN

FS Agreement No. 11-LE-11051360-230  
Mod 07

**CLERK'S COPY**

to Riverside County Clerk of the Board, Stop 1010  
Post Office Box 1147, Riverside, Ca 92502-1147  
Thank you.

**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**

**2014 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 #11-LE-11051360-230 executed on August 1, 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, 2013 and ending September 30, 2014.

Previous Years Carry-over: \$  
Current Fiscal Year Obligation: \$  
**FY-2014 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	Bob Meyers, Administrative Manager 4095 Lemon St., 1 <sup>st</sup> . Floor Riverside, CA 92501 Telephone: 951-955-2722
Hemet Station Captain, Lyndon Wood 43950 East Acacia Ave., Ste. B Hemet, CA 92544 Telephone: 951-791-3400	

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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: 858-524-0125 Fax: 858-673-6188 Email: <a href="mailto:arose@fs.fed.us">arose@fs.fed.us</a></p> <p>Dan Briot, Patrol Captain 602 S. Tippecanoe San Bernardino, CA 92408 Telephone: 909-382-2698 FAX: 909-382-0705 Email: <a href="mailto:dbriot@fs.fed.us">dbriot@fs.fed.us</a></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: <a href="mailto:bbarlahan@fs.fed.us">bbarlahan@fs.fed.us</a></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 909-599-1267 ext. 246 (office) FAX: 909-592-1404 <a href="mailto:rwears@fs.fed.us">rwears@fs.fed.us</a></p>	<p>Cynthia Maldonado, Admin. Assistant 444 East Bonita Ave. San Dimas, CA 91773 Telephone: 909-599-1267 ext. 214 FAX: 909-592-1404 Email: <a href="mailto:cmaldonado@fs.fed.us">cmaldonado@fs.fed.us</a></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: \$14,000.00**

### **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 U.S. Forest Service (Designated Representative or Alternate Representative) if greater expenditures are necessary. All expenditures in this category shall be approved by the U.S. 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 \$15,000.00**



## 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 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.

**VI. BILLING FREQUENCY:**

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

The Cooperator will furnish the U.S. 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 11-LE-11051360-230.

**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)

- B.** Final billings for reimbursement must be received by the U.S. Forest Service before October 30, 2014 in order to receive payment. Please see agreement provision IV-V regarding use of funding in succeeding years.
- C.** Annually update the SAM registration of the County Sheriff's DUNS# on the System for Award Management website at [www.sam.gov](http://www.sam.gov) for the verification of the EFT (Electronic Funds Transfer) banking information.



D. 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	\$14,000.00	N/A
Training	\$1,000.00	N/A
Equipment and Supplies		10%
Special Enforcement Situations		N/A
<b>Total</b>	<b>\$15,000.00</b>	<b>N/A</b>

E. 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.

STANLEY L. SNIFF JR., Sheriff  
Riverside County, CA

Date

5/15/14

COUNTY COUNSEL  
Riverside County, CA

Date

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

02/17/14

Date

SCOTT HARRIS, 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

24 January 2014  
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.



FS Agreement No. 11-LE-11051360-230  
Cooperator Agreement No. \_\_\_\_\_  
Modification No. 08

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to Riverside County Clerk of the Board, Stop 1010  
Post Office Box 1147, Riverside, Ca 92507-1147  
Thank you.

**EXHIBIT B**

**COOPERATIVE LAW ENFORCEMENT ANNUAL OPERATING PLAN &  
FINANCIAL PLAN  
Between The  
RIVERSIDE COUNTY SHERIFF'S DEPARTMENT  
And the  
USDA, FOREST SERVICE  
SAN BERNARDINO and CLEVELAND NATIONAL FORESTS**

**2014 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 Riverside County Sheriff's Department, hereinafter referred to as "RCS," and the USDA, Forest Service, San Bernardino and Cleveland National Forests, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #11-LE-11051360-230 executed on August 1, 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, 2013 and ending September 30, 2014.

Previous Year Carry-over: **\$15,672.89**  
Current FY-14 Year Obligation: **\$1,327.11**  
FY-14 Annual Operating Plan: **\$17,000.00**

**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.

**Principle Cooperator Contacts:**

<b>Cooperator Program Contact</b>	<b>Cooperator Administrative Contact</b>
Stanley Sniff, Sheriff 4095 Lemon Street, 2 <sup>nd</sup> Floor Riverside, CA 92502 951-955-2400 FAX: 951-955-2428 <b>OR</b>	Bob Meyers, Administrative Manager 4095 Lemon Street, 2 <sup>nd</sup> Floor Riverside, CA 92502 951-955-2722 FAX: 951-955-2428 Email: <a href="mailto:bmeyers@riversidesheriff.org">bmeyers@riversidesheriff.org</a>

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2014-6-123093



Narcotics Unit Representative  
4095 Lemon Street, 2<sup>nd</sup> Floor  
Riverside, CA 92502  
Telephone: 951-955-2400

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

<b>U.S. Forest Service Program Manager Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
Greg Meese, Special Agent Cleveland National Forest 10845 Rancho Bernardo Rd., Ste 200 San Diego, CA 92127-2107 Telephone: 858-674-2986 Cellphone: 619-895-2747 FAX: 858-673-6193 Email: <a href="mailto:gmeese@fs.fed.us">gmeese@fs.fed.us</a>	Gregory Walker, Program Support Assistant Pacific Southwest Regional Office – LEI 1323 Club Drive Vallejo, CA 94592 707-562-9127 FAX: 707-562-9031 Email: <a href="mailto:gregorytwalker@fs.fed.us">gregorytwalker@fs.fed.us</a>

<b>U.S. Forest Service Program Coordinator Contact</b>
Peter Jordan, Assistant Special Agent in Charge Pacific Southwest Regional Office – LEI 1323 Club Drive Vallejo, CA 94592 Telephone: 707-562-8662 FAX: 707-562-9031 Email: <a href="mailto:pjordan@fs.fed.us">pjordan@fs.fed.us</a>

**II. CONTROLLED SUBSTANCE OPERATIONS**

Pursuant to IV- I of Agreement No. 11-LE-11051360-230, 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 RCS 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. Reconnaissance shall be performed using a U.S. Forest Service approved aircraft with a minimum of one U.S. Forest Service observer on board, unless waived by the U.S. Forest Service.
2. To reimburse RCS 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 RCS 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:** RCS 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 RCS 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. RCS 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 **RCS** mutually agree to the following:

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

Salary (base)	<b>\$101.35</b> per hour,
Salary (overtime)	<b>\$ base + ½</b> per hour,
Per diem costs	<b>\$34/M&amp;IE + \$55/Lodging,</b>
Travel (mileage and fares)	<b>\$0.84</b> per mile,
Helicopter flight time	<b>Actual documented costs,</b>
Supplies or equipment	<b>Actual documented costs</b>

- 2. The total expenditures of **RCS** that may be reimbursed may not exceed... **\$17,000.00**.  
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. *See Cooperative Law Enforcement Agreement Provision IV-V.*

**III. BILLING FREQUENCY:**

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

**RCS** 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:

Send photo copy to:



Gregory Walker, PSA  
Pacific Southwest Regional Office - LEI  
1323 Club Drive  
Vallejo, CA 94592

Greg Meese, Special Agent  
Cleveland National Forest  
10845 Rancho Bernardo Rd., Ste 200  
San Diego, CA 92127-2107

- 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 30, 2014 in order to receive payment.**
- d. Annually update the SAM registration of the County Sheriff's DUNS# on the System for Award Management website at [www.sam.gov](http://www.sam.gov) for the verification of the EFT (Electronic Funds Transfer) banking information.**

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

Jeff Stone 6/3/14  
 \_\_\_\_\_  
 JEFF STONE Chairman, Board of Supervisors Date  
 Riverside County, CA

William A. D. Yorio 6/03/14  
 \_\_\_\_\_  
 STANLEY L. SNIFF JR., Sheriff Date  
 Riverside County, CA

Scott Harris 6/10/14  
 \_\_\_\_\_  
 SCOTT HARRIS, Special Agent in Charge Date  
 U.S. Forest Service, Pacific Southwest Region

ATTEST:  
 KECIA HARPER, IHEM, Clerk FOR MAN APPROVED COUNTY COUNSEL  
 BY: Neal R. Kipnis DATE: 6/10/14  
 DEPUTY



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

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

*24 January 2014*  
Date

**Job Code: NFLE0514 1360 \$1327.11**

Burden Statement

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