



FS Agreement No. 16-LE-11051360-027  
Modification no. 012  
Cooperator Agreement No. \_\_\_\_\_

**EXHIBIT A**

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

**Between The  
HUMBOLDT COUNTY SHERIFF’S OFFICE  
And the  
USDA, FOREST SERVICE  
SIX RIVERS NATIONAL FOREST**

**Fy-2020 ANNUAL OPERATING AND FINANCIAL PLAN**

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between the Humboldt County Sheriff’s Office, hereinafter referred to as “Cooperator,” and the USDA, Forest Service, Six Rivers National Forest, hereinafter referred to as the “U.S. Forest Service,” under the provisions of Cooperative Law Enforcement Agreement #16-LE-11051360-027 executed on October 27, 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, 2019 and ending September 30, 2020.

Previous Year Carry-over: \$4,585.88  
Current FY-2020 Year Obligation: \$3,414.12  
**FY-2020 Total Annual Operating Plan: \$8,000.00**

**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>
William Honsal 826 Fourth Street Eureka, CA 95501 Telephone: (707) 268-3611 FAX: (707) 445-7298 E-Mail: <a href="mailto:wfhonsal@co.humboldt.ca.us">wfhonsal@co.humboldt.ca.us</a>	Katie Collender 826 Fourth Street Eureka, CA 95501 Telephone: (707) 268-3605 FAX: (707) 445-7298 E-Mail: <a href="mailto:kcollender2@co.humboldt.ca.us">kcollender2@co.humboldt.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>
Chris Magallon, Patrol Captain Klamath National Forest 1711 South Main Street Yreka, Ca 96097 Telephone: (530) 841-4464 E-Mail: <a href="mailto:christopher.magallon@usda.gov">christopher.magallon@usda.gov</a>	Danielle Colby, Program Assistant Shasta-Trinity National Forest 3644 Avtech Parkway Redding, Ca 96002 Telephone: (530) 226-2593 FAX: (530) 226-2472 E-Mail: <a href="mailto:danielle.colby@usda.gov">danielle.colby@usda.gov</a>
	<b>U.S. Forest Service Grants and Agreement Contact</b>
	Geraldine C. Bordash (Gerri) Grants Management Specialist Pacific Southwest Region 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:

- \$0.50/mile patrolled
- Per diem rate is \$44/day + \$86 for lodging actuals, per day
- Wages at the prevailing rate of \$40.00/hour or base + half

**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.

1. Patrol on following U.S. Forest Service roads:

Roads designated and maintained by the U.S. Forest Service within the Cooperator's jurisdiction.

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

To make vehicle patrols within the Six Rivers National Forest to include campgrounds, day use areas, developed sites, boat ramps, dispersed sites and other areas of concentrated use.



Additional patrols during the three (3) major summer holiday weekends as needed or requested.

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

### III. TRAINING:

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

Total reimbursement for this category shall not exceed the amount of: \$1,500.00

### IV. EQUIPMENT:

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

Total reimbursement for this category shall not exceed the amount of: \$1,500.00

### 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 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.*

- A. Hard copy or scanned/emailed version of billing/invoices should go to:

Danielle Colby, LEI Program Assistant  
3644 Avtech Parkway  
Redding, CA 96002  
danielle.colby@usda.gov

**AND**

U.S. Forest Service  
Albuquerque Service Center  
Payments, Grants & Agreements  
101 B Sun Avenue NE  
Albuquerque, NM 87109  
[sm.fs.asc\\_ga@usda.gov](mailto:sm.fs.asc_ga@usda.gov)

- 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	\$5,000.00	N/A
Training	\$1,500.00	N/A
Equipment	\$1,500.00	N/A
Special Enforcement Situations	N/A	N/A
<b>Total</b>	<b>\$8,000.00</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.*

D. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement.

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

WILLIAM HONSAL, Sheriff  
Humboldt County

4/1/2020

Date

TED O. MCARTHUR, Forest Supervisor  
U.S. Forest Service, Six Rivers National Forest

Date

County Commissioner

Date

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

Date

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

GERALDINE C. BORDASH  
U.S. Forest Service Grants Management Specialist

05/26/2020

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  
Drug/Patrol

USDA Forest Service, Six Rivers NF	County: Humboldt
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Law Enforcement Billing Summary	Month:	Year:
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Check appropriate block: <input checked="" type="checkbox"/> Coop Patrol <input type="checkbox"/> Controlled Substance Operations
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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**  
16-LE-11051360-027

**Initial**  **Follow Up**

1. Cooperator (Department Name): <b>Humboldt County Sheriff</b>			2. National Forest: <b>Six Rivers</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	10	06	Humboldt	
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)	

**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.

