



COUNTY OF HUMBOLDT

AGENDA ITEM NO.  
**C-12**

For the meeting of: May 2, 2017

Date: April 7, 2017  
To: Board of Supervisors  
From: Michael T. Downey, Sheriff  
Subject: Annual Financial Plan for United States Department of Agriculture Forest Service Six Rivers National Forest Cooperative Agreement

RECOMMENDATION(S):

That the Board of Supervisors:

1. Accept the Cooperative Law Enforcement Annual Patrol Operating Plan and Financial Plan, #16-LE-11051360-027 (Patrol Operating Financial Plan), Modification 005, between Humboldt county Sheriff's Office and United States Department of Agriculture, Forest, Six Rivers National Forest (USDA Forest Service) for the period beginning October 1, 2016 and ending September 30, 2017; and
2. Accept the Cooperative Law Enforcement Annual Drug Operations Plan and Financial Plan #16-LE-11051360-027 (Drug Operations Financial Plan), Modification 006, between Humboldt county Sheriff's Office and United States Department of Agriculture, Forest, Six Rivers National Forest for the period beginning October 1, 2016 and ending September 30, 2017; and

Prepared by *Norma S. Lorenzo*  
Norma S Lorenzo, Deputy Director Admin

CAO Approval *[Signature]*

REVIEW:			
Auditor _____	County Counsel <u>NAD</u>	Human Resources _____	Other _____

TYPE OF ITEM:  
 Consent  
 Departmental  
 Public Hearing  
 Other \_\_\_\_\_

PREVIOUS ACTION/REFERRAL:  
Board Order No. C-15  
Meeting of: Oct 13, 2015

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT**

Upon motion of Supervisor Wilson  
Seconded by Supervisor Sundberg  
Ayes Sundberg, Bass, Bahn, Wilson  
Nays \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent Fennell

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: May 2, 2017  
By: *[Signature]*  
Kathy Hayes, Clerk of the Board

3. Authorize the Chair of the Board of Supervisors and Humboldt County Sheriff to sign four (4) original copies of the Patrol Operating Financial Plan (Attachment 1) and modifications, extensions and all other documents required by USDA Forest Service for participation in the Master Agreement of the Cooperative Law Enforcement Patrol Operating Plan; and
4. Authorize the Chair of the Board of Supervisors and Humboldt County Sheriff to sign four (4) original copies of the Drug Operations Financial Plan (Attachment 2) and modifications, extensions and all other documents required by USDA Forest Service for participation in the Master Agreement of the Cooperative Law Enforcement Drug Operations Plan.

**SOURCE OF FUNDING:**

USDA Forest Service Six Rivers National Forest

**DISCUSSION:**

The USDA Forest Service makes funds available through Six Rivers National Forest through a Five-year Cooperative Law Enforcement Master Agreement for added law enforcement and drug operations services in Forest Service campgrounds and on roads maintained by the Forest Service. The current five-year Master Cooperative Law Enforcement Agreement was approved by your Board on October 13, 2015 for the period beginning October 1, 2015 through September 30, 2020. Modifications are signed each year for approval of annual financial plans, for both the Patrol Operating Plan (Attachment 1) and the Drug Operations Plan (Attachment 2). In the past annual financial modifications were brought to your Board for review, however, staff is recommending that you authorize the Chair and Sheriff to sign annual modifications for the duration of the this agreement period.

The Cooperative Law Enforcement Master Agreement establishes a cooperative effort between the Sheriff and local Forest Service offices to enhance local law enforcement in connection with law enforcement activities on National Forest Service lands, and provide for reimbursement to the Sheriff's Office for services provided under this agreement.

**FINANCIAL IMPACT:**

The USDA Forest Service Cooperative Law Enforcement Five-year Master Agreement authorizes reimbursement for services provided to the Forest Service by the Sheriff's Office. Reimbursement rates are negotiated each year with operating agreement modifications that begin October 1 each year and expire September 30 of the following year. Modifications 005 and 006 are detailed as follows:

Modification	Expiration	Amount
Patrol Operating Plan Modification 005	September 30, 2017	\$11,000
Drug Operations Plan Modification 006	September 30, 2017	\$ 8,000

Approval of the Cooperative Law Enforcement Agreement for patrols on lands under the control of Six Rivers National Forest, meets the Board of Supervisors' Strategic Framework Plan by ensuring inter-jurisdictional and regional cooperation to provide community appropriate levels of service.

**OTHER AGENCY INVOLVEMENT:**

USDA Forest Service

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board could deny approval of the Cooperative Law Enforcement annual financial plans with USDA Forest Service, however, this is not recommended as it would leave the County without reimbursement for services performed on Federal lands.

**ATTACHMENTS:**

- |              |  |
|--------------|--|
| Attachment 1 | Cooperative Law Enforcement Annual Patrol Operating Plan and Financial Plan #16-LE-11051360-027 Modification 005 |
| Attachment 2 | Cooperative Law Enforcement Annual Drug Operations Plan and Financial Plan #16-LE-11051360-027 Modification 006  |

**Attachment 1**

Accept the Cooperative Law Enforcement Annual Patrol Operating Plan  
and Financial Plan #16-LE-11051360-027  
Modification 005

**Attachment 2**

Cooperative Law Enforcement Annual Drug Operations Plan  
and Financial Plan #16-LE-11051360-027  
Modification 006



FS Agreement No. 16-LE-11051360-027  
Cooperator Agreement No. \_\_\_\_\_  
Modification No. 005

**EXHIBIT A**

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

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

**Fy-2017 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, 2016 and ending September 30, 2017

Prior Year Carry-over: \$4,100.00  
Current FY-2017 Obligation: \$3,900.00  
**FY-2017 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>
Michael T. Downey 826 Fourth Street Eureka, CA 95501 Telephone: (707) 445-7251 FAX: (707) 445-7298 Email: <a href="mailto:mdowney@co.humboldt.ca.us">mdowney@co.humboldt.ca.us</a>	Norma Lorenzo 826 Fourth Street Eureka, CA 95501 Telephone: (707) 268-3605 FAX: (707) 445-7298 Email: <a href="mailto:nlorenzo@co.humboldt.ca.us">nlorenzo@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>
Carson Harris, Patrol Captain Shasta-Trinity National Forest 3644 Avtech Parkway Redding, CA 96002 Telephone: (530) 226-2591 FAX: (530) 226-2472 Email: <a href="mailto:crharris@fs.fed.us">crharris@fs.fed.us</a>	Lana Cruz, Program Assistant Shasta-Trinity National Forest 3644 Avtech Parkway Redding, CA 96002 Telephone: (530) 226-2593 FAX: (530) 226-2472 Email: <a href="mailto:lanacruz@fs.fed.us">lanacruz@fs.fed.us</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 Telephone: (707) 562-8782 FAX: (707) 562-9144 Email: <a href="mailto:gbordash@fs.fed.us">gbordash@fs.fed.us</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-J and IV-L for additional information.*

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

NOTE: Funds not used for Training may be used for Patrol activities.

### 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

NOTE: Funds not used for Equipment may be used for Patrol activities.

Unused training and/or equipment funds may be used for patrol activities, in which case the maximum reimbursement for Patrol Activities may not exceed the amount of: \$8,000.00.

### 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 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:

Lana Cruz, LEI Program Assistant  
3644 Avtech Parkway  
Redding, CA 96002  
[lanacruz@fs.fed.us](mailto:lanacruz@fs.fed.us)

**AND**

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

Or [asc\\_ga@fs.fed.us](mailto:asc_ga@fs.fed.us)



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

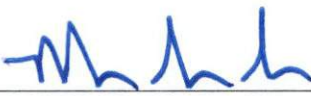
Category	Estimated Costs	Not to Exceed by %
Patrol Activities	\$5,000.00	\$8,000.00
Training	\$1,500.00	\$0.00
Equipment	\$1,500.00	\$0.00
Special Enforcement Situations	N/A	N/A
<b>Total</b>	<b>\$8,000.00</b>	<b>\$8,000.00</b>

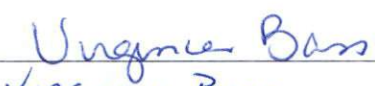
C. Any remaining funding in this Annual Operating Plan may be carried forward to the next FY-2017 year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or deobligated at the request of the U.S. Forest Service. See Cooperative Law Enforcement Agreement Provision 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.

\_\_\_\_\_  
MICHAEL T DOWNEY, Sheriff Date  
Humboldt County

  
\_\_\_\_\_  
MERV GEORGE JR, Forest Supervisor Date  
U.S. Forest Service, Six Rivers National Forest 3-20-17

  
\_\_\_\_\_  
VIRGINIA BASS Date  
~~County Commissioner~~ CHAIR, BOARD OF SUPERVISORS  
County of Humboldt 5/2/17

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



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

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

03/10/2017

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:     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**  
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 <b>05</b>	Forest <b>10</b>	State <b>06</b>	County <b>Humboldt</b>	Month
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.



FS Agreement No. 16-LE-11051360-027  
Cooperator Agreement No. \_\_\_\_\_  
Modification No. 006

**EXHIBIT B**

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

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

**FY-2017 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 Humboldt County Sheriff's Office, hereinafter referred to as "HCSO," 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 01, 2016 and ending September 30, 2017.

Prior Year Carryover: \$0.00  
Current FY-2017 Year Obligation: \$11,000  
**FY-2017 Total Annual Operating Plan: \$11,000.00**

**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>
Michael T. Downey, Sheriff Humboldt County 826 Fourth Street Eureka, CA 95501-0516 <b>Telephone:</b> (707)445-7251 <b>FAX:</b> (707) 445-7298 <b>E-mail:</b> <a href="mailto:mdowney@co.humboldt.ca.us">mdowney@co.humboldt.ca.us</a>	Norma Lorenzo Humboldt County 826 Fourth Street Eureka, CA 95501 <b>Telephone:</b> (707)268-3605 <b>FAX:</b> (707) 268-3605 <b>E-mail:</b> <a href="mailto:nlorenzo@co.humboldt.ca.us">nlorenzo@co.humboldt.ca.us</a>



<b>Cooperator Alternate Contact</b>
Wayne Hansen, Lt. Humboldt County Sheriff Department 826 Fourth Street Eureka, CA 95501-0516 <b>Telephone:</b> (707) 268-3639 <b>FAX:</b> (707)445-7298 <b>E-mail:</b> <a href="mailto:whansen@co.humboldt.ca.us">whansen@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>
Nick Roe, Special Agent Shasta-Trinity National Forest 6101 Airport Road Redding, CA 96002 <b>Office:</b> (530)772-1826 <b>FAX:</b> (530)226-2716 <b>E-mail:</b> <a href="mailto:nickroe@fs.fed.us">nickroe@fs.fed.us</a>	Jennie Shirley, Administrative Specialist Pacific Southwest Regional Office – LEI 1323 Club Drive Vallejo, CA 94592-1110 <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>	<b>U.S. Forest Service Grants and Agreement Contact</b>
Peter Jordan Assistant Special Agent in Charge Pacific Southwest Regional Office – LEI 1323 Club Drive Vallejo, CA 94592-1110 <b>Office:</b> (707)562-8662 <b>FAX:</b> (707)562-9031 <b>E-mail:</b> <a href="mailto:pjordan@fs.fed.us">pjordan@fs.fed.us</a>	Geraldine C. Bordash, (Gerri) Grants Management Specialist Pacific Southwest Region 1323 Club Drive Vallejo, CA 94592-1110 <b>Office:</b> (707) 562-8782 <b>FAX:</b> (707) 562-9144 <b>E-mail:</b> <a href="mailto:gbordash@fs.fed.us">gbordash@fs.fed.us</a>

**II. CONTROLLED SUBSTANCE OPERATIONS**

Pursuant to *IV- J* of Agreement No. 16-LE-11051360-027, 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 **HCSO** 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.
2. To reimburse **HCSO** 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 **HCSO** 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:** **HCSO** 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 **HCSO** 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. **HCSO** 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 **HCSO** mutually agree to the following:

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

Salary (base)	\$40.00 per hour,
Salary (overtime)	\$60.00 per hour,
Per diem costs	\$39/M&IE + \$60/Lodging,
Travel (mileage and fares)	\$0.61 per mile,
Helicopter flight time	Actual documented costs,
Supplies or equipment	Actual documented costs

- 2. The total expenditures of **HCSO** that may be reimbursed may not exceed... **11,000.00**  
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.**

**III. BILLING FREQUENCY:**

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

**HCSO** 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, Administrative Spclst  
Pacific Southwest Regional Office - LEI  
1323 Club Drive  
Vallejo, CA 94592-1110

Send photo copy to:  
Nick Roe, Special Agent  
Shasta-Trinity National Forest  
601 Airport Road  
Redding, CA 96002

**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](mailto: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, 2017 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: NFLE5117 1360 \$11,000**

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

\_\_\_\_\_  
MICHAEL T. DOWNEY, Sheriff  
Humboldt County

\_\_\_\_\_  
Date

*Virginia Bass*  
\_\_\_\_\_  
Chairperson, Board of Supervisors  
Humboldt County

*5/2/17*  
\_\_\_\_\_  
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.

03/10/2017

GERALDINE C. BORDASH

Date

U.S. Forest Service, Grants Management Specialist

Burden Statement

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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:    _____ Coop Patrol <input checked="" 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 Special Agent	
I certify the above billing/invoice is accurate and complete.		I certify services have been received as stated.	
Sheriff	Date	USFS Special Agent	Date



**USDA**  
Forest Service

**LAW ENFORCEMENT ACTIVITY**

**REPORT**

(Ref. FSM 5300)

Agreement Number

16-LE-11051360-027

Initial

Follow Up

1. Cooperator (Department Name): Humboldt County Sheriff  
2. National Forest: Six Rivers

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	Year
05	10	06	Humboldt		

7. Patrol Units (16-18)  
8. Search and Rescue Missions  
Hours (19-22) No. (23-24)  
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:

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