Hem# 9-20

City of Carson City Agenda Report

Date Submitted: 5-26-09

Agenda Date Requested: 6-4-09

Time Requested: Consent Agenda

To: Carson City Board of Supervisors

From: Carson City Sheriff's Office

Subject Title: Action to approve the FY2009 Financial and Operating Plan for Cooperative Patrol Services between the United States Forest Service, Lake Tahoe Management Unit and the Carson City Sheriff's Office – Agreement number 06LE11051360-044.

Staff Summary: The document is a continuation of previous Operating Plans and provides for the reimbursement of costs relative to law enforcement activities while performing work for the United States Forest Service. Patrol areas include Lake Tahoe National Forest beaches, forests and parking areas including but not limited to Chimney Beach and Secret Harbor/Secret Cove.

| Type of Action Requested: () Resolution (_X_) Formal Action/Motion | (check one) () Ordinance () Other (Specify) | |
|--|---|--------|
| Does This Action Require A Business | s Impact Statement: () Yes | (X) No |

Recommended Board Action: I move to approve the FY2009 Financial and Operating Plan for Cooperative Patrol Services between the United States Forest Service, Lake Tahoe Management Unit and the Carson City Sheriff's Office – Agreement number 06LE11051360-044.

Explanation for Recommended Board Action: The emphasis of the patrols is to discourage and take action on vandalism of government property, lewd and obscene behaviors, illegal camping, illegal campfires, littering, fighting, illegal parking in Forest Service parking lots, under age drinking, drug use and other applicable Nevada State laws.

Applicable Statute, Code, Policy, Rule or Regulation:

Fiscal Impact: No fiscal impact - \$10,500 reimbursement allocation

Funding Source: N/A

Supporting Material: FY2009 Financial and Operating Plan for Cooperative Patrol

Prepared By: Kathie Heath, Business Manager

| Reviewed By: | | |
|---------------------|----------------|---------------|
| | | Date: 5/26/05 |
| (City Manager) | | Date: 5-26-09 |
| (District Attorney) | | Date: 5/26/09 |
| (Finance Director) | | Date: 5/26/09 |
| (Sheriff) | | . , |
| Board Action Taken: | | |
| Motion: | - 1) <u> </u> | Aye/Nay |
| | - / | |
| | | |
| | | |
| (Vote Recorded By) | | |

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EXHIBIT A

FY2009 FINANCIAL AND OPERATING PLAN for COOPERATIVE PATROL USFS, Lake Tahoe Basin Management Unit - Sheriff, Carson City, NV

FY 2009 Total Allocation: \$10,500.00

Carson City Fed Tax ID: 88-6000189

This Annual Financial and Operating Plan (Operating Plan), is hereby made and entered into by and between the Carson City Sheriff's Department, hereinafter referred to as the Cooperator, and the United States Department of Agriculture, Lake Tahoe Basin Management Unit, hereinafter referred to as the Forest Service, under the provisions of Cooperative Law Enforcement Agreement: 06LE11051360-044.

This Annual Operating and Financial Plan is made and agreed to as of the last date signed below and is for the period beginning October 01, 2008 and ending September 30, 2009.

I. GENERAL:

A. The following individuals shall be the designated and alternate representative of each party, so designated, to make or receive requests for special enforcement activities:

Designated Representatives:

Bob White Tom Crawford Carson City Sheriff's Department 901 East Musser Street Carson City, NV 89701 775.887.2020 ext 1404

Gary Barnett Patrol Captain Lake Tahoe Basin Mgt. Unit 9646 Donner Pass Road. Truckee, CA 96161-2949, 530.587.3558 ext. 237 abarnett@fs.fed.us

Alternate Representatives:

Laura Clarke **Greg Knox** Law Enforcement Officer Law Enforcement Officer Lake Tahoe Basin Management Unit 35 College Drive South Lake Tahoe, CA 96150 530.543.2600 gknox@fs.fed.us

- Lake Tahoe Basin Management Unit 3080 North Lake Blvd. Tahoe City, CA 530.583.2869 Iclarke@fs.fed.us
- B. Reimbursement for all types of enforcement activities while doing work for the Forest Service shall be at the following rates including wages, fringe benefits and equipment unless specifically stated otherwise:
 - Regular Deputies: For the services provided in Section II, the Forest Service agrees to reimburse the COOPERATOR at a rate not to exceed \$28.00 per hour (rate includes mileage).

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2. Reserve Deputies: For the services provided in Section II, the Forest Service agrees to reimburse the COOPERATOR at a rate not to exceed \$20.00 per hour (rate includes mileage).

II. PATROL ACTIVITIES: Total allocation for this category: \$10,500.00

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 Forest Service. Ample time will be spent in each area to make visitors aware that law enforcement officers are in the vicinity.

The emphasis of the patrols is to discourage and take action on vandalism of government property, lewd and obscene behaviors, illegal camping, illegal campfires, littering, fighting, illegal parking in Forest Service Parking lots, under age drinking, drug use and other applicable Nevada State laws. Behaviors of concern in the area are: sex and sexual activities in public, sexual assaults, people walking naked on trails, fighting, underage drinking, drug use, illegal camping and campfires, and vandalism.

<u>Patrol Areas</u>: Lake Tahoe National Forest beaches, forests, and parking areas including but not limited to:

- Chimney Beach parking area, trail to beach, and Chimney beaches, forest surrounding beaches and trail and shoreline area connecting to Secret Harbor/ Secret Cove parking lot trails.
- Secret Harbor/Secret Cove Parking area, trail and road system leaving parking lot, all beaches and rocky shoreline accessed by parking lot. Emphasis in patrols and presence in the Secret Cove area and forest surrounding cove.
 - 1. Cooperator will provide foot and vehicle patrols at National Forest beaches, forests, and parking areas.
 - a. Patrols are to be made in a marked Sheriff's vehicle as well as on foot during the day and after dark. The assigned Deputies will possess a radio capable of operating on Forest Service frequencies or other jointly available frequencies and will maintain communications with the Forest Service LEOs.
 - b. For each Patrol Shift, the assigned personnel will complete and turn in an Officer's Daily Field Activity Report (FS 5300-26). These logs shall accompany the request for reimbursement.
 - Cooperator will provide special boat patrols along National Forest shorelines and beaches to detect, enforce, and report violations of laws and regulations as they pertain to resource and property protection and public and employee safety.
 - a. Patrols are to be made in a marked Sheriff's vessel as well as on foot during the day and after dark. The assigned Deputies will possess a radio capable of operating on Forest Service frequencies or other jointly available frequencies and will maintain communications with the Forest Service LEOs.
 - b. For each Patrol Shift, the assigned personnel will complete and turn in an Officer's Daily Field Activity Report (FS 5300-26). These logs shall accompany the request for reimbursement.
 - 3. Cooperator will go in and out of service via radio or telephone with Camino Emergency Command Center 530.642.5170 and notify the Center of all known injury/fatality incidents that occur on National Forest System lands as soon as possible.

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III. SPECIAL ENFORCEMENT SITUATIONS:

- A. Special Enforcement Situations include, but are not limited to: Fire Emergencies 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 Forest Service designated representative listed in Item I-A of this Operating Plan. The designated representative will then notify the Cooperator if additional funds are available. If funds are authorized, the parties will then jointly prepare an amendment to this Operating Plan.
- **IV. BILLING FREQUENCY -** For services requested in item II, 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 December 31, 2009.
- a. Mail a copy of itemized billing statements, LE Billing Summary & patrol logs to:
 Melissa Ewing
 Law Enforcement & Investigations
 631 Coyote Street
 Nevada City, CA 95959
- b. The Albuquerque Service Center is the payment center for all payments. Do not send back up documents to the ASC. Send only the hard copy invoice & Law Enforcement Billing Summary to the ASC via any of the following 3 options:
- US Forest Service
 Albuquerque Service Center
 Payments Grants & Agreements
 1001 B Sun Ave NE
 Albuquerque, NM 87109
- 2. Or fax to: 877.687.4894 Attn: Payments, Grants & Agreements
- 3. Or e-mail scanned invoice to: asc_g&a@fs.fed.us

NOTE: Annually update the CCR registration of the County Sheriff's DUNS# on the Central Contractors Registration (CCR) website at www.ccr.gov for the verification of the EFT (Electronic Funds Transfer) banking information.

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| The authority and format of this instrument has been review | wed and approved for signature. |
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| Theodoris Brownerd | 1/5/2003 |
| THEODORIS BROUSSARD Grants & Agreements Specialist R5, RO AQM Operations | Date |
| Job Code: NFLE05 – 1360 - \$10,500.00 Patrol | |
| Approved as to format: | |
| County Grants and Agreements Specialist | Date |
| IN WITTNESS WHEREOF, the parties hereto have execut | ted this Annual Operating and Financial Plan. |
| Kenneth Furlong | 10/28/08 Date |
| Sheriff, Carson City | |
| Maw leyeur | 11/3/08 |
| Marv Teixeira Mayor, Carson City | > Date |
| Ili Ta | 12-9.03 |
| Terri Marceron | Date |
| Forest Supervisor, Lake Tahoe Basin Management Unit | 1/2/05 |
| Ronald W. Pugh Special Agent in Charge, Region 5 | ['] Daté |

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Law Enforcement Billing Summary

| USDA Forest Service, Lake Tahoe Basin Mgmt Unit | County: Carson City, NV |
|--|---------------------------------|
| Law Enforcement Billing Common Adapths | Year: |
| Law Enforcement Billing Summary Month: | Teal. |
| Check appropriate block: Coop Patrol | Controlled Substance Operations |
| A. T-t-I D-tI/I also at Harris | |
| 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: | \$ |

Certification Statement

| County Sheriff | | USFS Patrol Captai | n |
|--|-------------|--|------|
| I certify the above billing/invoice is a complete. | ccurate and | and I certify services have been received as sta | |
| Sheriff | Date | USFS Patrol Captain | Date |