

**City of Carson City
Agenda Report**

Date Submitted: May 24, 2011 **Agenda Date Requested:** June 2, 2011
Time Requested: Consent Agenda

To: Mayor and Supervisors

From: Carson City Sheriff's Office

Subject Title: Action to approve the FY2011 Cooperative Law Enforcement Annual Operating Plan and Financial Plan for Patrol Services between the United States Forest Service, Lake Tahoe Management Unit and the Carson City Sheriff's Office in the amount of \$10,500 – Agreement number 11-LE-11051360-232. (Ken Furlong)

Staff Summary: This 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: (check one)

Resolution Ordinance
 Formal Action/Motion Other (Specify)

Does This Action Require A Business Impact Statement: Yes No

Recommended Board Action: I move to accept the FY2011 Cooperative Law Enforcement Annual Operating Plan and Financial Plan for Patrol Services between the United States Forest Service, Lake Tahoe Management Unit and the Carson City Sheriff's Office in the amount of \$10,500 – Agreement number 11-LE-11051360-232.

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, underage drinking, drug use and other applicable Nevada State laws.

Applicable Statute, Code, Policy, Rule or Regulation: N/A

Fiscal Impact: There is no financial impact to the city as this is a no-match grant and includes the costs of all associated expenditures.

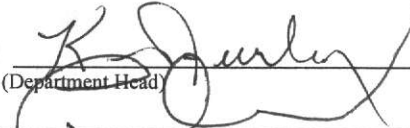



Explanation of Impact:

Funding Source: No fiscal impact - \$10,500 reimbursement allocation

Alternatives: No participation in the program.

Supporting Material: Operating Plan

Prepared By: Kathie Heath, Business Manager

Reviewed By:  Date: 5/20/11
(Department Head)
 Date: 5/24/11
(City Manager)
 Date: 5/24/11
(District Attorney)
 Date: 5/24/11
(Finance Director)

Board Action Taken:

Motion: _____ 1) _____ Aye/Nay
2) _____

(Vote Recorded By)



FS Agreement No. 11-LE-11051360-232
Modification No. 01
Cooperator Agreement No. _____

EXHIBIT A

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

**Between The
CARSON CITY SHERIFF'S DEPARTMENT
And the
USDA, FOREST SERVICE,
LAKE TAHOE BASIN MANAGEMENT UNIT**

2011 OPERATING AND FINANCIAL PLAN

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 "Cooperator," and the USDA, Forest Service, Lake Tahoe Basin Management Unit, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #11-LE-11051360-232 executed on . This Operating Plan is made and agreed to as of the last date signed below and is for the period beginning October 1, 2010 and ending September 30, 2011. Unspent funds may be carried forward to the succeeding fiscal year.

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:

Cooperator Program Contact	Cooperator Administrative Contact
Bob White Tom Crawford Carson City Sheriff's Department 901 East Musser Street Carson City, NV 89701 Telephone: 775-887-2020 ext 1404	Kathie Heath 901 E Musser St Carson City, NV 89701 Telephone: 775-877-2500 FAX: 775-877-2026 Email: kheath@carson.org



Principal U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Gary Barnett, Patrol Captain 9646 Donner Pass Road Truckee, CA 96161-2949 Telephone: 530-587-3558 x237 FAX: 530-587-4857 Email: gbarnett@fs.fed.us	Laura Clarke Law Enforcement Officer Lake Tahoe Basin Management Unit 35 College Drive South Lake Tahoe, CA 96150 Telephone: 530-642-5130 Email: lclarke@fs.fed.us

- B. Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise. The following rates include wages, fringe benefits, and mileage:

Regular Deputies	\$28 per hour (salary and mileage)
Reserve Deputies	\$20 per hour (salary and mileage)

II. PATROL ACTIVITIES:

- A. Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both Cooperator and the U.S. 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, underage 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.

- B. Patrol Areas: 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.

2. 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.

Funding is allocated as follows:

Total allocation for Patrol Activities shall not exceed:\$10,500

III. EQUIPMENT:

The Forest Service will loan those surplus items that will further the cooperative effort. These items are property, but in most cases will be expendable. The items will be tracked and accounted for by the Patrol Captain.

The Cooperator will account for and track these items, and will return them to the Forest Service when no longer needed and will report the damage or destruction of such property when applicable or no longer serviceable.

If the equipment is abused or neglected, as determined by the Forest Service, the Cooperator may be billed for the repairs or replacement of the equipment.

**IV. 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 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 Operating Plan.

V. BILLING FREQUENCY:

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

- a. Mail copies of itemized billing statements to:
Melissa Ewing
Law Enforcement & Investigations
631 Coyote St
Nevada City, CA 95959

Send hard copy invoices to:

US Forest Service
Albuquerque Service Center
Payments – Grants & Agreements
1001 B Sun Ave NE
Albuquerque, NM 87109

Or fax to: (877) 687-4894

Or e-mail scanned invoice to:

ASC_GA@fs.fed.us

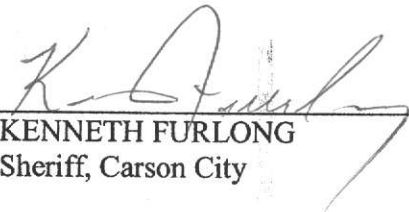
Final billings for reimbursement must be received by the Forest Service before December 31, 2011. Please see agreement provision IV-V regarding use of unspent funds in succeeding years.

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.

Total funding for 2011: NFLE2011 1360 = \$10,500



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


KENNETH FURLONG
Sheriff, Carson City

5/2/11
Date

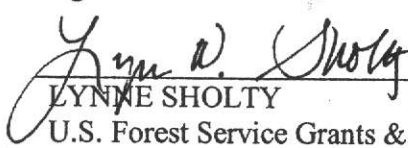
County Grants & Agreements Specialist Date

ROBERT CROWELL Date
Mayor, Carson City

JEFF MARSOLAIS, Acting Forest Supervisor Date
US Forest Service, Lake Tahoe Basin Mgt. Unit

SCOTT HARRIS, Special Agent in Charge Date
U.S. Forest Service, Pacific Southwest Region

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


LYNNE SHOLTY
U.S. Forest Service Grants & Agreements Specialist

2/15/11
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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