



**EXHIBIT A**

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

**Between The  
SISKIYOU COUNTY SHERIFF'S DEPARTMENT  
And the  
USDA, FOREST SERVICE  
KLAMATH, MODOC & SHASTA-TRINITY NATIONAL FOREST**

**FY-2017 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 Siskiyou County Sheriff's Department, hereinafter referred to as "Cooperator," and the USDA, Forest Service, Klamath, Modoc and Shasta-Trinity National Forests, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #16-LE-11051360-014 executed on March 21, 2016. 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.

**Klamath National Forest Allocations**

Previous Year Carry-Over: \$10,539.35  
Current Fiscal Year Obligation: \$21,460.65  
**FY-2017 Total KNF Allocations: \$32,000**

**Modoc National Forest Allocations**

Previous Year Carry-Over: \$3,872  
Current Fiscal Year Obligation: \$1,128  
**FY-2017 Total MDF Allocations: \$5,000.00**

**Shasta-Trinity National Forest Allocations**

Previous Year Carry-Over: \$4,450.14  
Current Fiscal Year Obligation: \$549.86  
**FY-2017 Total SHF Allocations: \$5,000.00**

**FY-2017 Total Annual Operating Plan: \$42,000**

**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>
Jon Lopey, Sheriff 305 Butte Street Yreka, CA 96097 Phone: (530) 842-8300 FAX: (530) 842-0125 Email: <a href="mailto:jon.lopey@siskiyousheriff.org">jon.lopey@siskiyousheriff.org</a>	Tomi Jackson, Dept Fiscal Officer 305 Butte Street Yreka, CA 96097 phone: (530) 842-8326 FAX: (530) 842-0125 Email: <a href="mailto:tomi.jackson@siskiyousheriff.org">tomi.jackson@siskiyousheriff.org</a>

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

<b>U.S. Forest Service Program Manager Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
Lathan Sidebottom, Patrol Captain Klamath National Forest 1711 S. Main Street Yreka, CA 96097 Phone: (530) 841-4464 FAX: (530) 841-4529 Email: <a href="mailto:lsidebottom@fs.fed.us">lsidebottom@fs.fed.us</a>	Jennifer Fried, LE Program Support Asst. Klamath National forest 1711 S. Main Street Yreka, CA 96097 Telephone: (530) 841-4579 FAX: (530) 841-4529 Email: <a href="mailto:jenniferdfried@fs.fed.us">jenniferdfried@fs.fed.us</a>
<b>U.S. Forest Service Program Coordinator Contact</b>	<b>U.S. Forest Service Grants and Agreements Contact</b>
Chad Krogstad, Patrol Commander Pacific Southwest Region 1323 Club Drive Vallejo, CA 94592-1110 Phone: 707-562-9125 FAX: 707-562-9031 E-Mail: <a href="mailto:ckrogstad@fs.fed.us">ckrogstad@fs.fed.us</a>	Geraldine C. Bordash (Gerri) Grants Management Specialist Pacific Southwest Region 1323 Club Drive Vallejo, CA94592-1110 Phone: 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:

Salary, base: \$48.00/hour.  
 Mileage: \$.50 per mile patrolled

Siskiyou County Dispatch will be an unscheduled service, for a flat fee, not to exceed the amount of \$7,000.00 per year (From KNF total funds.)

**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.

- B. U.S. Forest Service Law Enforcement, at their discretion, may request with advance notice, Sheriff's Office personnel to augment and assist USFS patrol operations. Such staffing will utilize the hourly rate(s) established in this agreement for reimbursement. Requests for patrol assistance may include, but are not limited to, holiday weekends, special events, periods of above average National Forest System use, (such as deer season opening weekend(s)), planned check points, and other special projects. Parties agree the Sheriff's Office ability to fulfill such requests will be based upon current and anticipated staffing levels and needs of the Sheriff's Office on the date(s) requested. When Sheriff's Office personnel are assigned to such duties, they will work in close partnership with U.S. Forest Service Law Enforcement Officers, Patrol Captain(s) and Special Agent(s) for the duration of the assignment. Assigned Sheriff's Office personnel should avoid routine response to non-National Forest System related calls for service, except in the most serious circumstances, for the duration of the shift.
- C. The patrols will be conducted on a no-set-time basis during the Department's normal shift assignments and usually between the hours of 6:00 PM and 6:00 AM during the Forest's recreation season of May 24 to September 30, 2017. Patrols will occur primarily on weekends, holidays and other high-use periods.

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

Roads **designated and maintained** by the Forest Service within the Cooperators area of jurisdiction.

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

**Area 1: Klamath National Forest:**

To make vehicle patrols within the Klamath National Forest, to include campgrounds, and public access roads. Time and duration is the discretion of the patrolling deputy.

- 1. Gooseneck Ranger District:**

- a. Deer Mountain & Four Corners Snow Parks (Winter)
- b. Juanita Lake Campground (Spring, Summer, Fall)
- c. Shafter Campground (Spring, Summer, Fall)

- 2. Oak Knoll Ranger District:**

- a. Highway 96, Klamath River Corridor Campgrounds (Summer months)

- 3. Scott River Ranger District:**

- a. Scott River Campgrounds (Spring, Summer, & High School Graduation period)
- b. Kelsey Creek Day Use Area (Summer evenings)



- c. Lovers Camp Trailhead (Summer)
- d. Kangaroo Lake Campground (Summer)

**4. Happy Camp Ranger District:**

- a. River rafting access parking areas (Spring, Summer)
- b. Curly Jack Campground (Spring, Summer, Fall)

**5. Ukonom Ranger District:**

- a. Salmon and Klamath River rafting parking areas (Summer, Fall)
- b. Nordheimer Campground (Spring, Summer, Fall)
- c. Dillon Creek Campground (Summer)

**6. Salmon River Ranger District:**

- a. Both the North and South Fork of the Salmon River Campgrounds, Dispersed River Camps, Trailheads (all areas, Spring, Summer, Fall)

Total reimbursement for this category Patrol Area **shall not exceed the amount of \$32,000.00 during the indicated period, inclusive of funds allocated to dispatch.**

**Area 2: Modoc National Forest**

To provide vehicular patrols within the Medicine Lake Recreation area, including the Forest Service administration site, campground, boat launching facilities, day use sites, Bulls Eye Lake, Blanche Lake, Payne Springs, and other areas of concentrated use.

Patrols will normally be scheduled on Fridays and Saturdays, between 1400-2000 hours with a duration of four to six hours. Patrols shall begin on or about July 01 and end on or about September 30. Provide additional patrols on the day before and the first day of deer hunting season.

Total reimbursement for this category Patrol Area **shall not exceed the amount of \$5,000.00 during the indicated period.**

**Area 3: Shasta-Trinity National Forest**

- D. The patrols will be conducted on a no-set-time basis during the Department's normal shift assignments and usually between the hours of 6:00 PM and 6:00 AM during the Forest's recreation season of May 24 to September 30, 2017. Patrols will occur primarily on weekends, holidays and other high-use periods.

The County agrees to provide at a minimum, patrols during 1 weekday and/or weekend during peak seasonal periods as follows within the Shasta-Trinity National Forest:



<u>Location</u>	<u>Weekday</u>	<u>Weekend</u>
Hotlum Area	1 patrol/wk	
Spring Hill Plantation Area	1 patrol/wk	
Fowlers Campground, Lower Falls		2 patrols/day
Cattle Camp, Loop Road		2 patrols/day
Everett Memorial/ Ski Bowl	1 patrol/wk	2 patrols/day
Algoma Campground	1 patrol/wk	
Gumboot Lake	1 patrol/wk	1 patrol/day
Castle Lake	2 patrols/wk	1 patrol/day
Trout Creek	1 patrol/day on holidays & opening day of deer season	

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

**Total reimbursement for dispatch and all patrol activities, including training and equipment described below, shall not exceed the amount of \$42,000.00 as reflected in total funding.**

**III. TRAINING:**

*See Cooperative Law Enforcement Agreement Provision IV-L 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: \$0.00 (For 2017)**



#### IV. EQUIPMENT AND SUPPLIES:

*See Cooperative Law Enforcement Agreement Provisions IV-J, IV-L, IV-M, and IV-N 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 equipment shall not exceed: \$0.00 (For 2017)**

#### 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 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. Mail copies of itemized billing statements to:**

Lathan Sidebottom, Patrol Captain  
USFS Law Enforcement  
1711 S. Main Street  
Yreka, CA 96097

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: 877-687-4984

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, 2017 in order to receive payment. Please see agreement provision IV-D regarding use of funding in succeeding years.

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

<b>Category</b>	<b>Estimated Costs</b>	<b>Not to Exceed by %</b>
Patrol Activities	<b>\$35,000.00</b>	N/A
Training	<b>\$0.00</b>	N/A
Equipment and Supplies	<b>\$0.00</b>	N/A
Dispatch	<b>\$7,000.00</b>	N/A
<b>Total</b>	<b>\$42,000.00</b>	<b>N/A</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 de-obligated at the request of the U.S. Forest Service. When funds are carried forward, the following fiscal years total obligation will be reduced the same amount. *See Cooperative Law Enforcement Agreement Provision IV-D.*

**D. Annually update the SAM registration of the County Sheriff's DUNS# on the System for Award Management website at <http://sam.gov> for the verification of the EFT (Electronic Funds Transfer) banking information.**

**Job Code: NFLE51 1360 \$21,460.65 KNF Patrol  
\$1,128.00 MDF Patrol  
\$549.86 SHF Patrol**

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

  
\_\_\_\_\_  
JON LOPEY, Sheriff  
Siskiyou County  
Date 4-19-17

  
\_\_\_\_\_  
PATRICIA A. GRANTHAM, Forest Supervisor  
U.S. Forest Service, Klamath National Forest  
Date 3.8.17

  
\_\_\_\_\_  
AMANDA G. MCADAMS, Forest Supervisor  
U.S. Forest Service, Modoc National Forest  
Date 3/20/2017

  
\_\_\_\_\_  
DAVE MYERS, Forest Supervisor  
U.S. Forest Service, Shasta-Trinity National Forest  
Date 4/1/17

SEE BACK SIGNATURE PAGE  
\_\_\_\_\_  
MICHAEL N. KOBSEFF Chairman,  
Board of Supervisors  
Siskiyou County  
Date

\_\_\_\_\_  
DON HOANG, 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.

02/09/2017

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

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  
PATROL

USDA Forest Service, Klamath, Modoc, Shasta-Trinity NF	County: SISKIYOU
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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-11051360-014

Initial  Follow Up

1. Cooperator (Department Name): <b>Siskiyou County Sheriff's Department</b>			2. National Forest: <b>Klamath</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>05</b>	State <b>CA</b>	County <b>Siskiyou</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:

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**USDA**  
Forest Service

**LAW ENFORCEMENT ACTIVITY**  
**REPORT**  
*(Ref. FSM 5300)*

Agreement Number  
16-LE-11051360-014

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1. Cooperator (Department Name): <b>Siskiyou County Sheriff's Department</b>			2. National Forest: <b>Modoc</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	Year
		05	09	CA	Siskiyou		
7. Patrol Units (16-18)		8. Search and Rescue Missions Hours (19-22)		9. Property Stolen (25-30) Dollars			
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**USDA**  
**Forest Service**

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3. Record (1)	4. Action Code (2) (FS Use Only) U-Update	5. Unit Identification (3-11)			6. Date (12-5)	
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		05	14	CA	Siskiyou	
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Remarks:

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CONTRACTOR:

By:   N/A  

\_\_\_\_\_

Date

TAXPAYER I.D.   N/A  

COUNTY OF SISKIYOU

By: \_\_\_\_\_  
Michael N. Kobseff, Chair

ATTEST:

COLLEEN SETZER

Clerk, Board of Supervisors

By: \_\_\_\_\_  
Deputy

ACCOUNTING:

Fund	Organization	Account	Activity Code (if applicable)
1002	202010	551400	\$42,000.00

Encumbrance number (if applicable)

If not to exceed, include amount not to exceed: \$42,000.00 (Forty-Two Thousand dollars and no cents).

*For multi-year contracts, please include separate sheet with financial information for each fiscal year.*

