



LASSEN COUNTY SHERIFF'S OFFICE

1415 Sheriff Cady Lane Susanville, CA 96130

Administration
Phone: (530) 251-8013
Fax: (530) 251-2884

Dispatch
Phone: (530) 257-6121
Fax: (530) 257-9363

Civil
Phone: (530) 251-8014
Fax: (530) 251-2884

Adult Detention Facility
Phone: (530) 251-5245
Fax: (530) 251-5243

Dean F. Growdon
Sheriff - Coroner

TO: Lassen County Board of Supervisors

FROM: Dean F. Growdon, Sheriff-Coroner, County of Lassen

SUBJECT: 2015-2016 Application for Financial Aid, State of California Department of Parks and Recreation, Division of Boating and Waterways

DATE: 03/06/2015

AGENDA DATE: 03/17/2015

RECOMMENDATION: The Lassen County Board of Supervisors approve the attached Financial Aid Application to the State of California, Department of Parks and Recreation, Division of Boating and Waterways for program participation in the Fiscal year 2015-2016, direct the Lassen County Clerk to prepare a Minute Order authorizing Sheriff Growdon to sign the Application for Financial Aid for Fiscal year 2015-2016 on behalf of Lassen County authorizing program participation.

DISCUSSION: Attached you will find the completed Application for Financial Aid for the fiscal year 2015-2016 to the State of California, Department of Parks and Recreation, Division of Boating and Waterways. The application process requires a minute order be issued, authorizing County participation in the program and the signature of the Chairman of the Board of Supervisors on the Agreement for Fiscal Year 2015-2016 Financial Assistance Program form.

Total financial aid funds requested for the 2015-2016 fiscal year is \$106,740.90

Agreement for Fiscal Year 2015-2016 Financial Assistance Program

The County Board of Supervisors representing Lassen County, a participant of the California Department of Parks and Recreation, Division of Boating and Waterways Boating Safety and Enforcement Financial Aid Program, agrees to the following:

a.] **SIXTY [DAYS TO BILL** for reimbursement of allowed expenses incurred on behalf of the participant after each fiscal quarter[ending September 30, December 31, March 31 and June 30.

b. A **5 PERCENT 15% 1 PENALTY FEE** is assessed if the participant exceeds the 60 day billing period, and additional 5 percent [for every 30 days thereafter that the claimant is late in filing the Claim for Reimbursement, forms 802, and Quarterly Activity Reports form 803; and

c. Penalty monies levied against the participant shall be deducted from the participant's TOTAL State Financial Aid Budget as approved by the California Department of Parks and Recreation, Division of Boating and Waterways.

Chairman

Date

Board of Supervisors

Director

Date

Department of Parks and Recreation,
Division of Boating and Waterways



Boating Safety and Enforcement Financial Aid Program Agreement

This agreement entered into this *1ST day of July, 2015*, by and between the CALIFORNIA DEPARTMENT OF PARKS AND RECREATION, DIVISION OF BOATING AND WATERWAYS, hereinafter called "Department," and the *COUNTY OF LASSEN*, hereinafter called "Agency";

WITNESSETH

WHEREAS, Contingent on approval of the Fiscal Year 2015-2016 budget, the Department intends to agree with Agency for the purpose of performing boating safety and enforcement activities as described in Title 14, California Code of Regulations Section 6593.3; and

WHEREAS, Agency is equipped, staffed and prepared to provide such services on the terms and conditions set forth in this agreement and in accordance with Title 14, California Code of Regulations Section 6593 et seq.; and

WHEREAS, pursuant to Title 14, California Code of Regulations Section 6593.6, Department shall enter into an annual agreement with each participating agency;

NOW, THEREFORE, it is mutually agreed as follows:

I. Applicable Law

Agency shall observe and comply with all applicable federal, state, and county statutes, ordinances, regulations, directives, and laws, including, but not limited to, Harbors and Navigation Code Section 663.7 and Section 6593 et seq. of Title 14, California Code of Regulations. Agreement shall be deemed to be executed within the State of California and construed and governed by the laws of the State of California.

II. Description of Services

Agency shall conduct boating safety and enforcement activities in the jurisdiction of the Agency in consideration of the payments hereinafter set forth.

III. Payments

- A. Maximum Amount. The amount the Department shall be obligated to pay for services rendered under this agreement shall not exceed \$\$109,172.00 for the agreement term in full consideration of Agency's performance of the services described in this agreement.
- B. Rate of Payment. The Department shall reimburse Agency in accordance with the reimbursement procedures set forth in Title 14, California Code of Regulations Section 6593.9.

- C. Submission of Claims. Agency shall submit claims for reimbursement to the Department contact person identified in paragraph V of this contract on a ___ monthly **OR** quarterly basis. **(Please check one)**
- D. Failure to Submit Claims. Claims for reimbursement shall be submitted within 60 days following the last day of the reporting period. Pursuant to Title 14, California Code of Regulations 6593.9 (i), the Department may reduce an Agency's allocation by five percent if the Agency exceeds the sixty-day billing period and an additional five percent for every thirty-day period thereafter that the Agency is late in filing a claim.

IV. Records

Agency shall maintain records pursuant to Section 6593.10 of Title 14, California Code of Regulations.

V. Notice

Notice shall be in writing and shall be deemed to have been served when it is deposited in the United States mail, first class postage prepaid, and addressed as follows:

TO DEPARTMENT

Ms. Corrina Dugger
Department of Parks and Recreation
Division of Boating and Waterways
One Capitol Mall, Suite 500
Sacramento, CA 95814

TO AGENCY

Lassen County Sheriff's Department
1415 Sheriff Cady Lane
Susanville, CA 96130

Either party may change the address to which subsequent notice and/or other communication can be sent by giving written notice designating a change of address to the other party.

VI. Term

This agreement shall be for the term beginning **July 1, 2015**, and ending **June 30, 2016**.

VII. Prior Agreements

All prior agreements regarding this subject matter between Department and Agency are hereby terminated effective June 30 prior to the term beginning date of this agreement.

VIII. Amendment

No amendment or variation of the terms of this agreement shall be valid unless made in writing and signed by the parties hereto.

IX. Termination

Agency may terminate this agreement without cause in writing at any time. Department may terminate this agreement without cause upon a sixty (60) days written notice served upon the Agency.

X. Special Provisions

- A. Agency hereby certifies that the obligations created by this agreement do not violate the provisions of Sections 1090 to 1096 of the Government Code.
- B. This agreement shall have no force or effect until signed by the Department, Agency, and approved by the Department of General Services Legal Department, if required.
- C. Agency shall continue with the responsibilities of this agreement during any dispute.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year first above written.

CALIFORNIA DEPARTMENT OF PARKS AND
RECREATION, DIVISION OF BOATING AND
WATERWAYS

By: _____

*California Department of Parks and Recreation,
Division of Boating and Waterways*

Date: _____

“Department”

COUNTY OF LASSEN

By: DEAN F. GROWDON

Title: SHERIFF/CORONER OF LASSEN COUNTY

Date: _____

“Agency”



Application for Financial Aid -- 801 Fiscal Year 2015-2016

Agency Lassen County Sheriff

County Lassen

Address 1415 Sheriff Cady Lane, Susanville, ca. 96130

General Description of Boating Safety and Enforcement Programs:

(Give a comprehensive description of all programs in the County. If more space is needed, please attach a separate sheet).

The Boating Safety Program provides assistance to water recreation users throughout the various lakes within Lassen County by providing visual Law Enforcement Personnel.

Waterways to be Patrolled					Estimated Density by Quarter ^{a/}			
Lakes, Open Ocean	Area in Square Miles	Primary Usage ^{b/}	Type(s) of Patrols ^{c/}	FT or PT ^{d/}	1st	2nd	3rd	4th
1. EAGLE LAKE	44	B	C	FT/PT				
2. BLUE LAKE	0.2	B	C	PT				
3. SILVER LAKE	14	B	C	PT				
4. DODGE RESERVOIR	4.5	A	C	PT				
5. TULE LAKE	3.8	B	C	PT				
6. WARD LAKE	1.2	A	C	PT				
7. MCCOY RESERVOIR	3	B	C	PT				
8. CRATOR LAKE	0.04	B	C	PT				
9. JUNIPER LAKE	1	B	C	PT				
10. MT. MEADOWS RESERVOIR	10.35	B	C	PT				
11.								
12.								
13.								
14.								
Rivers	Length in Miles	Primary Usage ^{b/}	Type(s) of Patrols ^{c/}	FT or PT ^{d/}	1st	2nd	3rd	4th
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								

a/ Enter the highest number of boats on the waterway at any one time on any one day in each quarter, excluding holidays and holiday weekends.

b/ A = Fishing; B = Combined recreational boating activities (fishing, water skiing, pleasure boating, etc.)

c/ On-water, foot, truck/vehicle, and/or air

d/ FT = Full-time; PT = Part-time. If less than full-time, specify patrol schedule on a separate sheet.



Boating Safety and Enforcement Aid Program
Proposed Program Costs -- 801.1
Fiscal Year 2015/2016

Agency Lassen County Sheriff

Address 1415 Sheriff Cady Lane, Susanville, ca. 96130

County Lassen

Proposed Program Costs

1. Personnel (Form 801.2)	\$84,196.00
2. Operations, Maintenance and Equipment (Form 801.3) ^{a/}	\$23,900.00
3. Total direct BS&E proposed program cost (2+3)	\$108,096.00
4. Administrative costs ^{b/}	\$6,500.00
5. Total BS&E proposed program costs (3+4)	\$114,596.00
6. Less: Boat Taxes (Form 801.4)	\$7,855.10
7. Total Net Proposed Program Cost (5-6)	\$106,740.90

a/ New applicant agencies should use 30% of personnel costs to estimate operations, maintenance and equipment costs in lieu of form 801.3.

b/ Administrative costs cannot exceed five percent of direct BS&E proposed program cost (line 3).

County Authorized Representative

SIGNATURE

Dean F. Growdon, Sheriff

TYPED NAME

December 22, 2014

DATE

530-251-8013

TELEPHONE



**Boating Safety and Enforcement Aid Program
Proposed Personnel Costs -- 801.2
Fiscal Year 2015/2016**

Agency Lassen County Sheriff

County Lassen

Proposed Personnel Costs

Employee Compensation

	Title	Grade	No. Hours or Months	Pay per Hour or Month	Total Compensation
1.	Sgt.	II	800.00	\$45.56	\$36,448.00
2.	Deputy	I	1,000.00	\$20.76	\$20,760.00
3.	Deputy	I	1,000.00	\$20.76	\$20,760.00
4.	Deputy	I	300.00	\$20.76	\$6,228.00
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					
21.	Total		3,100.00		\$84,196.00

22. Average Customary Fringe Benefit Percent

INCLUDED ABOVE

23. Total Proposed Personnel Costs

\$84,196.00



Boating Safety and Enforcement Aid Program

Proposed Operations, Maintenance and Equipment Costs -- 801.3

Fiscal Year 2015-2016

	Agency	<u>Lassen County Sheriff</u>	County	<u>Lassen</u>
<i>Patrol Vessels:</i>	Fuel	\$8,000.00	+ Repair	\$3,500.00
			+ Storage	\$1,200.00 = \$
				<u>12,700</u>
<i>Vehicles:</i>	Miles	<u>20,000</u>	Mileage Allowance	0.56 =
				<u>11,200.00</u>

LIST OTHER O&M AND EQUIPMENT

1.	\$
2.	\$
3.	\$
4.	\$
5.	\$
6.	\$
7.	\$
8.	\$
9.	\$
##	\$
11.	\$
12.	\$
13.	\$
14.	\$
15.	\$
16.	\$
17.	\$
18.	\$
19.	\$
20.	\$
21.	\$
22.	\$
23.	\$
24.	\$
25.	\$
Total	\$ <u>23,900.00</u>



Documentation of Estimated Boat Tax Revenues -- 801.4 Fiscal Year 2015/2016

Agency Lassen County Sheriff
County Lassen

Total estimated costs are offset by the estimated prior year vessel taxes received by the county to determine the maximum amount of financial aid you are eligible for. Vessel taxes received by the county represent 100% of the amount received by the county from the share of personal property taxes on vessels allocated to the County General Fund for boating safety and enforcement activities. Report on line 1 the estimated amount of prior year vessel taxes you anticipate you will receive.

1. Estimated boat tax revenues from prior fiscal year \$ 7,855.10

C e r t i f i c a t i o n

I attest that I am a duly authorized representative of the auditor's office of
Lassen County /City of Susanville county/city;
and that this calculation results in the best estimate of boat tax revenues
for the fiscal year noted.

Diana Wemple
SIGNATURE

12/22/14
DATE

Diana Wemple, Auditor
TYPED NAME AND TITLE

530-251-8236
TELEPHONE



KENNETH BUNCH, Assessor
Lassen County Courthouse
220 South Lassen Street, Suite 4
Susanville, CA 96130

☎ (530) 251-8241
FAX: (530) 251-8245

June 25, 2014

Honorable Dean Growdon
Lassen County Sheriff
1405 Sheriff Cady Lane
Susanville, CA 96130

Re: Boat Taxation for 2014/15

Dear Dean,

As requested each year, the County's portion of the boat property tax for 2014/15 is \$7855.10

This figure is based upon:

322 boats with an assessed value of \$ 3,893,892 and a County portion of 0.20172885 of the one percent tax rate.

If you have any questions or concerns, please contact me.

Sincerely,


KENNETH BUNCH, ASSESSOR

KB/am