



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: Kevin Jones, Captain

Date: 2/20/2018

Agenda Date: 2/27/2018

Discussion: The Lassen County Sheriff's Office has received approval for the State of California Parks and Recreation, Division of Boating and Waterways, Boating Safety and Enforcement Financial Aid Program for the fiscal year 2018/19. This program funds 100% of our Boating Safety and Enforcement program.

The approval process requires a minute order or resolution be issued, authorizing the County to participate in the program. A signature of the Chairman of the Board of Supervisors is needed on the Program Agreement.

Fiscal Impact:

Potential revenue of **\$98,418.92** - Sheriff/Boating – 111-0520.

Recommendation: That the Board of Supervisors approve acceptance of the Financial Aid and authorize the Chairman of the Board of Supervisors to sign agreement form.



Boating Safety and Enforcement Financial Aid Program Agreement

This agreement entered into this *1ST day of July, 2018*, 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 2018-2019 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 \$98,418.92 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. Joanna Andrade
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, 2018**, and ending **June 30, 2019**.

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: _____

Title: _____

Date: _____

“Agency”



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Dean F. Growdon
Sheriff - Coroner

December 27, 2017

Department of Parks and Recreation
Division of Boating and Waterways
One Capitol Mall Suite #500
Sacramento, CA 95814

Please find our Annual Application for Aid under the Department of Parks and Recreation, Division of Boating and Waterways Boating Safety and Enforcement Financial Aid Program. The Board of Supervisors approval for the application will be delivered when received by our agency. We apologize for this inconvenience.

Respectfully,

A handwritten signature in black ink, appearing to be "DFG", written over a light blue circular stamp.

Dean. F. Growdon, Sheriff



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Dean F. Growdon
Sheriff - Coroner

To: Lassen County Board of Supervisors

From: Kevin Jones, Captain

Date: 1/3/2018

Agenda Date: 1/9/2018

Discussion: The Lassen County Sheriff's Office applies yearly for the State of California Parks and Recreation, Division of Boating and Waterways Financial Aid program. This program funds 100% of our Boating Safety and Enforcement program. This application is for the fiscal year 2018/19. Notification of awards and/or amended awards will be notified by March 1, 2018.

A minute order of the approval of application by the Board of Supervisors will be accompanied with the application.

Fiscal Impact:

Potential revenue of \$121,800.86 Sheriff/Boating – 111-0520.

Recommendation: That the Board of Supervisors approve the application for Aid and authorize the Sheriff to sign on behalf of the County.



Application for Financial Aid -- 801

Fiscal Year 2018-2019

Agency LASSEN COUNTY SHERIFFCounty LASSENAddress 1415 SHERIFF CADY LANE, SUSANVILLE, CA.**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. <u>EAGLE LAKE</u>	44	B	C	PT				
2. <u>BLUE LAKE</u>	0.2	B	C	PT				
3. <u>SILVER LAKE</u>	14	B	C	PT				
4. <u>DODGE RESERVOIR</u>	3	A	C	PT				
5. <u>TULE LAKE</u>	3.8	B	C	PT				
6. <u>MT. MEADOWS RESERVOIR</u>	10.35	B	C	PT				
7. <u>MCCOY RESERVOIR</u>	4.5	B	C	PT				
8. <u>CRATER LAKE</u>	0.04	A	C	PT				
9. <u>JUNIPER LAKE</u>	1	B	C	PT				
10. _____								
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 2018-2019

Agency LASSEN COUNTY SHERIFF

Address 1415 SHERIFF CADY LANE, SUSANVILLE, CA.

County LASSEN

Proposed Program Costs

1. Personnel (Form 801.2)	\$75,471.40
2. Operations, Maintenance and Equipment (Form 801.3) ^{a/}	\$50,732.25
3. Total direct BS&E proposed program cost (2+3)	\$126,203.65
4. Administrative costs ^{b/}	\$3,187.00
5. Total BS&E proposed program costs (3+4)	\$129,390.65
6. Less: Boat Taxes (Form 801.4)	\$7,589.79
7. Total Net Proposed Program Cost (5-6)	\$121,800.86

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 Growdon

TYPED NAME


DATE

530-251-8013

TELEPHONE



Boating Safety and Enforcement Aid Program
Proposed Program Costs -- 801.1
Fiscal Year 2018-2019

Agency LASSEN COUNTY SHERIFFAddress 1415 SHERIFF CADY LANE, SUSANVILLE, CA.County LASSEN

Proposed Program Costs

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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:

SIGNATUREDATEDean Growdon530-251-8013TYPED NAMETELEPHONE



Boating Safety and Enforcement Aid Program

Proposed Personnel Costs -- 801.2

Fiscal Year 2018-19

2018-19

Agency LASSEN COUNTY SHERIFFCounty LASSEN

Proposed Personnel Costs

Employee Compensation

	Title	Grade	No. Hours or Months	Pay per Hour or Month	Total Compensation
1.	CAPT.	1	100.00	\$62.89	\$6,289.00
2.	DEPUTY	1	760.00	\$25.32	\$19,243.20
3.	DEPUTY	1	760.00	\$25.32	\$19,243.20
4.	DEPUTY	1	760.00	\$25.32	\$19,243.20
5.	Boating Safety Officer	1	480.00	\$23.86	\$11,452.80
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					
21.	Total		2,860.00		\$75,471.40

22. Average Customary Fringe Benefit Percent

Fringe Benefit Included

23. Total Proposed Personnel Costs

76,012.40





Boating Safety and Enforcement Aid Program

Proposed Operations, Maintenance and Equipment Costs -- 801.3

Fiscal Year 2018-2019

Agency SSEN COUNTY SHERCounty LASSEN

Patrol Vessels: Fuel \$2,000.00 + Repair 20,000.00 + Storage \$1,200.00 = \$ 23,200

Vehicles: Miles 7,350 Mileage Allowance .535 = 3,932.25

LIST OTHER O&M AND EQUIPMENT

1. Cellular Phones (3 x \$50 mo. X 8 mos.)	\$	1,200.00
2. Hull Insurance	\$	\$4,000
3. Life Jackets	\$	1,200.00
4. Educational Documents	\$	
5. Handheld Radios (x 3 @ \$1600)	\$	4,800.00
6. Waterproof Mobile Radio (3 @ \$2800)	\$	8,400.00
7. Waterproof Rain Gear (4 @ \$500)	\$	2,000.00
8. Uniform Gear (Shirt, Pant, Hat, Glasses) 4 x \$500	\$	2,000.00
9.	\$	
##	\$	
11.	\$	
12.	\$	
13.	\$	
14.	\$	
15.	\$	
16.	\$	
17.	\$	
18.	\$	
19.	\$	
20.	\$	
21.	\$	
22.	\$	
23.	\$	
24.	\$	
25.	\$	
Total	\$	50,732.25



Documentation of Estimated Boat Tax Revenues -- 801.4 Fiscal Year 2018-2019

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 \$ 7,985.79

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 county/city;

and that this calculation results in the best estimate of boat tax revenues
for the fiscal year noted.

Diana Wemple
SIGNATURE

12/28/17
DATE

Diana Wemple, Lassen County Auditor
TYPED NAME AND TITLE

530-251-8236
TELEPHONE



Office of Assessor

DAN SCHLUETER, *Assessor*
Lassen County Courthouse
220 South Lassen Street, Suite 4
Susanville, CA 96130

(530) 251-8241
FAX (530) 251-8245

June 2, 2017

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

Re: Boat Taxation for 2017/18

Dear Dean,

As requested each year, the County's portion of the boat property tax for 2017/18 is \$7,985.79

This figure is based upon:

299 boats with an assessed value of \$4,006,602 and a County portion of 0.19931578 of the one percent tax rate.

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

Sincerely,

A handwritten signature in dark ink, appearing to read "Dan Schlueter". The signature is stylized with a large, looped "D" and a cursive "Schlueter".

DAN SCHLUETER, ASSESSOR

DS/am



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Dean F. Growdon
Sheriff - Coroner

Department of Parks and Recreation
Division of Boating and Waterways
One Capitol Mall Suite #500
Sacramento, CA 95814

December 27, 2017

Program Narrative

The spring and summer of the year 2017 was a successful season for our Boating Program. After struggling to employ Peace Officers during the Spring/Summer of 2016, we completed the 2017 season with three (3) Full-Time Boating Deputy Sheriffs and supplemented staff with a Captain and Deputy Sheriffs. We are looking to increase our activity and employment with the Boating program going into the 2018/2019.

Our Boating Safety and Enforcement Program provides assistance to nine (9) bodies of water. We do this with the assistance of the following boats: two large watercraft, a medium size watercraft, an inflatable watercraft, two small aluminum watercraft and a "mud boat" watercraft. These vessels enable us to operate in all bodies of water, each unique in size, make-up and water levels.

Although all bodies of water are open year around, the majority are not populated until the late spring due to fishing seasons and water temperature. Eagle Lake is the largest body of water in Lassen County and makes up the largest population of visitors due to its recreational and sport opportunities.

Our program is staffed by one full-time seasonal Deputy at Blue Lake and two full-time seasonal 830.1(a) PC seasonal Deputy Sheriffs that rotate around the waterways to be patrolled. This staff is supported by administrative clerical position, a Captain and additional rotating Deputy Sheriffs. The Captain is responsible for the oversight of the boating program and responsibilities. Daily duties of the Deputies assigned to this unit consist of, but not limited to; pre-launching boating safety inspections, on and off water education, preventative enforcement, compliance checks, vessel inspections, vessel patrols and rescue operations for boaters or vessels in need.

The full-time season typically begins by April of each year with Deputies placing hazard, advisory and enforcement buoys throughout the bodies of water. Full-time scheduling will begin

the weekend of Memorial Day, through November of each year. During the months in between the season, personnel are assigned to respond to the bodies of water as needed.

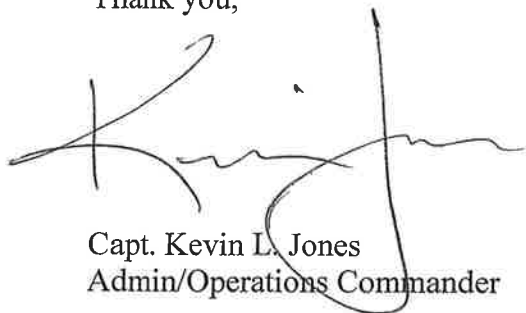
This coming year, we will be requesting to add a Boating Safety Officer who will supplement the two (3) full-time/Seasonal Deputy Sheriffs. This will enable us to expand our efforts throughout the nine (9) lakes that we serve under this Aid program. We will additionally be seeking to supplement another Boating Safety Officer during this fiscal period.

In the past years, the emphasis of the program has been on prevention, enforcement and education. However, enforcement has not been proactive in the form of punitive enforcement (enforcement citations). During the 2018-19 fiscal year, we will be putting more emphasis on enforcement activity on all of our waters. This will include an increase in warning and punitive citations. We will continue to provide educational opportunities for members of the community, along with vessel law compliance and inspections as well. Furthermore, one of the two full-time Deputy Sheriff's assigned to this Aid program has already attended the Boating While under the Influence course. We plan additional Full-time Deputy Sheriffs to this training in the spring of 2018. We will also be sending Deputy Sheriffs to the Vessel Accident Investigation course during the year of 2018.

The significant weakness in our program is the lack of a dependable large vessel for the Eagle Lake patrol. We currently utilize two (2) 1993 Design Concept deep V hull boats that are continually aging and in need of constant repair. We supplement these boats with a 2001 Jetcraft medium V boat that is unable to handle the extreme conditions that sometimes occur at this lake. In 2017, we applied for a new vessel for our Boating Safety and Enforcement program. Although our application was denied, we will continue to apply for these funds while they are available as we continue to strengthen our program.

We look forward to another successful year in our Boating Safety and Enforcement Program with the Division of Boating and Waterways. We will strengthening our program and utilize the funds that have been provided to our community through this program.

Thank you,

A handwritten signature in black ink, appearing to read 'Kevin L. Jones', with a stylized flourish at the end.

Capt. Kevin L. Jones
Admin/Operations Commander