

MEMORANDUM OF UNDERSTANDING

1 This Memorandum of Understanding is entered into on July 1, 2018, between
2 California State Parks, Division of Boating and Waterways (DBW) and the
3 County of Tulare. Federal assistance is authorized by Chapter
4 131 of Title 46 of the United States Code (formally referred to as the Federal Boating
5 Safety Act of 1971) for training personnel in skills related to boating safety and to the
6 enforcement of boating safety laws and regulations. DBW will reimburse government
7 agencies with federal monies for allowed transportation, lodging, and subsistence
8 expenses incurred by their employees while attending and satisfactorily completing
9 training courses approved by DBW. Agencies entering into DBW's Marine Law
10 Enforcement Training Program MOU acknowledge and agree to the following:

- 11 A) DBW's training budget fluctuates from fiscal year to fiscal year and
12 reimbursement funds for completed training through DBW are
13 contingent upon the availability of those funds.
- 14 B) Agencies submitting claims for completed training without prior approval
15 from DBW will not be reimbursed.
- 16 C) The governmental agency will request reimbursement only for those
17 employees whose duty assignments are directly related to the
18 enforcement of federal, state, and local measures for the regulation of
19 boating safety and enforcement activities.
- 20 D) All employees eligible for reimbursement must have legal authority to
21 issue citations and have arrest authority for violations of boating law,
22 regulations, and ordinances. Employees' legal authority was granted
23 by the State of California pursuant to California Penal Code
24 section 830.1.
- 25 E) Request for Reimbursement shall occur within 45 calendar days following
26 any completed training. Delinquent claims for reimbursement shall be
27 denied.
- 28 F) Reimbursement requests are required to include the following:
 - 29 1) A cover letter indicating the agency requesting the reimbursement, the
30 amount of requested reimbursement, and the name, date, and location
31 of the training session attended.

32 2) A Marine Law Enforcement Training Program Travel Expense
33 Worksheet (DPR form 210) with original signatures from the employee
34 attending the training and the supervisor authorizing the travel expense
35 claim.

36 3) A copy of the signed MOU between the Division and the agency.

37 G) This MOU will terminate **June 30, 2019**. Claims must be received by
38 June 15th in order to process the claim prior to fiscal year end. Agencies
39 requesting reimbursement shall recognize that the June 30th expiration
40 date of the MOU has precedence over the 45 day filing period. As a result
41 there will be occasions where an agency will not have the full 45 days to
42 file a claim for reimbursement. It shall be the agency's responsibility to
43 ensure that all claims for reimbursement are received by DBW no later
44 45 days after the completion of training, or June 15, 2019, whichever
45 comes first.

46 H) Reimbursement shall not exceed the rates as listed below.

47
48 **Reimbursement Rates**

49 **Lodging:**

50 A) All Counties/Cities located in California (except as noted below):

51 Actual lodging expense, supported by a receipt, up to \$90 per night,
52 plus tax.

53 B) Napa, Riverside, and Sacramento Counties:

54 Actual lodging expense, supported by a receipt, up to \$95 per night,
55 plus tax.

56 C) Marin County:

57 Actual lodging expense, supported by a receipt, up to \$110 per night,
58 plus tax.

59 C) Los Angeles, Orange, and Ventura Counties:

60 Actual lodging expense, supported by a receipt, up to \$120 per night,
61 plus tax.

62 D) San Diego and Monterey Counties:

63 Actual lodging expense, supported by a receipt, up to \$125 per night,
64 plus tax.

65 E) Alameda, San Mateo, and Santa Clara Counties:
66 Actual lodging expense, supported by a receipt, up to \$140 per night,
67 plus tax.
68 F) The City of Santa Monica:
69 Actual lodging expense, supported by a receipt, up to \$150 per night,
70 plus tax.
71 G) The City of San Francisco:
72 Actual lodging expense, supported by a receipt, up to \$250 per night,
73 plus tax.
74 Meals:
75 Breakfast \$7.00
76 Lunch \$11.00
77 Dinner \$23.00
78 Car Rental:
79 Daily Rate \$33.00 + fees and taxes
80 Weekly Rate \$132.00 + fees and taxes
81 Mileage Reimbursement Rate:
82 Per mile \$0.545

*Reimbursement rates are subject to change without notice. Reimbursements will be made at the most current State rate at the time of submission of the claim. Current State rates are accessible through the links on the Marine Law Enforcement Training Program MOU [webpage](#).

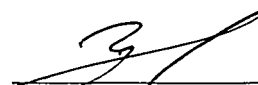
Authorized Signature


J. Steven Worthley, Chairman

Tulare County Board of Supervisors

June 12, 2018


June 12, 2018


DBW Training Coordinator

6/21/18
Date

APPROVE AS TO FORM:

COUNTY COUNSEL

BY  5/31/18
DEPUTY (2018905)