

## **Cedar City Interagency Facilities Annual Operating Plan**

Interagency procurement, transfer of funds, loaning, sharing, or exchanging of facilities, equipment, and support services:

1. Dixie National Forest:
  - a. Provide Building to be utilized as the Cedar City Interagency Fire Center.
  - b. Provide facility maintenance thru deferred maintenance program.
2. Cedar Field Office BLM:
  - a. Provide Facility to be utilized as the Cedar City Air Center.
  - b. Provide building to be utilized as the Cedar City Engine Operation building.
  - c. Provide facility maintenance thru deferred maintenance program.
  - d.
3. The following agencies, Zion National Park, Cedar City Field Office BLM, Southwestern Area Utah Division of State Lands and Forestry, and the Dixie National Forest, mutually agree to:
  - a. Provide funds for the support of the Air Center, Engine Operations Building and the Fire Center. Funds will be provided by agency based primarily on permanent FTE equivalents occupying facilities. These funds will be used to pay utilities, cleaning and supplies, water, garbage, and general office supplies.
  - b. Each agency will manage their respective staff in terms of personnel actions, timekeeping, etc: will support their employee's administratively; and will manage their electronic equipment, and other property located at the facilities.
  - c. This agreement does not change the terms or practices contained in other fire protection agreements between the said agencies or their fire protection cooperators.
  - d. All property (electronic equipment, capitalized equipment, etc.) placed at the facilities will continue to be the property of the contributing agency. It will be transferred to the facility with the responsibility for care, maintenance, and safekeeping assigned to the agency representative of host facility.

## Appendix J

- e. Telephone lines will be providing by NPS, BLM, and USFS. Each agency will be responsible for associated costs not included in the FTE allocation. Lines will rotate within the PBX as out going calls from all three facilities are made.
- f. It is the responsibility of each agency to set up and maintain reimbursable accounts and transfer agreed upon dollars into these accounts. Each agency representative of the three facilities will be tasked to track their use. At the end of the fiscal year the agency representatives will rectify the budget based on the actual dollars expended.
- g. The agency representatives will meet biannually to review and ascertain the facilities expenditures. Adjustments for additional funds or reimbursement for individual agencies will be negotiated.

### 4. FTE's:

- a. Participating agencies in these facilities determined FTE's based on anticipated occupancy of facilities based on employee's permanent status or the history of some positions working year round.
- b. Breakdown of current FTE's for the Fire Center are:
  - 1. Dixie National Forest-8 FTE's.
  - 2. Cedar Field Office BLM- 8
  - 3. Zion National Park- 4
  - 4. State-1 (negotiated to \$5000)
- c. Breakdown of current FTE's for Air Center are:
  - 1. Dixie National Forest-0
  - 2. Cedar Field Office BLM- 3
  - 3. Zion National Park- 3
  - 4. State-0
- d. FTE's dollars for 2002 will be:
  - 1. For Fire Center, \$2148.81 each
  - 2. For Air Center, \$1682.00 each
- e. Depending on the scheduled completion dates of facilities and the ability of agencies to move into these new facilities, reimbursable accounts may or may not be implemented in 2002. Agencies will practice good faith in participating in this financial cooperation.

Appendix J

The following spread sheet depicts the Agency involvement in each facility and operating costs as known today:

**CEDAR CITY INTERAGENCY FIRE CENTER**  
**ESTIMATED YEARLY COSTS**

Working Capital Fund	\$15,000.00
Utilities	18,275.00
Cleaning & Supplies	9,800.00
Water	1,200.00
Garbage	850.00
Other	
Total	\$45,125.00

**CEDAR CITY INTERAGENCY AIR CENTER**  
**ESTIMATED YEARLY COSTS**

T1 Line	\$2,400.00
Electric	3,900.00
Cleaning & Supplies	2,400.00
Water	600.00
Garbage	600.00
Other	
Total	\$9,900.00

# Appendix J

## CEDAR CITY INTERAGENCY AIR CENTER FTE WORKSHEET

### Year Round Employees

	<u>USFS</u>	<u>BLM</u>	<u>NPS</u>	<u>STATE</u>	
		Aviation Mgr. 1	HEMG 1		
		ASM Pilot 1	Asst. HEMG 1		
		ASM Right Seat 1	Lead Crew 1		
Totals	0	3	3	0	Total FTE 6
Share	\$0.00	\$4,950.00	\$4,950.00	\$0.00	Total Costs \$9,900.00
%	0%	50%	50%	0%	100%
Cost/FTE	1,650.00				

### Summer Seasonal Employees

	<u>USFS</u>	<u>BLM</u>	<u>NPS</u>	<u>STATE</u>	
		TB Mgr. 1	Seasonal HECM 5		
		Timekeeper 1	Pilot 1		
		RAMP 1	Fuel Truck 1		
		Pilots 2			
		Chemonics			
Totals	0	5	7	0	

# Appendix J

## FTE WORKSHEET

### Year Round Employees

	<u>USFS</u>	<u>BLM</u>	<u>NPS</u>	<u>STATE</u>	
	Center Mgr.	Log Coord	Fire Use	Dispatcher	1
	AFMO	Acft Disp	Fire Use		
	Prevention	AFMO	18/8		
	Eng. Lead	FOS	18/8		
	Eng. Lead	Comp Spec			
	Crew Lead	Long Term			
	HS Supt	Long Term			
	HS Frm				
Totals	8	7	4	1	Total FTE 20
Share %	\$18,050.00 40%	\$15,793.75 35%	\$9,025.00 20%	\$2,256.25 5%	Total Costs \$45,125.00 100%
Cost/FTE	2,256.25				

### Summer Seasonal Employees

	<u>USFS</u>	<u>BLM</u>	<u>NPS</u>	<u>STATE</u>	
	13/13 Disp	IA Dispatcher	13/13	Eng Support	1
	Hot Shots	Eng Foreman	Fire Prog Asst		
	Crew People	WAE Eng Frm			
	Engine Crew	Engine Crew			
Totals	33	14	4	1	

**CEDAR CITY INTERAGENCY ENGINE OPS BARN  
PARKING**

**Indoor Parking**

	<u>USFS</u>		<u>BLM</u>		<u>NPS</u>		<u>STATE</u>
	Heavy	1	Heavy	1			
	Light	1	Heavy	1			
			Light	1			
			Water Tender	1			
Totals		2		4		0	0

**Outdoor Parking**

<u>USFS</u>		<u>BLM</u>		<u>NPS</u>		<u>STATE</u>	
				RX Module	3	Lone Peak	2
				Trailer & ATV	1	Iron County	1