

**Appendix G:  
Public Service Letters**

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## **G.1 - Fire Department Responses**

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## Cecilia So

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**From:** NEAL, JON  
**Sent:** Tuesday, April 23, 2019 9:18 AM  
**To:** Victoria Chung  
**Cc:** SCHNEBLE, PEGGY; Cecilia So; STEFANO, DAN  
**Subject:** RE: Request for Information on Fire Services for a Permanent Bridge Shelter Facility

Victoria,

The budget is reviewed and approved in June. Please note that the Standards of Coverage study will take some time to complete once the funding is approved and a consultant is selected.



**Jon Neal**  
Assistant Fire Marshal  
Costa Mesa Fire & Rescue  
77 Fair Drive | Costa Mesa | CA 92626  
714-754-5049  
[jon.neal@costamesaca.gov](mailto:jon.neal@costamesaca.gov)  
Respect • Integrity • Compassion



**From:** Victoria Chung <[vcchung@fcs-intl.com](mailto:vcchung@fcs-intl.com)>  
**Sent:** Friday, April 19, 2019 3:32 PM  
**To:** NEAL, JON <[jon.neal@costamesaca.gov](mailto:jon.neal@costamesaca.gov)>  
**Cc:** SCHNEBLE, PEGGY <[PEGGY.SCHNEBLE@costamesaca.gov](mailto:PEGGY.SCHNEBLE@costamesaca.gov)>; Cecilia So <[cso@fcs-intl.com](mailto:cso@fcs-intl.com)>; STEFANO, DAN <[Dan.Stefano@costamesaca.gov](mailto:Dan.Stefano@costamesaca.gov)>  
**Subject:** Re: Request for Information on Fire Services for a Permanent Bridge Shelter Facility

Good afternoon,

Thank you Jon for your prompt reply. It looks like quite a few areas of issue are pending budget approval. Do you know when the FY 19/20 budget would be approved?

Best,  
Victoria

On Fri, Apr 19, 2019 at 2:25 PM NEAL, JON <[jon.neal@costamesaca.gov](mailto:jon.neal@costamesaca.gov)> wrote:

Victoria,

Please see the responses below:

1. Which station(s) would provide services to the project site?

Fire Station 2 (800 Baker Street) would be primary and Station 5 (2450 Vanguard Way) & Station 6 (3350 Sakioka Drive) would provide secondary coverage.

2. What are the existing staffing levels (department-wide and at the station(s) that would serve the project site)? 90 full-time staff members, 84 sworn positions and 6 non-sworn positions. Part-time staffing consists of 3.25 full-time equivalents to serve within the three divisions.

What is the current number of firefighters, EMT personnel, engines, hook and ladder trucks, etc.?

84 sworn firefighter positions (Fire Chief through Firefighter), 83 EMT positions (all sworn except for Fire Chief). 4 engines and 2 ladder trucks assigned as frontline apparatus.

3. Please provide the current average response times for emergency calls for service as a whole and for the station(s) located nearest to the project site.

Department goals for emergency response to Code 3 Fire/Rescue/EMS emergencies is within 4 minutes (Travel Time), 90% of the time. (Tier 1) The department is in the process of initiating (budgeted for in FY19/20) a standards of coverage study that would provide this information.

4. Can you please provide an estimate of the annual number of calls for service the proposed project would be expected to generate? If possible, please provide an estimate by type of call (e.g., EMS, fire, etc.)

Unable to provide this information. The department is in the process of initiating (budgeted for in FY19/20) a standards of coverage study that would provide this information.

5. What is the ability of the fire protection department to accommodate the demand of the proposed project as part of the existing facilities?

Unable to provide this information. The department is in the process of initiating (budgeted for in FY19/20) a standards of coverage study that would provide this information.

6. Are there any existing or planned mutual aid agreements with other agencies?

Yes. There is a countywide mutual aid agreement. The existing agreements are under evaluation at this time.

7. Please provide information about the residential and non-residential development fee schedule. What are the current rates? What is the estimate rate for the proposed project?

#### 2018 Community Risk Reduction Fee Schedule

8. Do you foresee any potential challenges that the proposed project may present to the department? This includes concerns related to response times, staffing, apparatus, fire stations, etc. Please describe any measures that you would recommend to reduce potential concerns/challenges.

Unable to provide this information. The department is in the process of initiating (budgeted for in FY19/20) a standards of coverage study that would provide this information.

9. Would the development of the proposed project impair the Fire Department(s) ability to maintain established response time standards with current staff and equipment levels?

Unable to provide this information. The department is in the process of initiating (budgeted for in FY19/20) a standards of coverage study that would provide this information.

10. Would the Fire Department need to construct new facilities or expand existing ones in order to serve the proposed Project and the fire protection needs of the surrounding community?

Unable to provide this information. The department is in the process of initiating (budgeted for in FY19/20) a standards of coverage study that would provide this information.

11. Do you have any other comments about the potential impacts of this project on the Fire Department(s)?

Not at this time due to a lack of information. When the standards of coverage study is completed, accurate information about the current resources of the fire department will be evaluated to determine the impacts of the proposed project.

Regards,



**Jon Neal**

Assistant Fire Marshal

Costa Mesa Fire & Rescue

77 Fair Drive | Costa Mesa | CA 92626

714-754-5049

[jon.neal@costamesaca.gov](mailto:jon.neal@costamesaca.gov)

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**From:** Victoria Chung <[vchung@fcs-intl.com](mailto:vchung@fcs-intl.com)>  
**Sent:** Thursday, April 11, 2019 5:28 PM  
**To:** NEAL, JON <[jon.neal@costamesaca.gov](mailto:jon.neal@costamesaca.gov)>  
**Cc:** SCHNEBLE, PEGGY <[PEGGY.SCHNEBLE@costamesaca.gov](mailto:PEGGY.SCHNEBLE@costamesaca.gov)>; Cecilia So <[cso@fcs-intl.com](mailto:cso@fcs-intl.com)>  
**Subject:** Fwd: Request for Information on Fire Services for a Permanent Bridge Shelter Facility

Hello Jon,

Per our phone conversation, FirstCarbon Solutions is preparing an Initial Study, Mitigated Negative Declaration (IS/MND), for a proposed Permanent Bridge Shelter Facility on behalf of the City of Costa Mesa. As part of the environmental review process, we are consulting with public service providers to determine potential project impacts.

Please see the letter attached for the Request for Information questionnaire. The project location map is also attached for your reference. Please let me know if you have any further questions or concerns. If possible, we'd request for the information by Friday, April 19, 2019.

Peggy Schneble is the City representative assigned to this project, please CC her on any additional project-related questions.

Best,

Victoria Chung  
**Environmental Services Analyst**

**Office** 714-508-4100 **Ext. 1605**

**FirstCarbon Solutions (FCS)**  
An ADEC Innovation

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## **G.2 - Police Department Responses**

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## Cecilia So

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**From:** GLASS, BRYAN  
**Sent:** Monday, May 06, 2019 3:03 PM  
**To:** Victoria Chung  
**Cc:** Cecilia So; CURTIS, BARRY C.; SCHNEBLE, PEGGY; BECKMAN, PAUL; DIEBALL, CLINTEN; EVERETT, ED; SHARPNACK, ROBERT  
**Subject:** RE: Costa Mesa Permanent Bridge Shelter Facility Questions

Victoria,

Thank you for emailing me the information and letter. Below is the PD's response to the questions:

1. Which station(s) would provide services to the project site? *The Police Department's main facility at 99 Fair Drive, CM.*
2. Please describe the existing staffing levels that would serve the project site. Please include a description of number of officers, civilian personnel, active patrols at one time, etc. *The site will be served by Patrol Services staff assigned to Area 2 (north portion of the City). Staffing levels fluctuate based on the specific day and time (Day, PM, & AM shifts). Minimum Patrol staffing levels are 2 sergeants and 6 to 11 officers depending on the specific day and shift. Half of the minimum staffing level is always dedicated to Area 2. Additionally, the department's Community Policing Unit may be tasked with special assignments and involvement depending on the matter and need.*
3. Please provide the current average response times for emergency calls for service as a whole and for the station(s) located nearest to the project site. *The department has a response time effectiveness of:*
  - *Emergency Calls within 5 minutes – 72%*
  - *Emergency Calls within 15 minutes – 97%*
  - *Non-Emergency Calls with 30 minutes – 90%*
4. Would the development of the proposed Project impair the PD's ability to maintain established response time standards with current staff and equipment levels? *The impact to response times is unknown at this time. The factors that may impact response times is the actual number of calls for service generated at the location and the fact the location is located in an area zoned as industrial with a couple commercial limited areas along the outer northeast boundary of the City. This could increase response times to the location and as an average city-wide if there is a significant increase in calls for service generated from the location.*
5. Please provide an estimate of the officers/1,000 residents and the target ratio that the department would like to achieve. *The department does not use the officers/1,000 residents staffing model. Staffing is based on workload and expectations. Currently the department is authorized a 136 sworn officer positions. Additional staffing may be required based on service demands and expectations generated by the shelter.*
6. List any existing or planned mutual aid agreements with other agencies. *The department is part of the Orange County Mutual Aid Agreement for mutual aid assistance when necessary. Department also contracts air support services with the City of Huntington Beach.*
7. Please provide an estimate of the annual number of calls for service the proposed project would be expected to generate. *Unknown*
8. What are the current rates of the residential and non-residential development fees? What is the estimated rate for the proposed project? *Unknown. PD does not handle development fees.*
9. Do you foresee any potential challenges that the proposed project may present to the department? (Including concerns related to response times, staffing, apparatus, stations, etc.) Please describe any measures you would recommend to reduce potential concerns/challenges. *The project has the potential to increase calls for service and response times as indicated above. The project will be housing individuals in an area primarily zoned as*

*industrial with a couple commercial limited areas. The impact to the area is unknown at this time; however, an increase in pedestrian traffic may be experienced.*

10. Would the department need to construct new facilities or expand existing ones in order to serve the proposed Project and the fire protection needs of the City? *No*
11. Do you have any other comments about the potential impacts of this Project on the PD? *Currently, the temporary bridge shelter is in an area of the City zoned for multiple uses (residential, commercial, and recreational). The area of the temporary shelter is actively patrolled with a strong police presence due to its zoning, geographical location within the City, and the historical number of calls for service generated. The location of the project is zoned as industrial with a couple commercial limited areas. It is unknown how the project will affect the characteristics of the area and the number of calls for service generated.*

Let me know if there are any questions and/or if further is required. Thank you.

**BRYAN GLASS | CAPTAIN**  
Field Operations Division

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**From:** Victoria Chung <vchung@fcs-intl.com>  
**Sent:** Monday, May 06, 2019 1:58 PM  
**To:** GLASS, BRYAN <BGLASS@costamesaca.gov>  
**Cc:** Cecilia So <cso@fcs-intl.com>  
**Subject:** Costa Mesa Permanent Bridge Shelter Facility Questions

Hello,

Thank you for your follow-up call. Here is the word doc version of the questionnaire for the Permanent Bridge Shelter Facility. I've also attached the site plan and a map for reference.

Thank you and please let me know if you have any additional questions.

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Victoria Chung  
**Environmental Services Analyst**

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