



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: AUGUST 19, 2025

FROM: FIRE DEPARTMENT WARDS: ALL

SUBJECT: HAWARDEN FIRE RESPONSE - SUPPLEMENTAL APPROPRIATION

ISSUES:

Authorize a supplemental appropriation in the amount of \$28,843.41 from the General Fund and an increase in revenue and expenditures in the Grants and Restricted Programs fund in the amount of \$86,531.40 for assistance provided by Riverside County Fire Department during the Hawarden Fire incident.

RECOMMENDATIONS:

That the City Council:

1. With at least five affirmative votes, authorize the Chief Financial Officer, or designee, to record a supplemental appropriation in the amount of \$28,843.41 in the General Fund, Hawarden Fire Program, expenditure account from available fund balance;
2. With at least five affirmative votes, authorize the Chief Financial Officer, or designee, to record an increase in revenue and appropriate expenditures in the amount of \$86,531.40 in the Grants and Restricted Programs Fund Hawarden Fire Program revenue and expenditure accounts; and
3. Authorize City Manager, or designee, to execute any agreement necessary to make the authorized payment to respective parties, including the ability to make minor and non-substantive changes.

BACKGROUND:

On July 21, 2024, a fire started in the Hawarden area, which is comprised of private and County property. The fire quickly developed into a threat to life and property. The fire known as the Hawarden Incident quickly grew to nearly 600 acres, destroying 7 homes with damage to another 10. The fire required significant support from mutual aid fire resources.

On January 28, 2025, a request was made to Council to appropriate \$79,471.66 in funds to pay for assistance-by-hire from assistance requests made to the Orange County Fire Authority (OCFA) (\$20,523.53) and through CalOES coordinated requests for aid from outside departments (\$58,948.13). On April 21, 2025 it was determined that the Riverside County Fire Department (RCFD) had not rolled up their costs for assistance to CalOES and would have to invoice for reimbursement separately to the City. The City has reviewed and validated the

accuracy of the data submitted by Riverside County Fire Department and has confirmed the requirement to reimburse RCFD.

DISCUSSION:

City Resolution No. 24101 Article Three Section 301 “Emergency Procurement,” provides, in part, that “An “emergency” shall be deemed to exist under any one or more of the following circumstances: (a) A great public calamity; (d) A Using Agency operation directly affecting the public health, welfare, safety, the property, or personal/confidential information, is so severely impacted by any cause that personal injury or property destruction appears to be imminent and probable unless Goods, Services or Construction designed or intended to mitigate the risks thereof are Procured immediately”.

Due to life safety and threats to property the Fire Incident Command approved the request for resources from the RCFD. Funding in the amount of \$115,375.21 is requested to cover extraordinary incident costs for personnel and equipment associated with this request.

In addition, the Office of Emergency Management is working toward qualifying up to \$86,531.40 for disaster recovery assistance reimbursement related to the Riverside County Fire Department mutual aid claim. The total payment to Riverside County, \$115,375.21, includes \$28,843.41 in costs, will not be reimbursable to the general fund expense.

The Purchasing Manager concurs that this request is in compliance with Purchasing Resolution No. 24101, Section 301.

FISCAL IMPACT:

The total fiscal impact of this action is \$115,375.21, which includes an increase in revenue and expenditures of \$86,531.40 and a supplemental appropriation in the General Fund of \$28,843.81. Upon Council approval, an increase in revenue and supplemental appropriations will be recorded in the funds and accounts as listed in the table below.

Fund	Program	Account	Amount
Grants & Restricted Programs	Hawarden Fire Program	<i>Revenue</i>	
		9181500-331100	\$86,531.40
		<i>Expenditures</i>	
		9181500-426800	86,531.40
General Fund		9181510-426800	*\$28,843.81
Total Expenditures			\$115,375.21

***Denotes General Fund Supplemental Appropriation**

Prepared by:	Mark Annas, Emergency Services Administrator
Approved by:	Steven McKinster, Fire Chief
Certified as to availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Mike Futrell, City Manager
Approved as to form:	Rebecca McKee-Reimbold, Interim City Attorney