



CITY OF COSTA MESA

P.O. BOX 1200, COSTA MESA, CALIFORNIA 92628-1200

FROM THE OFFICE OF THE CITY MANAGER
HUMAN RESOURCES DIVISION

Attachment 2

September 2, 2025

Dear William Kershaw,

I am happy to confirm the City of Costa Mesa's conditional job offer as a Retired Annuitant in the position of Battalion Chief. This offer is conditional upon City Council approval.

Your agreed upon salary is \$94.72 per hour. This is a non-benefitted part-time position. As a CalPERS retired annuitant, you are limited to working 960 hours in a fiscal year. Your temporary employment will commence on September 21, 2025 and end at the earliest of:

- End of fiscal year 2025/2026 (may be extended upon Department needs)
- Your completion of 960 hours in a fiscal year
- The completion of special projects in the Fire Department including:
 - Assisting with the Computer Aided Dispatch (CAD)/Records Management System (RMS) integration and updates including the recent changes to National Fire Incident Reporting System (NFIRS) & National Emergency Response Information System (NERIS)
 - Assisting with the Fire & Rescue Department's Accreditation Process with Center for Public Safety Excellence (CPSE)/Commission on Fire Accreditation International (CFAI)
 - Assisting with radio frequency templates and programming support
 - Assisting with the Emergency Communications Center (ECC/Dispatch) transition/integration in collaboration with the Costa Mesa Police Department
 - Assisting with related specialist projects as needed

If you have any questions about the above, please feel free to contact me at (714) 754-5169.

Sincerely,

Kasama Lee
Human Resources Manager

I acknowledge receipt of the above and agree to its terms.

William Kershaw

Date

c. Daniel Stefano, Fire Chief