

March 18, 2026

County of Mendocino
Executive Office
Attn: Brittney O’Ferrall



**BROOKTRAILS
TOWNSHIP**
COMMUNITY SERVICES DISTRICT
24860 Birch Street
Willits, CA 95490
707-459-2494

Re: PG&E EMS Grant Funding

Dear Mendocino County,

We would like to request an extension of time to expend the remaining balance of grant funding offered to the Brooktrails Fire Department. Those funds have been instrumental in backfilling supplies and equipment for our fire fighters. We sincerely appreciate the supplies we’ve purchased so far. However, we experienced some challenges during the past year and failed to expend the entire grant funding as awarded. As of December 31, 2025, the EMS grant had \$3,185.01 remaining.

We would like to request an extension to June 30, 2026. This will offer adequate time for the complete spend down of the remaining funds and put EMS supplies where they were intended. Thanks for your consideration.

Regards,

A handwritten signature in red ink, appearing to be 'Tom Simms', is written over a faint grey signature line.

Tom Simms
Deputy Finance Officer
(707) 459-2494
Brooktrails Township Community Services District