



KENSINGTON FIRE PROTECTION DISTRICT

DATE: February 21, 2024
TO: Board of Directors
RE: General Manager's Report
SUBMITTED BY: Mary A. Morris-Mayorga, General Manager

Highlights of the regular business activities, other special projects, and updates for the District which are not covered in other agenda items are noted below for January/February:

Fiscal Analysis Project with Ridgeline

I met with Dmitry Semenov of Ridgeline and the KPPCSD Interim General Manager on the process for supplying information to Ridgeline which will begin soon as well as the timing in conjunction with the proposed timeline. As we discussed at last month's Board meeting, timelines within proposals are designed to demonstrate the minimum amount of time estimated for the project; however, as we noted this often shifts due to a variety of reasons (providing data, staff resources, meeting schedules). After discussion, we anticipate that the analysis may be done as soon as July/August. The Board Presidents of KPPCSD and KFPD along with the KPPCSD Interim General Manager and I also met to coordinate on board meetings/timing related to the project schedule.

The agreement is in the process of being finalized which has been coordinated with Ridgeline and legal counsels. For contract administration, KPPCSD will be the signer of the agreement which includes terms to recognize the participation and input by KFPD. A letter agreement establishes the specific terms of the KFPD 50% cost-sharing (required documentation, timing, etc.).

Strategic Planning

We have had many discussions over the past several months that would benefit from strategic planning with the last process done in 2021 ([Strategic Planning](#)). This is in the initial planning stages to determine whether an in-house effort or one facilitated by an outside party would be best and will be discussed at a future meeting.

Discussions with KPPCSD Interim General Manager

We continue to discuss a variety of topics including the fiscal analysis, hazard mitigation plan with the County, and other operational items. This is beneficial to collaboration on projects and ideas that can impact both districts.

Certificate of Transparency and District of Distinction

Once we have two training certificates, all items will be complete for the Certificate of Transparency transmittal to CSDA. With an option for CSDA Governance Foundations training for all new directors, this will be complete as well.

Agenda Management Platform Evaluation

Evaluation continues with demos on options that could integrate with the website as well as facilitate PRA requests. We will provide an update in the coming months.

General Manager Transition

We will begin working on this for a smooth transition to the Interim General Manager.