



## KENSINGTON FIRE PROTECTION DISTRICT

**DATE:** July 13, 2022

**TO:** Board of Directors  
Kensington Fire Protection District

**RE:** **General Manager's Report**

**SUBMITTED BY:** Bill Hansell, General Manager

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Highlights of the regular business and other special projects for the district by management are noted below:

- 1. Hybrid Board Meeting Options** – I am still waiting to hear from the KPPCSD on whether the community center will be enhanced with a hybrid meeting system. Last month, I included information on a compact hybrid package, the *Neat Board* that was recommended by another CSDA agency: <https://neat.no/board/> (+/- \$7,100 + tax/shipping.) If the board does not wish to wait for a system to be installed in the community center, then I would suggest acquiring the *Neat Board* to facilitate an easy mobile system that sets up quickly. If the board would like to try the latter, then I will need time to acquire the equipment, set it up, and test it, before its initial use in a meeting. For the August meeting, the board can continue meeting via Zoom, revert to an in-person only meeting at an available location, or switch to a hybrid meeting if the technology is available (I believe there is lead time of a few weeks for the *Neat Board*.)
- 2. Proposal for a Joint Public Meeting with the KPPCSD Board** – In my addendum report on 06/08/2022, I described the conference held with residents and both departments at the PSB on 06/21/2022 and the agreed upon next steps to draft a proposal for the public forum. Since that time, I have not received suggestions on the details needed for the proposal. These include questions of format (*e.g. moderator? staff and/or consultant presentations? open Q&A or semi-prepared Q&A?, etc*), location, date/time, etc. I also requested any feedback on what worked or didn't work from the two prior public forums in 2019 and 2021. I have reached out to the participants again and have asked for their opinions following the board meetings this week of the KFPD and the KPPCSD, which may influence the suggestions for the public forum.
- 3. GM Timesheets** – Attached are the June timesheets, which are the only ones not published to date for FY2021-2022 in board meeting packets. A summary sheet is included for the year, showing the grand total and sub-totals for each of the categories. Note that the PSB seismic renovation and temporary station work (including coordination with the financial consultants) required nearly 21% of my time. That pushed my expected average weekly time from 24 hours to 27.35 hours. A similar increase will most likely be needed prior to the PSB construction start date in October, but once the work is underway that category should diminish and the typical 24 hours should be achievable.
- 4. November Election Info** – The key dates for the November 8, 2022 election are attached again for your reference.