



KENSINGTON

FIRE PROTECTION DISTRICT

Agenda Item 05b

DATE: July 16, 2025
TO: Board of Directors
RE: General Manager's Report
SUBMITTED BY: Mary A. Morris-Mayorga, General Manager

Recommended Action

This item is for information only, no action is requested.

Background

For June and July, the District continues to advance initiatives which are highlighted here that may also be covered under other agenda items.

Annual Audit - FY 2024-25

Annual audit interim work continues and we have provided all documents requested by Nigro & Nigro PC.

Annual Parade

We had another meeting with KCC representatives/Kensington residents for coordination of fire and police assistance for this event.

Finance Internal Processes

We are in the process of transitioning the QuickBooks financial software to the online version (the same as KPPCSD) so will soon have full real-time access which will avoid delays in financial reporting and allow ease of research and preparing for the annual audit. This will also position us for consolidating financial information as part of the reorganization.

OPEB Actuarial Valuation - FY 2024-25

The *OPEB Actuarial Valuation* is in progress and we anticipate receiving it in July for the annual audit.

Public Safety Building HVAC

I have been working with the design/engineering team to proceed with the appropriate resolution of the system fault related to voltage fluctuations. As I have more information, I will provide updates.

Reorganization with KPPCSD

LAFCO held the hearing for the proposed annexation to KPPCSD and dissolution of KFPD on July 9, 2025 and approved. We are completing documents for the August 12th Joint Board Meeting and preparing for transition tasks that are a part of the reorganization with more information to be provided at that meeting.

Temporary Fire Station Decommission

The parking lot resurfacing will be completed on July 15th and the striping will follow on July 18th.

Future Board Meeting Topics (aside from regular monthly items)

August

- Special Joint BOD Meeting with KPPCSD on General Manager position description, priorities, transition
- Cancellation of Regular BOD Meeting as we typically do in August (*pending*)

September

- Potential cancellation of Regular BOD Meeting to be discussed later in this meeting (*pending determination*)

Fiscal Impact

Fiscal impacts are included in individual agenda items are applicable.