



KENSINGTON FIRE PROTECTION DISTRICT

DATE: March 20, 2024
TO: Board of Directors
RE: General Manager's Report
SUBMITTED BY: Tim Barry, Interim 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 February/March:

GM Orientation and Training

My orientation and training has been intense since my start date of March 4th and I have enjoyed meeting with directors individually, in addition to meeting with staff and consultants. I have had the challenge of getting caught up on District information, processes, procedures, and past issues while at the same time having to address current communications and issues. Past GM Mary Morris-Mayorga, even while on vacation abroad, has been extremely helpful and supportive as has Board Clerk Candace Eros Diaz. Yes, I'm behind on reading and answering emails and inquiries but will be caught up in due course and I appreciate your patience.

Fiscal Analysis Project with Ridgeline

I met with Dmitry Semenov of Ridgeline, former GM Mary Morris-Mayorga and the KPPCSD Interim General Manager on clarifying the documents requested by Ridgeline, the process of which has begun. 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 Mary, also met to coordinate on board meetings/timing related to the project schedule. Per the proposal it is recommended that a joint board workshop be scheduled for early April so that both boards can discuss a vision of a consolidated agency organization and staffing. With the board's consent we can work with KPPCSD to schedule that meeting. The Ridgeline agreement was finalized and is currently being signed by all parties and counsels.

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. Since we are so close to the appointment of a fifth board member, it would be prudent to wait until the fifth board member has been placed on the board to proceed with this discussion.

Sketch of Downstairs of PSB for Discussion

At the last board meeting, the board gave staff direction: "Approve obtaining a price from Marjang to provide a layout of the first floor of the Public Safety Building for police services." Here was Karen Mar's 3/4/24 response to that request "From a cursory view of the plan, the locker room and admin aid room are not large enough to be code compliant for accessibility. The furniture at the chief's area is also not compliant. Also, the added item in the lobby/egress path would likely not be allowed. This plan will not be able to be executed as diagrammed, can we propose an alternative diagram for review of scope prior to providing a proposal?" On 3/15 I discussed whether the next step, of having them sketch a code compliant first floor with the intent indicated in the sketch that they received from us, would cost the District any money. She responded, no, that it would be considered part of their service for the project in terms of

sketching revisions. I asked her to go ahead with that task and she said they would work on it at the beginning of the week of March 18th. When we receive that sketch(s), and if the District chooses a desired sketch, they would price the cost of conceptual drawings and working drawings but they would insist that a representative of the KPPCSD be part of the process to ensure their needs are being addressed in the re-design to avoid a waste of time and resources.