



KENSINGTON FIRE PROTECTION DISTRICT
MEETING OF THE FINANCE COMMITTEE
AGENDA

Thursday, September 7, 2023 12:00 p.m.
Kensington Community Center – Meeting Room 3
59 Arlington Avenue, Kensington, CA 94707 (and hybrid)

This meeting will be held in-person in the Kensington Community Center, 59 Arlington Avenue, Kensington CA 94707. Members of the public not in attendance may provide public comment by emailing the Board Clerk prior to the meeting at the following address: public.comment@kensingtonfire.org. Such comments will be noted as received and their contents orally summarized. Members of the public who attend the meeting either In-person or via Zoom are allowed to provide public comment verbally with a maximum allowance of 3 minutes per individual comment, subject to the Chair's discretion.

Instructions on how to make a public comment during the meeting: At points in the meeting when the meeting chair requests public comment, members of the public participating in the live meeting can simply raise their hand to be recognized. If participating via internet, please click the "raise hand" feature located within the Zoom application screen. If connected via telephone, please dial "*"9" (star, nine). Public comment will be taken on each agenda item, and comment on issues not on the agenda will be taken at the beginning of the meeting. Each member of the public will be allotted the same maximum number of minutes to speak as set by the Chair, except that public speakers using interpretation assistance will be allowed to testify for twice the amount of the public testimony time limit (California Government Code section 54954.3(a)).

Any member of the public who needs special accommodations should email public.comment@kensingtonfire.org 48 hours prior to the meeting. This will enable the Kensington Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title 1).

This agenda is available on the KFPD website under the relevant meeting date at: <https://www.kensingtonfire.org/finance-committee>. Please note that supplemental materials will be posted on the website with the agenda as soon as they are available prior to the meeting. Additional information and/or materials may be presented at the meeting itself.

Internet Address:

<https://us06web.zoom.us/j/87088201641?pwd=amFPWVZOdEo0bmMyZIRkSCtKYnhUQT09>

Telephone Access:

(720) 707-2699 or (346) 248-7799 or (253) 215-8782

Zoom Webinar ID: 870 8820 1641

Passcode: 112233

TIMING OF AGENDA ITEMS: *Approximate times are included below but may vary to accommodate appropriate discussion time and attention to the individual items.*

1. (12:00pm) CALL TO ORDER/ROLL CALL

President Stein and Director Watt

2. (12:01pm) PUBLIC COMMENT

Under "Public Comment," the public may address the committee on any subject not listed on the agenda. Each speaker may address the committee once under Public Comment for a limit

of three minutes. The public will be given an opportunity to speak on each agenda item and once the public comment portion of any item on this agenda has been closed by the committee, no further comment from the public will be permitted unless authorized by the committee. The committee cannot act on items not listed on the agenda and, therefore, cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

3. (12:06pm) ADOPTION OF CONSENT ITEMS

Items listed below are consent items, which are considered routine by the committee and will be enacted by one motion. The committee has received and considered reports and recommendations prior to assigning consent item designations to the various items. Copies of the reports are available to the public. The disposition of the item is indicated. There will be no separate discussion of consent items. If discussion is requested for an item, that item will be removed from the list of consent items and considered separately on the agenda.

a. Approval of the General Manager's Timesheets (06/01/2023 thru 08/31/2023)

b. Approval of Finance Committee Meeting Minutes of 6/6/2023

4. (12:10pm) OLD BUSINESS - None

5. (12:10pm) NEW BUSINESS

a. (12:10pm) FY 2022-23 OPEB Actuarial Report (Verbal Report)

Action = Discussion, Staff Update on Status – *Actuary is in progress on preparing this report which will be needed for the FY 2022-2023 Annual Audit*

b. (12:15pm) FY 2022-23 Annual Audit (Verbal Report)

Action = Discussion - Staff Update on Status, Direct Staff as Needed

c. (12:25pm) Public Safety Building Budget Revision (Supporting Material)

Action = Review, Discuss, and Direct Staff

d. (12:45pm) Financial Forecast Update – Bill Zenoni, Consultant (Supporting Material)

Action = Review, Discuss, and Direct Staff

e. (1:00pm) FY 2023-2024 Final Budget (Supporting Material)

Action = Review, Discuss, and Direct Staff

f. (1:20pm) Reserves Policy Potential Revisions (Supporting Material)

Action = Review, Discuss, and Direct Staff

g. (1:40pm) District Policy Updates (as they relate to finance) (Supporting Material)

Action = Review, Discuss, and Direct Staff

6. (1:55pm) FUTURE AGENDA ITEMS

Action = Request agenda items for the next meeting.

7. (2:00pm) ADJOURNMENT

The next meeting of the KFPD Finance Committee will be held on a date to be listed on the District's website and posted at three public locations 72-hours prior to the meeting.