



## KENSINGTON FIRE PROTECTION DISTRICT

**DATE:** February 15, 2023

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

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

**SUBMITTED BY:** Mary Morris-Mayorga, Interim General Manager

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

- 1. Governance Transition** – Notified Directors of required elected official training (AB1234 Ethics and Sexual Harassment Prevention) as well as recommended governance training offered by the California Special Districts Association (CSDA). Staff will also provide onboarding training to new Directors as identified.
- 2. Management Transition** – This process is nearly complete with a few minor items in progress.
- 3. FY2021-2022 Audit** – The audit fieldwork is complete with a few follow-up items that the District is providing to the auditors. It is anticipated to be finalized in February in order to bring to the Finance Committee then Board in March.
- 4. GASB75 Actuarial Report** – Maze Associates has provided the information required by Nicolay Consulting to complete the report, so we anticipate completion this month.
- 5. Financial Forecast and Public Safety Building Budget** – We are in the process of compiling information related to any operational and construction revisions to evaluate impacts in the long-term financial forecast. The update should be complete in May for review by the Finance Committee then brought to the Board. This will provide the projected reserves throughout the project and beyond in order to ensure sustainability.
- 6. Professional Services with Bill Zenoni** – We are in the process of identifying ways to utilize these services.
- 7. End of the State of Emergency** – With the State of Emergency ending on February 28, 2023, the District will return to in-person meetings and allow for a hybrid option with a report from the IT Committee on this topic later in this meeting).