



KENSINGTON

FIRE PROTECTION DISTRICT

Agenda Item 20

DATE: October 9, 2025
TO: Board of Directors
RE: KFPD General Manager's Report
SUBMITTED BY: Mary A. Morris-Mayorga, Consultant

Recommended Action

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

Background

For August and September, the District continues to advance initiatives which are highlighted here that may also be covered under other agenda items. These are provided in a bit more detail to assist with upcoming transition.

Annual Audit - FY 2024-25

Continued with audit schedules and documents with anticipated annual audit completion in October/November to bring to the Board in November or December, depending upon final timing.

Annual Parade

There was a final coordination meeting and we are excited for the community to hold this event.

Finance Internal Processes

- We are in the process of making the final migration to QuickBooks online and anticipate this being completed in October to consolidate financial accounting and reporting.
- Coordinated the transfer of treasury funds held in Contra Costa County to KCSD.

OPEB Actuarial Valuation - FY 2024-25

The *OPEB Actuarial Valuation* was completed and provided to the auditors for the annual audit.

Public Safety Building HVAC

- Continued working on issues and resolution of the system with the design team and mechanical contractor
- Mechanical contractor is installing pumps that are expected to resolve the issue, working closely with the design team to ensure final resolution
- Authorized fire crew to purchase portable air conditioner units until this is resolved

Reorganization with KPPCSD

- Met with SDRMA to review insurance coverages for a 10/1 effective date
- Worked with Emergency Preparedness Coordinator to report on strategic initiatives each month
- Completed Board Member training on KPPCSD/KFPD operations in advance of first board meeting
- Participated in meetings and worked on items for the KCSD General Manager recruitment with Bob Murray and Associates; their process should result in a solid pool of candidates for the Board to select from

Thank you to the Kensington Fire Protection District Board of Directors for allowing me to serve during the course of the last three years. I have been honored to serve as the General Manager and appreciated the Board's support. I look forward to my role as Consultant during the transition to Kensington Community Services District. I am excited for the District on the future coordination of services for the community.

Fiscal Impact

Fiscal impacts are included in individual agenda items are applicable.