



Kensington Community Services District

DATE: August 13, 2026

TO: Board of Directors

FROM: Mary A. Morris-Mayorga, Consultant

SUBJECT: Consultant's Monthly Report for July

RECOMMENDATION:

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

BACKGROUND:

Transition activities have continued, with progress on many initiatives.

Transition/General Management

- Meetings with David Aranda:
 - ✓ BOD agenda/meetings; finance-cash & investments/bank accounts; El Cerrito Fire Service Contract summary; El Cerrito Fire Service Contract Fee Schedule and history; and general management/administration
- Retiree dental and vision – notifying participants of change through SDRMA effective 10/1

Emergency Preparedness

- Meetings/calls with David Aranda and Johnny Valenzuela to discuss Emergency Preparedness and Committee items:
 - ✓ Work Plan items/coordination, status of current activities
 - ✓ Coordination of July EPC meeting agenda/packet and follow-up
 - ✓ Newsletter/report – 7/24 additional discussion on vision , plan of action, path for progression following EPC meeting
 - ✓ KEEP – this will come to the Board in September for approval as details continue evolving

Finance

- Meetings/calls with David Aranda, Melissa Klinect, and Karn Borisuthiratana to discuss:
 - ✓ FY 2025-26 year-end adjustments for final reporting and preparation of annual audit; payments; FY 2026-27 budget amendments
- Meeting/calls/emails with Melissa Klinect on Fire year-end resolution of reconciling items, explanation of El Cerrito Contract Fee/Reconciliation and account recording/flow
- Meeting with David Aranda and Five-Star Bank on fire account final closeouts and transfer to

KCSD; coordination of banking services

- Special Tax parcel file – multiple coordination emails and phone calls with County Department of Information Technology, submitted revised and final to County Auditor-Controller with confirmed acceptance; updated procedure for finance staff to take over in future years
- Direct Levy coordination with County Auditor-Controller, submitted revised and final request with confirmed acceptance by County; updated procedure for future years
- Continued work on remaining transition of finance items for transfer of name to KCSD – State of California Insurance Fund response and notification

Public Safety Building

- Internet speeds – (continuing) history investigation and resolution development options of reported slow internet speeds by fire staff; awaiting El Cerrito IT list of recommended considerations after meeting on 6/11; contacted AT&T confirming speeds are faster than plan – received WiFi extenders from AT&T to improve throughout building, awaiting feedback on
- Elevator – assisted in coordinating troubleshooting of operational issue, backup battery failed (expected to last 3-5 years, this one lasted ~2 years), Metro Elevator replaced
- Door access keypads – located documentation and contact information for staff to research key code options

EXHIBIT(S):

None