



## KENSINGTON FIRE PROTECTION DISTRICT

**DATE:** January 15, 2025  
**TO:** Board of Directors  
**RE:** General Manager's Report  
**SUBMITTED BY:** Mary Morris-Mayorga, General Manager

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Happy New Year! With the holidays and seemingly shorter time span between meetings, activity was much less though has ramped up for the coming months. For December and January, the District continues to advance initiatives which are highlighted here that are not otherwise covered under other agenda items.

### *Town Hall Meeting – Presentation of Joint Fiscal Study by Dmitry Semenov, Ridgeline Municipal Strategies LLC*

KPPCSD's Interim General Manager David Aranda and I coordinated with Dmitry Semenov and staff to facilitate his presentation of the Joint Fiscal Study to the Kensington Community on January 11, 2025.

### *USDA: Community Wildfire Defense Grant, Deadline: February 28, 2025*

We are in the process of identifying projects/programs which would fit within this grant's eligibility to apply for.

### *Annual Audit*

We are working with the accounting team and auditor, Nigro & Nigro, on finalizing the schedule for completion of the fiscal year 2023-2024 annual audit.

### *Financial Institution*

As discussed with the Board in October, staff is currently evaluating financial institutions/banks with dedicated government/municipal services divisions that would modernize financial processes and plans to bring the recommendation to the Board in February.

### *Financial Processes*

With approval to hire to fill a finance position, we are evaluating the overall financial processes for internal flow in conjunction with the external assistance provided by Krisch & Company. The recently hired Executive Assistant/Board Clerk also possesses a financial background in QuickBooks, accounts payable, financial reporting, and budgets.

### *Public Safety Building*

As reported, we have moved back into the building on December 11, 2024. There are still some fine tuning efforts ongoing, but the project is considered complete with final payment to the construction contractor as well. The Open House will be held on February 8, 2025 which has been announced in the Outlook and more details will be forthcoming as well as pushed out through notifications to the community.

### *Website*

We are evaluating the Streamline website platform in conjunction with others available that may better facilitate meeting agendas, compliance, etc. In conjunction with that, we are working to organize posted items for ease of access.