



**KENSINGTON FIRE PROTECTION DISTRICT
FINANCE COMMITTEE MEETING MINUTES**

DATE/TIME: June 10, 2024, 06:30 p.m.

LOCATION: Kensington Community Center, 59 Arlington Avenue, Meeting Room 2

PRESENT: Directors: Director Jim Watt, Secretary Rick Artis
Staff: Consultant Mary Morris-Mayorga

1. CALL TO ORDER/ROLL CALL:

Director Watt called the meeting to order at 6:36 p.m. and confirmed the roll call.

2. PUBLIC COMMENT - None (00:09:50)

3. ADOPTION OF CONSENT ITEMS (00:10:10)

a. Approval of the General Manager's Timesheets (5/31/2023, 2/15/2024 - 5/31/2024)

The committee approved the General Manager's Timesheets of 5/31/2023 and 2/15/2024 through 5/31/2024. (00:11:01)

4. OLD BUSINESS

a. Annual Audit Update (00:11:15)

5. NEW BUSINESS

a. FY 2024-25 City of El Cerrito Contract Budget Estimate Review (00:12:20)

The committee inquired on a variety of items within the fee schedule. This item will be presented to the Board of Directors for approval on June 19, 2024.

b. Updated Financial Forecast (01:17:23)

c. FY 2024-2025 Budget Development (01:39:33)

The committee reviewed the budget and supporting documentation. This item will be presented to the Board of Directors for approval on June 19, 2024.

The committee recommended the financial forecast and budget for Board of Directors approval on June 19, 2024. (01:52:10)

d. Public Safety Building Renovation Costs-to-Date (01:53:14)

The committee reviewed the public safety budget. This item will be included in the budget for approval by the Board of Directors on June 19, 2024.

e. District Reserve Policy (02:10:11)

4. FUTURE AGENDA ITEMS

5. ADJOURNMENT: The meeting adjourned at 8:53 p.m.. The next Finance Committee Meeting is anticipated for late August/early September, but will be determined at a future date and listed on the district's website with the minimum notice required by the Brown Act.

MINUTES PREPARED BY: Mary Morris-Mayorga, General Manager

These minutes were approved at the Finance Committee Meeting on August 27, 2024.

Attest:

Finance Committee Chair