

# KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

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## AGENDA

A Special meeting of the Board of Directors of the Kensington Police Protection and Community Services District will be held Sunday, April 5, 2009, 3:00 P.M., at the Community Center, 59 Arlington Avenue, Kensington, California.

Note: All proceedings of this meeting will be tape recorded and times are estimates except for those proceedings conducted in closed session.

3:00 Roll Call  
Public Comments on Closed Session  
Board Member/Staff Comments

APPROVAL OF CONSENT CALENDAR  
None

DISTRICT – OLD BUSINESS  
None

DISTRICT - NEW BUSINESS

1. Kensington Fire Protection District- The Contra Costa County Local Agency Formation Commission (LAFCO) has commissioned a Municipal Service Review report covering Fire and Emergency Medical Service Providers in Contra Costa County. With regard to the Kensington Fire Protection District (KFPD), the draft report recommends that LAFCO reduce KFPD Sphere of Influence to Zero- and that the "Consolidation of KFPD with the Kensington CSD appears to be the most efficient approach to providing municipal services to the community and to continue to provide the community with the local control that it desires." There are a number of other considerations, fiscal and otherwise, in the report that is worth noting. Although the draft report is nearing completion, LAFCO will be holding a public hearing on April 8<sup>th</sup>. The KPPCSD Board will discuss this issue and determine if a position will be taken and communicated to LAFCO at the public hearing.

Relevant portions of the LAFCO draft report will be attached to the publicly-noticed agenda. The full LAFCO draft report will be available for review at the KPPCSD office.

DISTRICT- CLOSED SESSION

1. The Board will enter into closed session to discuss personnel issues in the Kensington Police Department with General Manager/ Chief of Police Greg Harman, pursuant to California Government Code Section 54957.
2. The Board will remain in closed session to discuss the General Manager performance review in compliance with a Board action taken at the Board Meeting on March 12th, pursuant to California Government Code Section 54957.

DISTRICT- NEW BUSINESS- Continued

2. The Board will return to open session to discuss the recommendations by the Board President and Vice President that the attached goals and objectives for the General Manager/ Chief of Police be approved by the full KPPCSD Board.

ADJOURNMENT

General Information

Accessible Public Meetings

NOTE: UPON REQUEST THE KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT WILL PROVIDE WRITTEN AGENDA MATERIALS IN APPROPRIATE ALTERNATIVE FORMATS, OR DISABILITY-RELATED MODIFICATION OR DISABILITIES TO PARTICIPATE IN PUBLIC MEETINGS. PLEASE SEND A WRITTEN REQUEST, INCLUDING YOUR NAME, MAILING ADDRESS, PHONE NUMBER AND A BRIEF DESCRIPTION OF THE REQUESTED MATERIALS AND PREFERRED ALTERNATIVE FORMAT OR AUXILIARY AID OR SERVICE AT LEAST 10 DAYS BEFORE THE MEETING. REQUESTS SHOULD BE SENT TO:

STEPHANIE FRIES  
COMMUNITY SERVICES DISTRICT, 217 ARLINGTON AVE., KENSINGTON, CA 94707  
POSTED: Public Safety Building-Colusa Food-Library-Arlington Kiosk

# NEW BUSINESS

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DISTRICT- NEW BUSINESS- Continued

2. The Board will return to open session to discuss the recommendations by the Board President and Vice President that the attached goals and objectives for the General Manager/ Chief of Police be approved by the full KPPCSD Board.



**GENERAL MANAGER/ CHIEF OF POLICE GOALS**  
**For the period between March 1<sup>st</sup> through June 30<sup>th</sup>, 2009**

On Friday, January 23<sup>rd</sup>, General Manager/ Chief of Police Greg Harman met with Board President Bill Wright to begin the process of establishing a process for setting and monitoring performance objectives. This was followed up with meetings on Friday, February 13, 2009 and Friday, February 20, 2009, with Board President Bill Wright and Board Vice President Chuck Toombs to discuss and set the series of objectives to be met between the period of March 1<sup>st</sup> and June 30<sup>th</sup>, 2009 to coincide with the current fiscal year. The following list is not in ranked order of importance and some of the objectives identified are the first step in long term objectives to be set in July for the subsequent fiscal year.

The General Manager/ Chief of Police should:

1. Plan and facilitate an improved system of completing police department personnel evaluations and get all personnel current in the evaluation process.
2. Come within budgeted expenses during the period March 1<sup>st</sup> through June 30<sup>th</sup>.
3. Identify and hire a conflict resolution counselor to improve the work environment within the police department.
4. Improve on the District accounting function, identify weaknesses and address a plan to improve upon them.
5. Get East Bay Regional Park District Measure WW contract arranged and contract filed, while at the same time keeping the Board and the public informed regarding the process.
6. Improve the quality of statistical reporting and prepare reports in a consistence and timely manner.
7. Train the District Secretary to successfully perform the duties of her position.
8. Identify and formalize existing neighborhood watch groups.
9. Summarize relationships with other agencies and identify those agencies that Kensington should develop a relationship with.

By June 30<sup>th</sup>, a review of the above objectives will be conducted and the findings brought to the Board for discussion and recommendations regarding the performance of the General Manager/ Chief of Police for the next fiscal year and evaluation period.

This document prepared on February 24<sup>th</sup>, for review, presentation, and discussion at the March 12, 2009 Kensington Police Protection & Community Services District Board of Directors meeting.

Gregory E. Harman  
General Manager/ Chief of Police

March 6, 2009