

General Manager Report

January 2019

We are initiating this feature of the website to keep residents informed about major topics that are currently underway. These messages will be updated periodically and are intended to keep residents informed. There are some major projects underway that will influence future District operations and services. They include the following:

Community Center

The plans for the community center renovation were approved by the Contra Costa County Building Department in December and the permit is available for the successful bidder to take out once the builder is under contract with the District. An advertisement for bids was published on January 2nd for a required 2-week announcement period. The bid period will run from January 17th to February 20th. Once the bids come in, the KPPCSD board will have a short window of time prior to awarding and signing a contract to determine the final extent of the project and if any additional features can be incorporated.

It is the current expectation of the District that the work will start this spring and be completed in September 2019, prior the start of the Kensington After School Enrichment Program (KASEP) session. However, as with any public works construction project, there are always uncertainties and there will likely be adjustments to the schedule. Regular updates on the renovation will continue to be provided at KPPCSD Board meetings.

Police Study

As part of the process, two community meetings were held on Saturday, March 17 and Saturday, April 28. The first part of the report (Phase 1) prepared by MATRIX was presented on May 24, 2018. A draft of the second part of the report (Phase 2) was presented to the Board of Directors on October 4, 2018. The current plan is to finalize the Phase 2 segment of the MATRIX study and present the information to at least, possibly two, community meetings. The public meetings would be scheduled in the late February/early March time frame. There will be advance notice of times and dates. After the community meetings the Board will consider the next steps. The next steps may include sending a Request for Proposal to neighboring cities on the costs of contracting some or all responsibilities of the police department. When and if proposals are received, the Board can consider future options.

Policy and Procedures Manual

As is generally recognized, the current Manual is out of date and does not reflect current operations. A sub-group of Board Members, assisted by staff and some outside expertise, has been working to prepare an updated manual. It is hoped that a draft will be ready for consideration at the March Board Meetings.

We look forward to a productive year ahead and appreciate your cooperation as we all work to continue to transition Kensington into an exceptional local government.

Administrative Organization

A well-organized and properly staffed administration is the foundation for an efficient organization. The current organization has a number of shortcomings that have been summarized in previous reports to the Board of Directors on November 16, 2017 and August 9, 2018. In the interim, Board Members have stepped in to help with various projects at a considerable investment of time, but this should not be a standard practice. The goals have been to complete updated job descriptions, implement new personnel policies and fill the new positions with personnel that have the necessary skills. It is estimated that, after a two-year transition period, the new positions will cost about the same as the current positions. We are hopeful to largely complete this process over the next few months.

Best regards,

Tony Constantouros