



KPPCSD

Invites Applicants for General Manager

The Kensington Community

Kensington, CA is a small beautiful community (5,000 pop.) in the unincorporated area of Contra Costa County just north of Berkeley and east of El Cerrito in the Berkeley hills. Many residents enjoy views of the San Francisco Bay and the surrounds. The area is one square mile. Kensington is largely residential with two small shopping districts. The community enjoys low crime rates, an involved and highly-educated citizenry and a per household income that is roughly twice the statewide average.

The Kensington Police Protection & Community Services District (KPPCSD)

The District is an independent public agency with 5 elected governing board members. The services provided by the District include: Police, Solid Waste (through contract) and Parks & Recreation (largely through collaboration with a non-profit agency). Essentially Police represents the only service provided directly by District employees. The FY 2016-17 Operating and Capital Budget totals \$3.2 million. The District expects to end this year with a \$2 million fund balance, \$1.3 million of it is available for contingencies and other matters.

The District owns older Park and Recreation facilities including a community center. These facilities need rehabilitation which will likely trigger ADA and other compliance issues.

The General Manager (GM) Position

Formerly the GM functions rested with a combined GM-Police Chief position. The District Board is now desiring a separation of duties to benefit from the general management skill sets inherent in a separate GM position. The GM will provide the Board with civilian oversight and accountability of the Police Department along with the other District services. The Board is anticipating the GM position will be part-time expecting an average of two days of work per week. This may fluctuate up or down based on weekly demands. The new GM will create a reporting mechanism to see if this is reasonable or needs adjustment. Due to its part-time nature, the Board is offering an hourly compensation rate with no benefits. This rate is negotiable and dependent on qualifications of the preferred candidate. This position will not be covered by CalPERS.





The Expected Opportunities, Challenges and Desired Candidate

Given the District has been without a focused GM, there will likely be plenty of opportunities to make your mark and improve: systems, cost effectiveness of services, professional standards, accountability and confidence/rapport with the Board. The Board has recently added new members in November which would best be characterized as a reform minded highly-educated group that is open to a business-like review of District practices.

Besides the typical emphasis on long-term fiscal planning, other issues the GM will likely face include a thorough review of: 1) the District facilities given they are nearing the end of their useful lives and require investment; 2) the solid waste contract to ensure it comports with modern terms and practices; 3) Police practices, accountability and professional standards and ensuring the best service delivery model for the District; 4) staff development and capacity; 5) intergovernmental relationships and practices given the myriad of partner agencies responsible for servicing the same constituency; and 6) grant opportunities to stretch limited District funding.

The ideal candidate will be comfortable “rolling up their sleeves” and doing the detailed analysis and sometime mundane work given the limited staffing of the District. The ideal candidate should be comfortable interacting with an engaged citizenry and developing rapport with staff and mutual supporting relationships with other public agencies. The ideal candidate should be familiar with Police best practices and be comfortable evaluating the best mode for delivering services to the 5,000 Kensington residents. Finally, the best candidate will recognize the newness of the GM position and patiently work with the District’s Board to develop short and long-term goals, new communication channels and protocols and mutually supportive relations.

The likely best candidate will be a retired City Manager of a smaller city with experience overseeing a Police Department. This is truly a unique opportunity where the skill sets of a City Manager will be embraced by the District’s Board.

Have More Questions?

For further information about this unique opportunity, please call Bob Deis, Senior Consultant, Public Management Group, RSHS LLP at 707-478-2230.



Please visit the District Website:

kensingtoncalifornia.org

Please Submit Resumes To:

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Deadline for Submission:

March 3, 2017