

TOMALES VILLAGE

COMMUNITY
SERVICES
DISTRICT

June 3, 2016

Victoria Harrison, Foreperson Pro Tem
Marin County Grand Jury
3501 Civic Center Dr., Room 275
San Rafael CA 94903

Board of Directors

Bill Bonini
President

Deborah Parrish
Vice-President

Donna Clavaud
Board Member

Dru Fallon O'Neill
Board Member

Peter MacLaird
Board Member

General Manager

Jose L. Ortiz, P. E.

Re: Marin County Civil Grand Jury 2015-16 Web Transparency Report Card dated March 10, 2016.

Dear Ms. Harrison,

Please find the Tomales Village Community Services District (TVCS D) response to the Marin County Civil Grand Jury 2015-16 Web Transparency Report Card Report, dated March 10, 2016. There were three recommendation directed at TVCS D. Listed below are those recommendation and TVCS D's responses to them.

RECOMMENDATION 1:

R1. The agency should improve its web transparency score to "B-" (or better), by updating its website and submitting the appropriate self-audit form. The form may be obtained by emailing: grandjury-audit@marincounty.org.

Response:

We agree with this recommendation and are in the process of updating our website with the missing information. The web transparency checklist criteria numbers 10 separate criteria. Due to the part-time nature of the contract services that TVCS D uses to conduct its business, we anticipate completing many of these tasks by December 31, 2016. We are confident of earning at least a B- for TVCS D's web transparency report card. We will submit the self-audit form by January 15, 2017.

RECOMMENDATION 2:

R2. The agency should file and keep updated its Statement of Facts with the California Secretary of State and the Marin County Clerk as required by California Code §53051.

P.O. Box 303
Tomales, CA 94971
Ph 707/878-2767 • e-mail admin@tomalescsd.ca.gov

Response:

We agree with this recommendation and have submitted an updated Statement of Facts, form NP SF 405, to both the Secretary of State and the Marin County Clerk, as required.

RECOMMENDATION 3:

R3. The agency should update its website to include information of the annual compensation of its elected officials, officers and employees; and this information should also be submitted to the Controller, as required by Sections 12463 and 53909 of the California Government Code.

Response:

We agree with this recommendation. TVCSD does not have any employees, but does compensate its elected officials with meeting stipends. We will update our website to include this information as well as contract service information.

If you require additional clarification, please contact our Board President, Bill Bonini, and/or our General Manager, Jose L. Ortiz.

Sincerely,


Jose L. Ortiz, P. E.
General Manager

Ecc:
Bill Bonini, Board President
TVCSD Board members
Jenna Brady, Marin County Counsel

Hard Copy to:
The Honorable Judge Kelly V. Simmons
Marin County Superior Court
P.O. Box 4988
San Rafael, CA 94913-4988