



November 13, 2020

Max Thelen  
Marin County Civil Grand Jury  
3501 Civic Center Drive, Suite 275  
San Rafael, CA.94903

Lucy Dilworth, Foreperson  
Marin County Civil Grand Jury  
3501 Civic Center Drive, Suite 275  
San Rafael, CA. 94903

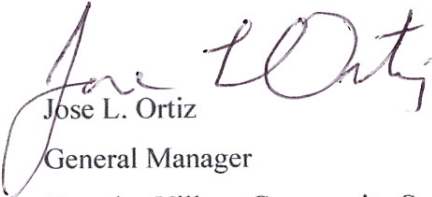
Re: Tomales Village Community Services District Response to the Marin County Civil Grand Jury Report: *Follow-Up Report on the Web Transparency of Agency Compensation Practices*

Dear Mr. Thelen and Ms. Dilworth,

The Tomales Village Community Services District's (District) response to the Marin County Civil Grand Jury Report: *Follow-Up Report on the Web Transparency of Agency Compensation Practices* is enclosed.

The District appreciates the Grand Jury's concerns, and I apologize for the delay in getting these responses to you. Because we are a relatively small district, we rely on volunteers to perform as many tasks as possible. The pandemic has had an impact in getting important work done in a timely manner. Coincidentally, we have a lapse in updating some of this mandated information, having lost our volunteer "webmaster". That is not an excuse, but hopefully it is an explanation. Please contact me if you have any questions or additional follow up. I can be reached by cell phone at (707) 330-3542 or by email at [jose91946@sbcglobal.net](mailto:jose91946@sbcglobal.net).

Sincerely,



Jose L. Ortiz  
General Manager

Tomales Village Community Services District

Cc: Dru Fallon O'Neill, Board President

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The Tomales Village Community Services District responds to the recommendations of the Marin County Civil Grand Jury Report: *Follow-Up Report on the Web Transparency of Agency Compensation Practices* are as follows:

**R1. To comply with the intent of Government Code Section 53908, no later than 90 days after the date of this report, agencies should include on their websites a link to the [publicpay.ca.gov](https://publicpay.ca.gov) site showing compensation of their elected officials, officers, and employees using the formatted URL examples that are shown in Appendix A.**

At our regular Board meeting on November 11, 2020, the Board of Directors reassigned the task of updating the District's website from the previous volunteer to our contract administration support staff. By November 30, 2020 or sooner, we will create a new conspicuous page to provide links to the District's direct link at [publicpay.ca.gov](https://publicpay.ca.gov):

<https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=950>

**R2. No later than 90 days after the date of this report, agencies should modify the location of their existing [publicpay.ca.gov](https://publicpay.ca.gov) links to satisfy the requirement of Government Code Section 53908 that their link be "conspicuous." Conspicuous locations for agencies are suggested in Table 2.**

The requested [publicpay.ca.gov](https://publicpay.ca.gov) link to compensation data will be conspicuously located on our website.

**R3. No later than 90 days after the date of this report, agencies should modify their existing [publicpay.ca.gov](https://publicpay.ca.gov) links so that they provide a direct link to their current compensation data on the state site. To eliminate the need for annual updates, the URL used for the link should exclude any parameter specifying a year. Formatted URL examples are shown on Appendix A.**

As indicated in our response to R1. We will be using the link in Appendix A, <https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=950>  
The public can select from the drop-down menu any year of interest to them.

**R4. No later than 90 days after the date of this report, in addition to any other compensation links, agencies should include a link on their board or council web pages that leads directly to their "Elected Officials" page on the [publicpay.ca.gov](https://publicpay.ca.gov) site, conforming to the format suggested on Appendix A.**

As noted above, a new page will be created to provide links to elected officials' compensation data.

**R5. No later than 120 days after the date of this report, agencies should include on their board or council web pages a comprehensive description of their policies regarding all compensation paid to elected officials specifying, at a minimum, salary, meeting fees or stipends (including**



**compensation for serving as liaison to other advisory committees, councils and forums), reimbursements, health and retirement benefits, and other benefits such as equipment.**

We currently do not have any employees at the District other than our unpaid Directors. We intend to include a comprehensive description of our policies regarding Board compensation on the new page.

**R6. No later than 120 days after the date of this report, agencies should adopt a practice to compile and publish each year an annual report detailing the compensation actually paid to their elected officials for the previous calendar year. Compensation disclosures should include, at a minimum, salary, meeting fees or stipends (including compensation for serving as liaison to other advisory committees, councils and forums), reimbursements, health and retirement benefits, and other benefits such as equipment. A link to this report should be posted on the agency's board or council web page.**

Our current practice is to compile an annual report on the compensation paid to our Board Directors. This information is submitted to State Controller's Office and published by them.