



CITY OF COSTA MESA

CALIFORNIA 92628-1200

P.O. BOX 1200

FROM THE OFFICE OF THE MAYOR

January 13, 2012

The Honorable Thomas J. Borris
Presiding Judge of the Superior Court
700 Civic Center Drive West
Santa Ana, California 92701

RE: Compensation Study of Orange County Cities –
City of Costa Mesa Response

Dear Judge Borris:

Thank you for the opportunity to respond to the "Compensation Study of Orange County Cities." The following are the City of Costa Mesa's responses to each of the findings and recommendations requested.

Finding F.4: Public disclosure of municipal compensation levels is widely inconsistent, ranging from good to non-existent.

Response: The City of Costa Mesa agrees that municipal compensation reporting amongst all 34 Orange County cities is not uniform. The City of Costa Mesa posts all of its job descriptions (with salary ranges) and all individual association MOUs on the City's website by accessing the CITY GOVERNMENT/ADMINISTRATIVE SERVICES/HUMAN RESOURCES DIVISION (<http://www.ci.costa-mesa.ca.us/CMEmployment.htm>). The City's main web page also has a button for EMPLOYMENT OPPORTUNITIES which immediately brings the user to the Human Resources Division web page containing this information as well. The job descriptions for full and part-time positions provide the salary ranges for each position. As well, the City's main web page provides a prominent link entitled EMPLOYEES COMPENSATION REPORT.

Finding F.7: There is currently no disclosure of written employment contracts on the majority of cities' websites.

Response: The City of Costa Mesa agrees that the majority of the 34 Orange County cities do not prominently disclose all written employment contracts on their City websites. The City of Costa Mesa currently, and has always, posted each individual employment agreement on the City's website under the CITY GOVERNMENT/ADMINISTRATIVE SERVICES/HUMAN RESOURCES DIVISION or under the EMPLOYMENT OPPORTUNITIES link on the City's main web page.

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Recommendation R.1: Transparency – All cities in Orange County report their compensation information to the public on the Internet in an easily accessible manner. The compensation Disclosure Model (Appendix 4) provides a same as to the items that should be included in determining total compensation

Response: The City of Costa Mesa was already in compliance with this recommendation prior to the issuance of the Grand Jury report and has included the Compensation Report on the City's website under EMPLOYEES COMPENSATION REPORT.

Recommendation R.2: Employment Contracts – Each city reveal any individual employment contracts in an easily accessible manner.

Response: The City of Costa Mesa was already in compliance with this recommendation prior to the issuance of the Grand Jury report and has posted all the individual employment MOUs on the City's website for many years, and will continue to do so. In addition, the City's Chief Executive Officer's employment contract is a public document and accessible via request to the City Clerk.

Sincerely,



Gary Monahan, Mayor
City of Costa Mesa

c: Orange County Grand Jury
Thomas Hatch, Chief Executive Officer
Lance Nakamoto, Human Resources Manager
Thomas Duarte, City Attorney