



CITY OF LAGUNA NIGUEL

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discussed for grand jury copy - Tim said the judge
CITY COUNCIL

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July 20, 2011

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

Re: City of Laguna Niguel Response to 2010-2011 Grand Jury Report: "Compensation Study of Orange County Cities"

Dear Judge Borris:

On June 3, 2011, the 2010-2011 Orange County Grand Jury issued a report entitled: "Compensation Study of Orange County Cities". All Orange County Cities are required to respond to Findings F.4 and F.7 and Recommendations R.1 and R.2.

The responses from the City of Laguna Niguel are set forth below. It should be noted that our responses are based solely on our reading of the Grand Jury Report and a cursory review of a few Orange County City websites. The City performed no additional independent research or analysis.

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

City Response: The City agrees with the finding.

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

City Response: The City agrees with the finding.

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

City Response: The recommendation has been implemented. For many years, the City has posted the following information on the City's Website:

- *Job Descriptions for all City Employment Classifications*
- *Salary Schedules for the following groups or bargaining units:*
 - *Executive/Management Group*
 - *Confidential Group*
 - *Maintenance/Clerical/Technical Unit*

- *Middle Management/Professional/Supervisory Group*
- *Part-Time Employees*
- *Memoranda of Understanding (Labor Agreements) with the Orange County Employees Association*
- *Summary of City's Fringe Benefit Package for Full-Time Employees*

In August 2010, the Laguna Niguel City Council directed that specific salary information be provided on the City's Website for the Mayor and City Council, City Commission/Committee Members and the City Manager. This information has been added to the City's Website.

All of this information is easily accessible from the Home Page of the City's Website by clicking on the "Employment" button/icon.

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

City Response: The recommendation will be implemented for the City Manager's Employment Agreement only, no later than July 31, 2011. While other Executive/Management employees have employment agreements, these agreements are for the primary purpose of establishing the "At-Will" status of these employees and do not contain detailed compensation information.

Thank you for the opportunity to respond to this Grand Jury Report.

Yours truly,



Tim Casey
City Manager

Cc: City Council
City Manager
City Attorney
City Clerk