



| Requirement                          | Checkpoint   | Additional Information   |
|--------------------------------------|--|--|
| <b>Public Records Act*</b>           | <ul style="list-style-type: none"> <li>We have created our Enterprise System Catalog (per SB 272), with copies available at our office, and posted it to our website if we have one</li> </ul>                                       | This catalog listing your computer systems that meet certain requirements is required even if you don't have a website. Learn more about the law or sign up for the free compliance tool at <a href="http://getstreamline.com/sb272">getstreamline.com/sb272</a> |
| Public Records Act                   | <ul style="list-style-type: none"> <li>We post the content most often requested by our constituents, and most often requested via Public Records Act request, to our website in an easy to find location</li> </ul>                  | This can save the cost of making copies thanks to newly-passed AB 2853, allowing you to refer to your website when complying with PRA requests. In addition, it helps reduce phone calls!  |
| <b>Brown Act*</b>                    | <ul style="list-style-type: none"> <li>We post all agendas 72 hours in advance for general meetings—including on our website, if we have one</li> </ul>  | Original Brown Act requirement   |
| <b>Brown Act*</b>                    | <ul style="list-style-type: none"> <li>Our most recent agenda is posted directly to the homepage of our website, if we have one (2019)</li> </ul>  | AB 2257 - new Brown Act requirement coming in 2019. Must also be retrievable, downloadable, indexable, and electronically searchable   |
| <b>Financial Transaction Report*</b> | <ul style="list-style-type: none"> <li>Last year's financial transaction report is submitted to the Controller, and posted to our website (if we have one) "within seven months after the close of each fiscal year"</li> </ul>      | You can find more at: <a href="http://tinyurl.com/special-district">tinyurl.com/special-district</a>   |
| <b>Compensation Report*</b>          | <ul style="list-style-type: none"> <li>Compensation report is submitted to Controller by April 30 each year; if we have a website, the full report or a link to the PublicPay website is posted in a conspicuous location</li> </ul> | Instructions and more information can be found on the Controller's site at <a href="http://tinyurl.com/district-compensation">tinyurl.com/district-compensation</a>  |
| <b>Healthcare District websites*</b> | <ul style="list-style-type: none"> <li>If we are a healthcare district, we have a website that includes district contact information</li> </ul>  | As of January 2018, AB 1728 requires healthcare districts to have a website with contact information (Note that all other CA requirements apply as well.)  |
| Open Data                            | <ul style="list-style-type: none"> <li>Anything we post online and call "open data" meets the requirements for open data (per AB 169)</li> </ul>   | California law defines what the term "open data" means, for content posted to an agency website  |
| Section 508                          | <ul style="list-style-type: none"> <li>Our site meets ADA (Americans with Disabilities Act) requirements and passes a scan from a Section 508 scanner</li> </ul>   | Required so that people with disabilities can access your website. Check at <a href="http://achecker.com">achecker.com</a> , a popular scanner to test for compliance  |
| Mobile Friendly                      | <ul style="list-style-type: none"> <li>Our website passes Google's mobile-friendliness scanner so that we appear in search results on mobile devices</li> </ul>  | Prevent ranking penalties, check out the free scanner at <a href="https://search.google.com/test/mobile-friendly">https://search.google.com/test/mobile-friendly</a>   |

\*California state mandatory posting requirement