



## **Citizens’ Bond Oversight Committee Meeting Minutes**

**December 13, 2018 5:00 p.m.**

Facilities Development and Planning,  
2425 Webster Ave., Long Beach, CA 90810

### **Attendees:**

COC Members: Walter Larkins (Vice Chair), Carshe’ Chess, Daniel Minkoff, Leslie Young, and Rebecca Turrentine

Absent: Mario Gonzalez

LBUSD Staff: Alan Reising, Sara Slater, Maria Ruiz, and Susan Ginder

Consultants: Vivien Hao, Gema M. Ptasinski, CPA; CliftonLarsonAllen, LLP, Philip Henderson; Orbach, Huff, Suarez, & Henderson LLP

Guests: None

### **Call to Order**

- Meeting was called to order at 5:12 p.m. by L. Young.

### **Establishment of Quorum**

- Roll call was taken and a quorum was established.

### **Approval of Minutes**

- A motion to approve the COC’s April 19, 2018 minutes was made but attendees of that meeting were no longer part of the committee. D. Minkoff motioned to accept the minutes as written and seconded by R. Turrentine. All were in favor.
- A motion to approve the COC’s September 27, 2018 minutes was made by D. Minkoff and seconded by R. Turrentine. All were in favor. Motion was approved.

### **Public Comment**

- None

### **Communications**

- None

### **Staff Reports**

#### **Presentation of 2017-2018 Audit Report**

- A. Reising informed the committee of one of their key role was ensuring that the moneys generated through taxes are being spent accordingly with one of the tools to show this by hiring an Independent Audit Firm to review expenditures.

- G. Ptasinski introduced herself stating that she represented CliftonLarsonAllen, the firm hired for the independent audit. She informed the committee that there were two parts of the audit report; a financial audit of the actual funds (revenue, expense, assets, etc.) and a performance piece that focuses on compliance (how money is spent). She informed that both Measure E and K are included in the financial part of the audit. G. Ptasinski review both parts of the audit report answering questions from committee members as they arise. She summarized that there were no items in noncompliance identified.

### **New Business**

#### **Draft of COC Annual Report**

- A. Reising reminded the committee about the subcommittee that met to discuss the COC Annual Report. He informed the members of the subcommittee were L. Young and D. Minkoff. V. Hao reported that the lay out and information for this year's Annual Report would remain consistent to last year's format and information provided. She stated that the committee member would receive an official draft via email next week. The committee members discussed in details information to include in the Annual Report. V. Hao informed that the finalized Annual Report will be presented to the Board of Education of February 20, 2019.

### **Old Business**

- A. Reising reminded the committee about a previous discussion about the context/limits and authority for the prevue of the organization (committee). He introduced Philip Henderson, from Orbach, Huff, Suarez, & Henderson LLP, a legal firm used for the bond council and would assist in clarifying the roles and responsibilities of the COC. He shared and reviewed a handout with all the members. P. Henderson answered questions as they were made.

### **Announcements**

- None

### **Adjournment and Next Meeting**

- The next COC meeting will take place on January 24, 2019. Members will receive notice via email once location is determined. W. Larkins motioned to adjourn the meeting and seconded by R. Turrentine. All were in favor. The meeting adjourned at 7:28p.m.