



**Citizens' Bond Oversight Committee Meeting Minutes**  
December 14, 2023

**Attendees:**

COC Members: Michael Bishop, Rebecca Turrentine, Pamela Williams, Raul Nario, Osvaldo Avila, & Steve Davis

LBUSD Staff: David Miranda, Dana Grudem, Sara Slater, & Maria Ruiz

Guests: Tracy Nishihira – Consultant, G. Ptasinski – CliftonLarsonAllen

**Call to Order** M. Bishop called the meeting to order at 5:04 p.m.

**Establishment of Quorum** - Roll call was taken and a quorum was established.

**Approval of Minutes** – M. Bishop asked for a motion to approve the minutes for the September 26, 2023 meeting. R. Turrentine motioned to approve and P. Williams seconded with all members in favor. Motion was approved.

**Public Comment** – None

**Communications** –

**New Member Introductions:** D. Miranda welcomed the two newest COC members and asked both, O. Avila and S. Davis to introduce themselves. Both shared their current work experience and their past committee experiences.

**New Facilities Staff Introduction:** D. Miranda informed the committee of the newest Facilities Staff Member, D. Grudem and asked her to introduce herself. She shared her background and work history.

**Vice Chair Selection:** D. Miranda addressed the need to fill the Vice Chair position, as the previous member serving as Vice Chair had termed out and could no longer be part of the committee. M. Bishop asked for nominations to fill this position. P. Williams nominated herself and R. Turrentine seconded. With all members in favor, motion was approved.

**Staff Reports**

**Presentation of the 2022 – 23 Audit Report:**

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 audit that focuses on compliance (how money is spent). She informed that all three Measures (Measure E, K, & Q) were included in the financial part of the audit. G. Ptasinski reviewed both parts of the audit report answering questions from committee members as they arised. She summarized that there were no items in noncompliance identified, making this the 11<sup>th</sup>

consecutive year with no findings.

**Draft COC Annual Report Content –**

D. Miranda shared the content to be included in the 2022-23 Annual Report. The report includes an introduction from COC Chair M. Bishop, an overview of the new bond (Measure Q) and bond program expenditures and various stories highlighting accomplishments from the 2022-23 fiscal year and upcoming projects. He asked the committee for comments or feedback. Suggestions made were noted and the committee was informed that they would receive an updated draft prior to the January meeting. He also informed them that action to approve the finalized 2022-23 Annual Report would take place during the January meeting. He also informed that the finalized Annual Report would be presented to the Board of Education in February.

**Old Business**

**Announcements** – D. Miranda informed the committee that E. Somoza was no longer with LBUSD therefore there is a recruitment for replacement to assist in the public information component of the program.

**Adjournment and Next Meeting** - The next COC meeting will be held in January 2024. Members will receive notice via email once a date and location is determined. M. Bishop asked for a motion to adjourn the meeting. R. Turrentine motioned to approve and P. Williams seconded. With all members in favor, meeting adjourned at 6:04p.m.