**INFORMATION SHEET**
**MEASURE J CITIZENS' OVERSIGHT COMMITTEE**
**MONDAY, DECEMBER 5, 2011**

TO: Dana Eaton ATTACHMENT: 9

FR: Mindy Maxedon

RE: Audit Firm for Proposition 39 Audit

Senate Bill 423 was signed into law on September 6, 2011. This law requires a Proposition 39 audit to be submitted to the Citizens' Oversight Committee by March 31 of each year. This bill takes effect on January 1, 2012.

I am suggesting the committee consider using Cichella & Tokunaga, LLP. This firm has been the district audit firm for the last three years. They are located in El Dorado Hills; however, they have office space in Pleasanton as well.

We are very happy with their service. Every staff member we have worked with from their firm has been courteous, professional and works hard to make the audit process as smooth as possible. They are thorough, expedient and a pleasure to work with.

I confirmed with Pauline Tokunaga that they do perform Citizens' Oversight Committee audits. She said the work usually requires one to two field days and then a couple weeks to prepare the report. The audit expense is estimated to be $3,500.

If the COC would like to proceed with using Cichella & Tokunaga, LLP, for the audit, I can contact Pauline and request she prepare the proposal.