

ADOPTED  
MINUTES OF THE  
MEASURE E  
CITIZENS' OVERSIGHT COMMITTEE  
1791 W. Acacia Avenue, Hemet, California 92545  
Meeting of January 17, 2008

The meeting of the Measure E Citizens' Oversight Committee was called to order at 6:33 p.m. on Thursday, January 17, 2008 at Hemet Unified School District located at 1791 W. Acacia, Hemet, CA 92545.

Committee Members Present:

- Mrs. Anna Marie Dalbey
- Mr. Thomas Green
- Mr. Guy Excell
- Mr. Mark Shabashov
- Mrs. Heidi Roth
- Mr. Matthew Coiner
- Mr. William Schembri
- Mrs. Marilyn Forst
- Mr. Richard Schmitt
- Mr. George Buchanan
- Mr. Steve Pulbrook

District Staff Present:

- Mr. Richard Beck, Assistant Superintendent,  
Business Services
- Ms. Tina Koonce, Facilities Director
- Ms. Joyce Brightman, Accountant, Facilities
- Ms. Connie Listoe, Administrative Assistant  
Business Services

Guests:

- Mr. Scott Gustafson, Vavrinek, Trine, Day & Co.
- Mr. Richard Bruce, douglas e. barnhart
- Mr. Bill Downing, douglas e. barnhart

I. PRELIMINARY

A. Call to Order

B. Introduction of New Committee Member

C. Roll Call

Mrs. Dalbey called the meeting to order at 6:33 p.m., indicating that a quorum was established.

D. Approval of Agenda

On a motion by Mrs. Dalbey, seconded by Mr. Schembri, the agenda for the meeting was approved.

- E. Approval of Minutes  
On a motion by Mr. Schembri, seconded by Mr. Shabashov, the minutes of the June 21, 2007 meeting were unanimously approved.

II. COMMITTEE COMMENTS

None

III. PUBLIC COMMENTS

None

IV. SPECIAL ITEMS

- A. Building Fund Audit 2006/07 – Scott Gustafson, Vavrinek, Trine, Day & Co.  
The Building Fund Audit is a requirement of Proposition 39. Mr. Gustafson reviewed the financial summary. He stated there is a notice that barnhart as the trustee for the funds paying the multi-prime contractors had on several occasions missed the 10-day requirement. This is a self-imposed limit that the District decided upon to ensure contractors were paid in a timely manner.
- After discussion by the Committee, the report as presented was unanimously accepted by the Committee.
- B. Annual Report – Richard Beck  
Richard Beck presented the Annual Report which is a compliance document tied to the audit. It addresses the minimum requirements. It will be posted on the District website. On a motion by Mr. Excell to approve the Annual Report, seconded by Mrs. Forst, the motion carried unanimously.
- C. Project Status & Budget Report – Tina Koonce  
Since all of the Measure E funds were spent, there was no Project Status and Budget Report.
- D. Financial Report – Joyce Brightman  
Ms. Brightman explained the final Measure E monies were spent on the Hamilton new construction and modernization.
- E. Schedule 2008 Meeting  
The last meeting will be scheduled when the final Measure E audit is complete.

V. ADJOURNMENT

The meeting was adjourned at 7:07 p.m.