

**BANNING UNIFIED SCHOOL DISTRICT  
161 W. WILLIAMS STREET  
BANNING, CALIFORNIA**

**AGENDA FOR THE 25<sup>th</sup> GENERAL MEETING OF  
CITIZENS OVERSIGHT COMMITTEE, MEASURE R**

**Wednesday, April 2, 2014  
5:00 p.m.**

Meeting to be held at:

**District Administration Center in the  
Board Room**

1. **Call to Order**
2. **Roll Call and Establishment of Quorum**

Diana Benhar: Richard Krick, *Committee President*; Kerri Mariner; Susan McQuown;  
Carole Ranney-Davies; Veronica Topete

3. **Approval of Minutes**  
Approval of Minutes of February 5, 2014

4. **Communications**

**Community Concerns**

Individuals who wish to address the Committee are requested to complete a "Request to Address Citizens Oversight Committee" card and submit it to the Committee President prior to the beginning of the meeting. Speakers' comments are limited to three (3) minutes. Individual speakers may not give their time away to another spokesperson. The total time for public input on each agenda item or single topic is no more than ten (10) speakers or one-half (1/2) hour maximum.

Members of the public may bring before the Committee matters that are not listed on the agenda. The Committee may refer such a matter to the Superintendent or designee or take under advisement, but shall not take action at that time. The Committee may place the matter on the agenda of a subsequent meeting for action or discussion.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's Citizens Oversight Committee, please contact the office of the District Superintendent at (951) 922-2706. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting.

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**Community Concerns (continued)**

Upon request, the District shall also make available this agenda and all other public records with this meeting in appropriate alternative formats for persons with a disability. (Reference: Ralph M. Brown Act)

**Committee Concerns**

Committee Members are encouraged to report on items of information not requiring comments or discussion, to the entire body at this time. (Reference: Ralph M. Brown Act)

**Cabinet Comments**

The Superintendent and members of the Cabinet are encouraged to report on items of information to the Committee. Other items, which may be agendaized for a later meeting, may be presented but cannot be commented upon or discussed at the meeting. (Reference: Ralph M. Brown Act)

**5. Information/ Discussion**

**5.1 Conflict of Interest Form 700 2013/2014**

Form 700 was emailed to all of you by Monica O'Brien, the Superintendent's Confidential Secretary. She requested that the Form be returned to her by March 14, 2014 so that they can be available at the Auditor's request during the Spring Audit. Please contact either Monica or Kookie if you have not yet completed the form.

**5.2 Search for New Measure "R" Oversight Member**

The District is actively seeking a new Member to fill the current Committee vacancy. To date, we have not received any applications even after following up on referrals and handing out two applications. A letter inviting applicants is posted in public view at the District Offices, as well as on the Home Page of the Banning USD website (where all Facilities links have been conveniently posted) and has been sent to the local Library and Record Gazette.

**5.3 Updates from Project Architect & Construction Manager**

Roger Clarke, Ruhnau, Ruhnau & Clarke Architects (RRC) and Kris Meyer, Ledesma & Meyer Construction (L&M) are scheduled to attend this meeting to give updates and answer questions related to the BHS Athletic Facilities, Phase II Project.

- Feasibility of Adding Drinking Fountains at Tennis Courts – At the February 5, 2014 meeting, members asked for a follow-up in reference to deleting one of two fountains from the Concession building area and moving it to the Tennis Court area.
- Dying vegetation due to broken sprinkler main, loose wires, etc. – Members specifically asked for update after viewing and discussing pictures of the site

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**5.4 COC Purpose of Informing the Public of District Expenditure Compliance**

Peggy Reyes, Facilities Consultant researched Oversight Committee Annual Reports and drafted a Sample Report for this Committee to review (in this meeting's packet):

- *Sample Draft of Annual Report (Notify Kookie in order to have it put on Board Agenda when ready – see example: item 10.8., page 10.1.(6))*
- *Also see Banning USD Board Policy #7214.1(10.4)- Presentation of Reports*
  - Resolution No. 06-07-21 (Board Approved January 18, 2007)

**5.5 BHS Classroom Expenditure Report from VTD 2012/13 (tabled 2/5/2014)**

*Expenses By Date and Fiscal Year for BHS Classroom Legal Expenses:* The bottom line dated 6/30/2013 for Fagen, Friedman, Fulfroost shows “Gym” in the Description column. The Gym was paid for out of Measure “L” funds and so Legal issues regarding the Gym should not be paid for out of Measure “R” funds. Upon reconciliation of the data entry in the Tracking system and the Fagen, Friedman, Fulfroost file, it was found that the entry in the Description column was made in error, as the payment entered on that line was actually related to the Solar Panel issue on the 2-story classroom structure, built with Measure “R” funds. Copies of the invoice for this entry are included in your packet for this meeting.

**5.6 Measure R Tracker Expenditure Reports from Vavrinek, Trine, Day & Co. (VTD)**

1. Expenditure Reports showing all Measure R Funds spent during the current fiscal year through January 27, 2014. **(tabled 2/5/2014)**
2. Expenditure Reports showing Measure R Funds spent since the last COC meeting, through March 2014 *(along with table showing all Measure R \$ currently Expended/Encumbered by Resource, and spreadsheet showing only BHS Athletic Facilities, Phase II Project Costs to date).*

**5.7 Current Measure “R” COC Members and their Terms**

<b>Member</b>	<b>Current Term Ends</b>
VACANT	
Kerri Mariner	December 2014*
Carole Ranney-Davies	September 2015*
Richard Krick	September 2015***
Susan McQuown	September 2015*
Diana Benhar	October 2015*
Veronica Topete	October 2015*

\*First term, option to extend for two additional two-year terms

\*\*Second term, option to extend for one additional two-year term

\*\*\*Third term (final)

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**5.8 Review Tentative Meeting Schedule for COC 2013-14 School Year**

Meetings every other month in-between Regular meeting dates of the Board of Education unless otherwise deemed necessary.

Proposed dates:

Wednesdays at 5:00 p.m. –

June 4, 2014

*(July 2, 2014)*

August 6, 2014

*(September 3, 2014)*

October 1, 2014

*(November 5, 2014)*

**6. Action**

**6.1 Confirm Next Meeting Date and Time**

Wednesday, June 4, 2014 at 5:00 p.m. at the District Offices in the Board Room

**7. Future Agenda Items:**

**8. Adjournment**