

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

**MINUTES OF THE 7th GENERAL MEETING OF
CITIZENS OVERSIGHT COMMITTEE, MEASURE M**

May 14, 2018

Meeting held at:
**District Administration Center
Language Assessment Center (LAC)**

1. Call to Order

The meeting was called to order at 6:09 p.m.

2. Roll Call and Establishment of Quorum

Present: Richard Krick; Ron Duncan; Chris McCallum; Diana Benhar; Susan McQuown;

Absent: Veronica Topete; Mike Rose

Community Member Present: None

BUSD Staff Present: Robert T. Guillen, Superintendent; Kookie Williams, Executive Secretary

Guests Present: Tom Kruse, PJHM Architects; Joe Ledesma, Ledesma & Meyer Construction Management

3. Approval of Minutes

Susan McQuown motioned to approve Measure M Minutes of March 12, 2018. Chris McCallum seconded the motion.

Ayes: 5

Nays: 0

Abstains: 0

Motion Carried

4. Communications

Community Concerns

None

Committee Concerns

None

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4. Communications, continued...

Cabinet Comments

None

5. Information/ Discussion

5.1 Measure M Financial Report

Sue McQuown mentioned that the Measure M verbiage was too vague, and that if it weren't, we may have the money to spend on what we originally wanted to. The Report was accepted with no other comments or questions.

5.2 DSA Update on Architectural Drawings of Performing Arts and Career Tech Ed (CTE) Buildings

DSA final comments/approval had not come in. Tom Kruse stated that DSA Plan Check continues, and he expected final stamped approval to be around the end of July. He had received their first response to the plans, with their suggested changes. DSA comments were nothing major or negative. He explained that this timing will be good for going out to bid because summer bids generally come in higher than other times of year, because contractors are swamped during the summer. So with DSA approval the end of July, we can go out to bid in August, open the bids and take chosen bidder to the Board in September, and break ground in October 2018.

5.3 Performing Arts Theater and CTE building Projected Budget and Bid Process

Richard Krick asked what the timeline was for receiving bids. Joe Ledesma explained that they would start the process by advertising the project in newspapers for two weeks, and have a (non-mandatory) Job Walk during that time, inviting all bidders to the site of new construction and answering any questions they may have about the project. The District would then receive bids for 30 days, and at the end of those 30 days, have a Bid Opening meeting with all bidders present. At that meeting a bid will be publically chosen, and that bid will then be put on the agenda for the next available Board meeting for Board approval. Once the bid is officially approved, the District can contract with them and they can begin work.

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5.4 Review Draft of COC Annual Report to the Board for Oversight of Expenditures for the Fiscal Year 2016/2017

There were no suggested changes to the draft report. Ron Duncan motioned to approve the Report. Sue McQuown seconded the motion.

Ayes: 5

Nays: 0

Abstains: 0

Motion Carried

Richard Krick agreed to submit the Report to the Public and to the Board at the June 28th Board meeting.

5.5 A Current COC Members and their Terms

There were no comments.

5.6 Review Tentative Meeting Schedule for COC 2017-18 School Year

The next meeting will be August 13, 2018.

6. Action

6.1 Confirm Next Meeting Date and Time

Monday, August 13, 2018 at 6:00 p.m.

7. Future Agenda Items

Update of Project Schedule.

8. Adjournment

At 6:48 p.m. Sue McQuown motioned that this meeting for Measure M expenditure oversight be adjourned. Ron Duncan seconded the motion. The motion carried and the meeting was adjourned.