

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

**MINUTES OF THE 27th GENERAL MEETING OF
CITIZENS OVERSIGHT COMMITTEE, MEASURE R**

August 6, 2014

Meeting held at:
**District Administration Center
Board Room**

1. Call to Order

The meeting was called to order at 5:02 p.m.

2. Roll Call and Establishment of Quorum

Present: Richard Krick, *Committee President*; Kerri Mariner; Veronica Topete; Chris McCallum; Susan McQuown

Absent: Carole Ranney-Davies & Diana Benhar

Community (Board of Ed) Member Present: Larry Ellis

BUSD Staff Present: Robert T. Guillen, Superintendent of Schools & Kookie Williams, Facilities Account Technician

Guests Present: Peggy Reyes of Ruhnau, Ruhnau & Clarke (RRC), Project Architects, & Joe Ledesma of Ledesma & Meyer (L&M), Project Construction Management

3. Approval of Minutes

Motion by Veronica Topete to **Amend 5.1** of the Minutes of June 4, 2014.

Kerri Mariner seconded the motion.

Ayes – 4

Nays – 0

Abstain – 1 (Susan McQuown, because she was not at the June 4th meeting)

Motion carried

Motion by Veronica Topete to **Approve** Minutes of June 4, 2014 as amended.

Kerri Mariner seconded the Motion to **Approve**.

Ayes – 4

Nays – 0

Abstain – 1 (Susan McQuown, because she was not at the June 4th meeting)

Motion carried

4. Communications

Community Concerns

None

Committee Concerns

None

Cabinet Comments

None

5. Information/ Discussion

5.1 Citizens' Oversight Committee Annual Public Report

No comments

5.2 Project Update

Shared pictures of the completed tennis courts, concession stand and parking lot, along with those of the ribbon-cutting ceremony at the courts.

5.3 & 5.4 Measure R COC Member site walks at BHS

- Regarding drainage at the southernmost edge of the tennis courts – being that during the two days preceding the ribbon-cutting ceremony, Banning had heavy rain storms, the drainage scheme seemed to be effective, as there was no damage or mess after the storms.
- Regarding the eight trees throughout the athletic facility that appeared to be dead, Susan McQuown asked who is supposed to report these type of problems, as it should have been noticed, reported, and taken care of right away. Robert Guillen answered that such a responsibility would fall on site Administration – that they should be checking on such things regularly. The question was then raised by Richard Krick (and Veronica Topete in previous meetings), if the District had ever asked for an advisory group to be formed from members of the community, to walk campuses and assist administration in keeping an eye on such things. There was further discussion in this area with no absolute outcome. Richard Krick also asked if the dead trees would be removed and not replaced. Robert Guillen answered that the District would find something different to replace the trees.

5.5 BHS Project and other Measure “R” Financial Reports

Once all Change Orders have been Board Approved and final invoices for the BHS Project have been paid, we will have a better idea how much Measure R money is left for supplying the new concession stand with necessary equipment. Susan McQuown mentioned that a list should be made in preparation. The following equipment was discussed:

- Refridgerator
- Ice machine
- Dry storage shelving
- Registers with lock cash box
- Sue would like to see a Digital menu board

5.6 Bond Refinancing Update

No comments

5.7 BHS Athletic Facilities Phase 1 Equipment Inventory List (*tabled for further investigation*)

Completed inventory lists were presented. Members had questions about missing items, items shown as not missing on the list but reportedly missing, and duplicate POs.

Richard Krick suggested that site Administration should sign an inventory checklist at the beginning of each school year, and then again at the end, so as to show some accountability regarding possible missing equipment. Robert Guillen answered that the District is currently supplying BHS with storage units for each separate sport, and that each unit will have a separate key, to help with this situation.

It was moved to have this item tabled again, in order for Kookie Williams to investigate possible duplicate POs, and for Robert Guillen to discuss the list with those who did the actual inventory and have them come to the next COC meeting to explain it to the members.

Ayes – 5

Nays – 0

Motion carried. Item tabled until November 5, 2014 meeting.

5.8 Current Measure “R” COC Members and their Terms

No comments

5.9 Review Tentative Meeting Schedule for COC 2014-15 School Year

The next 2 meetings will be at 3 month intervals and perhaps after that, every 6 months until the District is able to sell the remainder of the Bond. The Committee will still need to meet to plan for expenditure of that money.

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6. Action

6.1 Confirm Next Meeting Date and Time

Motion by Veronica Topete to set the next meeting date 3 months out rather than 2, for November 5, 2014

Susan McQuown seconded the Motion

Ayes – 5

Nays – 0

Motion carried

The following future meeting date and time was also agreed upon:

Wednesday at 5:00 p.m. –

February 4, 2015

7. Future Agenda Items

Susan McQuown would like to discuss community use of the athletic facilities: Rules and Regulations, procedures, fees, etc.

8. Adjournment

At 6:22 p.m., Veronica Topete motioned that the meeting adjourn. Susan McQuown seconded the Motion. The motion carried and the Committee adjourned at that time.

Ayes – 5

Nays – 0

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