



Regular Board Meeting Minutes #164

August 17, 2021

The meeting of the Tulare Memorial District Board of Directors was called to order at 9:01AM by Leonard Smith and immediately led into the flag salute.

- Attendance:** Present: Tom Donwen, Gene Sustaita, & Leonard Smith
Absent: Jim Pidgeon & Phil Vandegrift - excused
- Guests:** Melissa Avila - Manager
- Public Comment:** None
- Minutes:** Minutes from our previous meetings dated 7/20/2021 were approved as written on a motion by Gene Sustaita, seconded by Tom Donwen M/C 3/0
- Payment of Bills:** Tom Donwen motioned to approve the bills paid totaling \$176,385.39 after discussion on Southern California Edison bill, Gene Sustaita seconded M/C 3/0
- Finance Report:** The finance report for June & July 2021 was approved on a motion by Tom Donwen, seconded by Gene Sustaita M/C 3/0
- Old Business:** Manager Melissa reported that after discussion with the Tulare Police Department, the TEP program that was discussed at our last meeting is not available to us as we have not had/reported enough vandalism. Police officer advised that our best option is to begin pressing charges against those who are not on our property to conduct lawful business as we are private property. Melissa to speak with Julia Franko with TPD for sign wording to be placed in parking lot as added protection.
- New Business:** Gene Sustaita motioned to approve purchasing a new scrub machine in the amount of \$4,297.37 (+taxes), motion seconded by Tom Donwen M/C 3/0
Board reviewed request by Corky Mills to have event on front steps. After discussion, Gene Sustaita motioned to deny the request as we do not want to open up the idea of our front steps being used for events, rentals should be inside with fees and contracts as with everyone else, motion seconded by Tom Donwen M/C 3/0
- Managers' Report:** After reviewing construction progress, the brown color of the sound panels on the walls were not to our liking. The Board discussed options with Mark Wilson Construction. A replacement silver gray is available and in stock to keep us on schedule with deadline. Gene Sustaita motioned to approve color change and Change Order Request submitted by MWC in the amount of \$20,509.81, motion seconded by Tom Donwen M/C 3/0
- Adjournment:** Meeting was adjourned at 9:40AM on a motion by Gene Sustaita, seconded by Tom Donwen M/C 5/0. Our next meeting is scheduled for 8/17/2021 at 9:00AM

Minutes submitted by: Melissa Avila/ District Manager

Approved by: Genovevo Sustaita – Secretary of the Board of Directors

Date