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Phone (858) 748-5760 | Fax (858) 748-5824
Email: admin@dearborncemetery.com | Website: www.dearborncemetery.com
General Manager | Carrie Perryman

Board of Trustees | James Lyon, President | Kevin Haupt, Vice President | Denise Polito, Secretary

MINUTES

Regular Board Meeting

March 15, 2023

1. Call to order / Roll Call

The regular meeting of the Board of Trustees of the Pomerado Cemetery District was called to order at 3:03 p.m. by Board President, James Lyon.

Attendance

Members Present Board President, James Lyon, Board Vice President, Kevin Haupt, and Board Secretary, Denise Polito

Members Absent: None

District Staff Present: General Manager, Carrie Perryman

Public:

Guest(s): None

Correspondence: None

2. Approve Agenda as posted or as amended.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the agenda as presented.” Board Vice President, Kevin Haupt seconded the motion. Motion carried unanimously.

3. Minutes

The Board read the minutes of the meeting dated February 22, 2023.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the meeting minutes dated February 22, 2023, as presented” Board President, James Lyon seconded the motion. Motion carried unanimously.

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4. Trustee Comments and Reports

Board President James Lyon welcomed our new trustee, Kevin Haupt. Introductions to the board and staff were made. Everyone is pleased to have Kevin join our team and we all look forward to working together.

CONTINUED BUSINESS

1. Capital Planning

• RJM Design Group – Expansion Area Study

Carrie reported that she met with RJM Design Group and Civil Engineer Tom Carcelli to review and discuss the proposed grading as it relates to expansion Options A and C presented by RJM Design Group. It was decided to schedule a review of the Geo Tech report with Geo Soils and have district staff excavate some areas of the proposed site before we proceed.

• Property Acquisition

The board discussed purchasing additional property that is more developable than the existing property the district owns.

• Cemetery Residence

Jim Lyon requested clarification from the City of Poway planning department regarding the requirements to build a new district residence. He is waiting for a response.

2. Project Reports

• North Entrance Paver Repair

Grahovac Construction Company completed the repairs of the loose pavers at the north entrance. All the pavers were pressure washed and resealed. The extended year warranty will conclude in February 2024.

NEW BUSINESS

1. LAFCO Election

The board received all the information on the nominees for the LAFCO election. After a brief discussion, the following motion was made.

Board Action: MOTION – *Board President, James Lyon moved, "To vote for Barry Willis for the regular LAFCO Special District member and David Drake for the Alternate LAFCO Special District Member" Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.*

2. Trustee Rotation

It was decided for James Lyon to remain as board President, Kevin Haupt to fill the position of board Vice President, and Denise Polito to remain as board Secretary.

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CEMETERY OPERATIONS

1. Personnel

None

2. Discussion Items

None

BUSINESS REPORT

1. Financial and Interment Report for February 2023.

- Deposit Permit: Total Revenue for February 2023 \$ 34,032.78
- The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$1,000.00
 - General Fund \$28,042.78
 - Endowment \$4,990.00 a public trust fund with Stifel, Nicolaus & Company.
 - Pre-Need Income \$ 0.00 to Wells Fargo Bank.
- Warrant for April 2023 was signed in the amount of \$ 103,000.00.
- Interments for February - 11

Board Action: MOTION – Board Vice President, Kevin Haupt moved, “To approve the financial and interment reports as presented; and the deposit permit for February 2023 to the San Diego County Treasury and Wells Fargo Bank.” Board Secretary, Denise Polito seconded the motion. Motion carried unanimously.

ADJOURNMENT

1. Next Scheduled Board Meeting

The next regular board meeting is scheduled for Wednesday, April 26, 2023, at 3:00 pm.

Meeting Adjourned at 5:05 pm.

I certify that a quorum was present. I hereby certify that the foregoing is a true and correct copy of the Board of Trustees Meeting held Wednesday, March 15, 2023.

Denise Polito/Board Secretary

Date: 5-3-2023

Kevin Haupt /Board Vice President