

Pomerado Cemetery District

A Special District of the State of California

Dearborn Memorial Park

14361 Tierra Bonita Road, Poway, CA 92064

Phone: (858) 748-5760 & (858) 748-5820; Fax: (858) 748-5824

Email: dearborncemetery@gmail.com

Website: www.dearborncemetery.com

General Manager
Carrie Perryman

Board of Trustees
James Lyon, President
Robert Thomas, Vice President
Denise Polito, Secretary

MINUTES

Regular Board Meeting
October 28, 2020

1. Call to order / Roll Call

The regular meeting of the Board of Trustees of the Pomerado Cemetery District was called to order at 3:01 p.m. by Board President, James Lyon.

Attendance

Members Present: Board President, Jim Lyon, Board Vice President, Robert Thomas and Board Secretary, Denise Polito.

Members Absent: None

District Staff Present: General Manager, Carrie Perryman

Public Oral:

Guest(s): Attorney Jeff Morris

Correspondence: None

2. Approve Agenda as posted or as amended.

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

3. Minutes

The Board read the minutes of the meeting dated September 23, 2020.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the meeting minutes of September 23, 2020 as amended.” Board Vice President, Robert Thomas, seconded the motion. Motion carried unanimously.

1 **4. Minutes**

2 The Board read the minutes of the special meeting dated September 25, 2020.

3 **Board Action: MOTION** – Board Vice President, Robert Thomas moved, “To approve the special meeting minutes
4 of September 25, 2020 as presented.” Board Secretary, Denise Polito, seconded the motion. Motion carried
5 unanimously.

6
7 **5. Trustee Comments and Reports**

8 None

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10 **CONTINUED BUSINESS**

11 **1. Project Updates**

12 • **Front Entry**

13 After the special meeting on September 25, 2020, alternate gate designs were considered. Jim Lyon and
14 Carrie worked with the architect and arrived at a single open arch design. Progress on the construction
15 documents and contractor prequalification continues.

16 • **Eagle Paving Proposals**

17 Carrie presented final proposals from Eagle Paving for the 2020-21 Projects. After discussion, the following
18 motion was made:

19 **Board Action: MOTION** – Board Vice President, Robert Thomas made the motion, “To approve the proposals
20 as presented: Asphalt repair \$18,500.00, Residence Driveway repair \$19,000.00, Residence Concrete Apron
21 and Misc. repairs \$25,000.00 for a total of \$62,500.00.” Board Secretary, Denise Polito, seconded the motion.
22 Motion carried unanimously.

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24 **2. Cemetery Logo**

25 There was further discussion regarding the new cemetery logo. The board offered additional comments on
26 the three preferred designs. Jim Lyon will provide the feedback to the graphic designer.

27
28 **3. Closed Session**

29 Pursuant to Gov Code 54956
30 Russo vs. Pomerado Cemetery District

31 Board President, Jim Lyon convened the meeting into Closed Session.

32
33
34 **Board Action: MOTION** – Board Vice President, Robert Thomas moved, “To enter into Closed Session
35 pursuant the agenda” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

36 Reconvene into Open Session – Report from Closed Session

37 **Board Action: MOTION** – Board Vice President, Robert Thomas moved, “To reconvene into open
38 session” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

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40 Attorney Jeff Morris reviewed the case with the board. There was no action taken and nothing to report
41 from Closed Session.

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2 **NEW BUSINESS**
3

4 **1. Financial Statements for the year ended June 30, 2020**

5 **Audit by Spafford and Landry, Inc.**

6 Tabled until the November meeting.
7

8 **2. Board Meeting Schedule – November and December 2020**

9 Due to the holidays, it was decided to move the November and December board meetings to the following
10 dates:

11 ➤ November 23, 2020

12 ➤ December 29, 2020
13

14 **CEMETERY OPERATIONS**

15 **1. Personnel**

16 No report.
17
18

19 **BUSINESS REPORT**

20 **1. Financial and Interment Report for September 2020.**

- 21 • Deposit Permit: Total Revenue for September 2020 **\$49,848.75**
- 22 • The funds were disbursed as follows:
- 23 ▪ San Diego County Treasury:
 - 24 ○ Capital Outlay \$ 1,800.00
 - 25 ○ General Fund \$ 36,620.75
 - 26 ▪ Endowment \$ 8,298.00 a public trust fund with Stifel, Nicolaus & Company.
 - 27 ▪ Pre-Need Income \$3,130.00 to Wells Fargo Bank.
- 28 • Warrant for November 2020 was signed in the amount of **\$ 95,000.00**
- 29 • Interments for August - 9
30

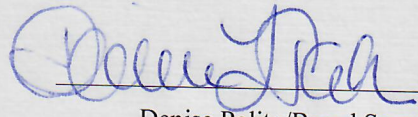
31 **Board Action: MOTION** – Board Vice President, Robert Thomas moved, “To approve the financial and interment
32 reports as presented; and the deposit permit for September 2020 to the San Diego County Treasury and Wells Fargo
33 Bank.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously
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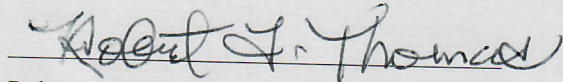
ADJOURNMENT

1. Next Scheduled Board Meeting

The next regular board meeting is scheduled for Monday, November 23, 2020 at 3:00 p.m.
Meeting Adjourned at 4:55 p.m.


Denise Polito/Board Secretary

Date: 11-25-2020


Robert Thomas /Board Vice President

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, October 28, 2020.

