

# Pomerado Cemetery District

*A Special District of the State of California*

## Dearborn Memorial Park

14361 Tierra Bonita Road, Poway, CA 92064

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**General Manager**

**Carrie Perryman**

**Board of Trustees**

**James Lyon, President**

**Robert Thomas, Vice President**

**Denise Polito, Secretary**

### MINUTES

**Regular Board Meeting**

**August 25, 2021**

**1. Call to order / Roll Call**

The regular meeting of the Board of Trustees of the Pomerado Cemetery District was called to order at 3:07 p.m. by Board President, James Lyon.

**Attendance**

Members Present

Board President, James Lyon, Board Vice President, Robert Thomas, 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, Robert Thomas, seconded the motion. Motion carried unanimously.

**3. Minutes**

The Board read the minutes of the meeting dated July 28, 2021.

**Board Action: MOTION** – Board Secretary, Denise Polito moved, “To approve the meeting minutes of July 28, 2021, as presented.” Board Vice President, Robert Thomas, seconded the motion. Motion carried unanimously.

1 **4. Trustee Comments and Reports**

2 Trustee Robert Thomas attended the San Diego CSDA Quarterly Dinner Meeting on Thursday, August 19, 2021.  
3 He stated that it was good to meet in person instead of a zoom meeting. One of the topics was Covid Relief  
4 Funds available for California Special Districts. After review of our financials, it was determined Pomerado  
5 Cemetery District was not in need nor did we qualify for Covid Relief Funds.  
6

7 **CONTINUED BUSINESS**

8 **1. Front Entry Project – Report**

9 James Lyon and Carrie reported on the August 3, 2021, construction meeting which was attended by:

- 10 • Grahovac Construction Company: Gina Grahovac, Harold Balkowski, David Setterberg, and  
11 Tom Stropko
- 12 • Civil Engineer Tom Carcelli
- 13 • Irrigation Consultant Chris Curry
- 14 • City of Poway Inspectors
- 15 • Pomerado Cemetery District: James Lyon, Carrie Perryman, Paul Castillo, and Wayne Perryman.

16 The purpose of the onsite meeting was to review the plumbing scope for the south entrance project. It was  
17 important for everyone to better understand the water issues that were discovered during demolition and the  
18 revisions to the original plans requested by the City of Poway. The meeting also helped facilitate a plan to separate  
19 the irrigation and domestic water lines.

20 On August 4, 2021, the design engineers provided revised plans that were distributed to the construction team  
21 which were then forwarded to the City of Poway for approval.

22 On August 17, 2021, a formal change order was provided by Grahovac Construction Company that included a  
23 new design with a second backflow preventor to separate the domestic and irrigation lines in preparation for a  
24 potential well, in addition to the changes requested by the City of Poway. Construction resumed at the south  
25 entrance on August 23, 2021.

26 **2. Well Investigation.**

27 After Carrie contacted several drilling companies, it was decided to schedule a meeting with Fain Drilling and  
28 Pump Co., Inc.

29 On August 10, 2021, Dave Matthews of Fain Drilling and Pump Co., Inc. met with James Lyon, Carrie Perryman,  
30 Paul Castillo, and Wayne Perryman at the District Office to discuss options. The discussion was followed by a  
31 site visit to identify potential well locations. Fain Drilling Company recommended we obtain a water survey to  
32 assist with the well location. A survey has been scheduled with the *Water Prospector* for August 27, 2021. The  
33 board will make a final decision once more information is available.  
34

35 **CEMETERY OPERATIONS**

36 **1. Personnel**

37 **Foreman Introduction**

38 The District hired Paul Castillo on June 1, 2021 to fill the Foreman position. Formal introductions were made to the  
39 board of Trustees. Everyone is pleased to have Paul onboard and part of our team.  
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**2. Discussion**

Property Procurement: The topic of purchasing vacant land adjacent to the existing cemetery was reviewed. There was quite a bit of discussion regarding the need for more property. Jim Lyon and Carrie will gather more information and report back to the board as time permits.

**BUSINESS REPORT**

**1. Financial and Interment Report for July 2021.**

- Deposit Permit: Total Revenue for July 2021 **\$76,337.44**
- The funds were disbursed as follows:
  - San Diego County Treasury:
    - Capital Outlay \$2,400.00
    - General Fund \$54,861.44
  - Endowment \$11,372.00 a public trust fund with Stifel, Nicolaus & Company.
  - Pre-Need Income \$7,704.00 to Wells Fargo Bank.
- Warrant for September 2021 was signed in the amount of **\$ 98,000.00**
- Interments for July - 20

**Board Action: MOTION** – Board Vice President, Robert Thomas moved, “To approve the financial and interment reports as presented; and the deposit permit for July 2021 to the San Diego County Treasury and Wells Fargo Bank.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

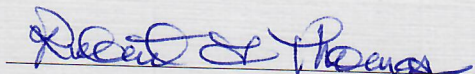
**ADJOURNMENT**

**1. Next Scheduled Board Meeting**

The next regular board meeting is scheduled for Wednesday, September 29, 2021, at 3:00 p.m.  
Meeting Adjourned at 4:50 p.m.

  
Denise Polito/Board Secretary

Date: 9-29-2021

  
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, August 25, 2021.