

# 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](mailto:dearborncemetery@gmail.com)

Website: [www.dearborncemetery.com](http://www.dearborncemetery.com)

**General Manager**

Carrie Perryman

**Board of Trustees**

James Lyon, President

Robert Thomas, Vice President

Denise Polito, Secretary

### MINUTES

Regular Board Meeting

April 28, 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 3:00 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):

Grahovac Construction: Gina Grahovac and David Setterberg

Correspondence:

None

**2. Approve Agenda as posted or as amended.**

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

**3. Minutes**

The Board read the minutes of the meeting dated March 24, 2021.

**Board Action: MOTION** – Board Secretary, Denise Polito moved, “To approve the meeting minutes of March 24, 2021 as presented.” Board Vice President, Robert Thomas, seconded the motion. Motion carried unanimously.

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**4. Trustee Comments and Reports**

No Report

**CONTINUED BUSINESS**

**1. Front Entry Project**

• **Report from Grahovac Construction – Gina Grahovac**

Owner of Grahovac Construction, Gina Grahovac, and Project Superintendent, David Setterberg attended the meeting to provide a project update. Several items were reviewed regarding the gate submittals, including the color and finish. The schedule was discussed, and May 20, 2021 was planned for the South Entry Groundbreaking Ceremony.

There was further discussion on the new front entrances and the condition of the existing pavement.

The following motion was made:

**Board Action: MOTION** – Board Vice President, Robert Thomas moved, “To approve the change order request to replace existing asphalt at the North Entrance not to exceed \$16,000.00.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

**2. Closed Session**

**Pursuant to Gov Code 54956  
Russo vs. Pomerado Cemetery District**

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

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

Reconvene into Open Session – Report from Closed Session

**Board Action: MOTION** – Board President, James Lyon moved, “To reconvene into open session” Board Vice President, Robert Thomas, seconded the motion. Motion carried unanimously.

The Board of Trustees reported that they convened in closed session. There was no action taken and nothing to report.

**NEW BUSINESS**

**1. 2021/22 Budget Preparation**

Carrie informed the board she had begun work on the 2021-22 Budget. There was discussion on future projects, property procurement, and maintenance and repairs to the existing roads. A Capital Improvement phasing plan will be a topic of discussion as work on the budget is finalized and the front entry projects are completed. A tentative date for a budget workshop was set for May 20, 2021 following the Groundbreaking Ceremony.

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## CEMETERY OPERATIONS

### 1. Personnel

Carrie reported the position of Foreman has been advertised. Several qualified candidates have been interviewed. Reference checks are in process and a final selection will be made by the end of April.

## BUSINESS REPORT

### 1. Financial and Interment Report for March 2021.


- Deposit Permit: Total Revenue for March 2021 **\$60,676.72**
- The funds were disbursed as follows:
  - San Diego County Treasury:
    - Capital Outlay \$2,000.00
    - General Fund \$45,684.72
  - Endowment \$ 9,220.00 a public trust fund with Stifel, Nicolaus & Company.
  - Pre-Need Income \$3,772.00 to Wells Fargo Bank.
- Warrant for May 2021 was signed in the amount of **\$ 95,000.00**
- Interments for March - 10

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

## ADJOURNMENT

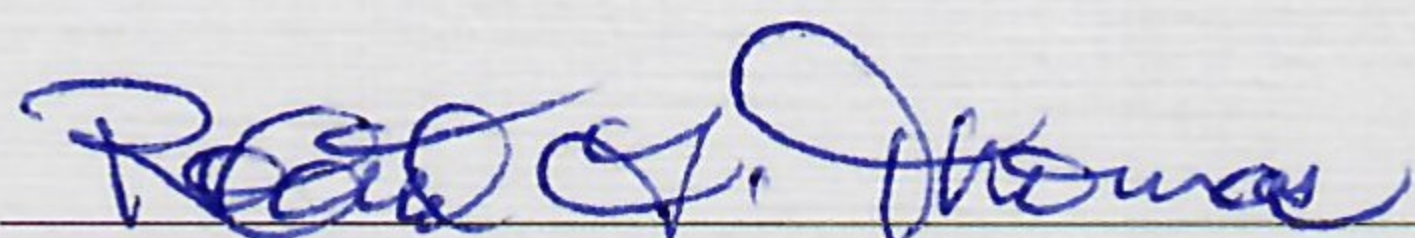
### 1. Next Scheduled Board Meeting

The next special board meeting is scheduled for Thursday, May 20, 2021 at 11:00 a.m.  
 The next regular board meeting is scheduled for Wednesday, May 26, 2021 at 3:00 p.m.  
 Meeting Adjourned at 4:55 p.m.



Denise Polito/Board Secretary

Date: 5-26-2021



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, April 28, 2021.