

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
November 17, 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 3:03 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 October 20, 2021.

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To approve the meeting minutes of October 20, 2021, as presented.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

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4. Trustee Comments and Reports

Robert Thomas plans to attend the CSDA Quarterly Dinner meeting on Thursday, November 18, 2021.

There was discussion regarding scheduling conflicts for the regular board meeting in December. A decision will be made as information becomes available.

CONTINUED BUSINESS

1. Front Entry Project – Report

At the construction meeting on November 4, 2021, a Change Order for *Additional Excavation Due to Hard Soils* was presented by Gina Grahovac of Grahovac Construction Company. The Change Order along with a request for additional documentation from Architect James Mickartz was provided to the board. No action was taken at this time. Several other issues regarding the elevation of the curbs and gate walls were discussed. Carrie will contact Architect James Mickartz for his opinion and direction.

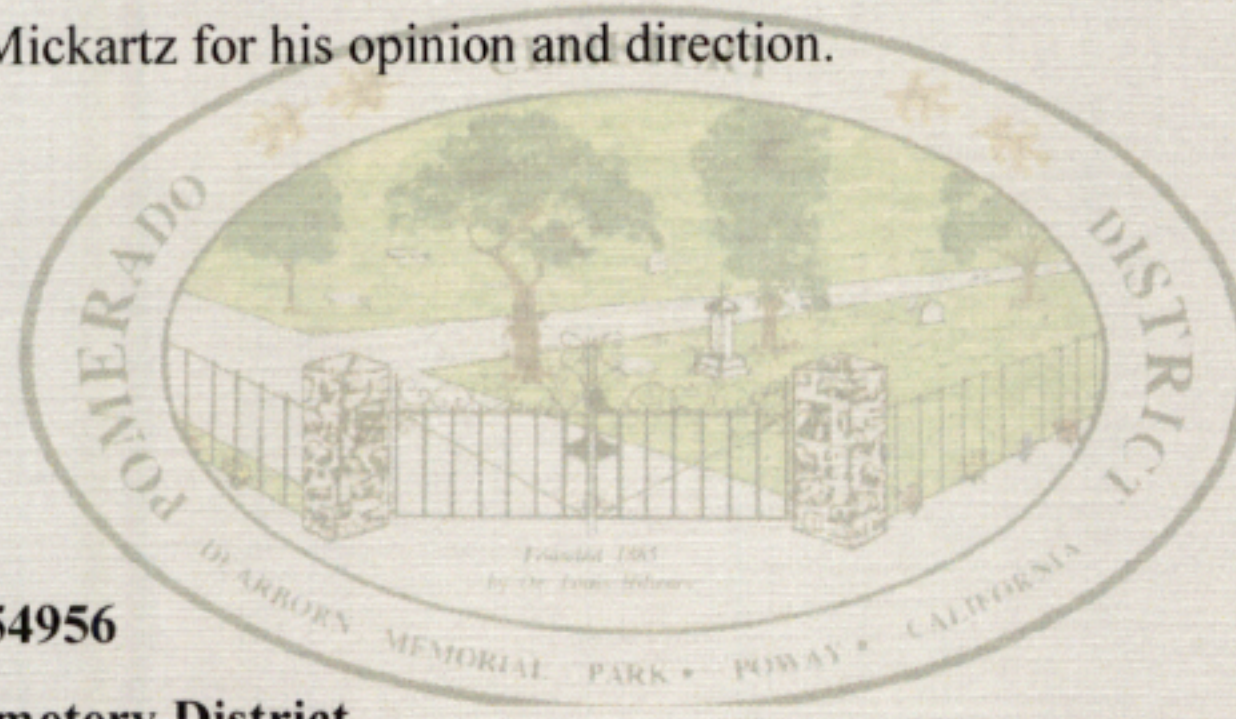
2. Trustee Reappointment

No report.

3. Closed Session

Pursuant to Gov Code 54956

Russo vs. Pomerado Cemetery District



Board Action: MOTION – Board Vice President, Robert Thomas moved, “To enter into closed session pursuant to the Agenda Gov Code 54956.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

Reconvene into Open Session – Report from Closed Session

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

The Board of Trustees reported from closed session that a **Settlement Agreement and General Release of All Claims** was approved by Special District Risk Management Authority.

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4. Closed Session

Pursuant to Gov Code 54956

Public Employee Performance Evaluation

Title: General Manager

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To enter into closed session pursuant to the Agenda Gov Code 54956.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

Reconvene into Open Session – Report from Closed Session

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

The board of Trustees reported from closed session that they concluded the General Manager’s Performance Evaluation.

NEW BUSINESS

1. Cemetery Visitation Hours

A list of visitation hours for other district cemeteries was given to the board. After review and discussion, the following motion was made.

Board Action: MOTION – Board Vice President, Robert Thomas moved, “Effective January 3, 2022, Pomerado Cemetery District Visiting Hours will be from 6:00 am to 6:00 pm Daily.” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

2. Rules and Regulations

The following revisions were made to the Rules and Regulations

Board Action: MOTION – Board Secretary, Denise Polito moved, “To revise the Rules and Regulation to include: “Visitation Hours 6:00 am to 6:00 pm” and “no picnics or tents allowed”. Board Vice President, Robert Thomas, seconded the motion. Motion carried unanimously.

CEMETERY OPERATIONS

1. Personnel

No report

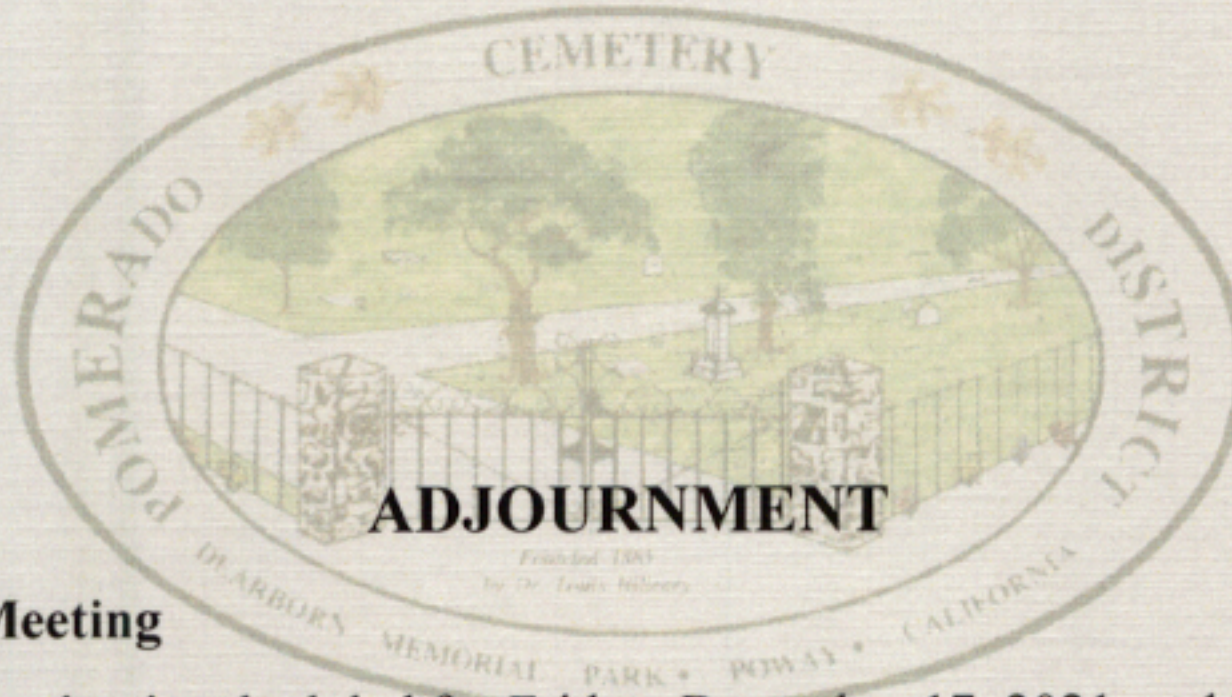
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BUSINESS REPORT

1. Financial and Interment Report for October 2021.

- Deposit Permit: Total Revenue for October 2021 \$ 80,734.76
- The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$2,000.00
 - General Fund \$61,702.76
 - Endowment \$9,500.00 a public trust fund with Stifel, Nicolaus & Company.
 - Pre-Need Income \$7,532.00 to Wells Fargo Bank.
- Warrant for December 2021 was signed in the amount of \$ 98,000.00
- Interments for October- 16

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



1. Next Scheduled Board Meeting

The next regular board meeting is scheduled for Friday, December 17, 2021, at 11:30 am.

Meeting Adjourned at 4:30 p.m.

Denise Polito/Board Secretary

Date: 12-16-2021

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, November 17, 2021.