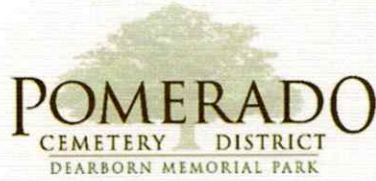


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14361 Tierra Bonita Road, Poway, CA 92064  
Phone (858) 748-5760 | Fax (858) 748-5824  
Email: admin@dearborncemetery.com | Website: www.dearborncemetery.com  
General Manager | Carrie Perryman

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

# MINUTES

## Regular Board Meeting

### May 29, 2024

#### 1. Call to order / Roll Call

The regular meeting of the Board of Trustees of the Pomerado Cemetery District was called to order at 3:02 p.m. by Board President, James Lyon.

#### Attendance

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

Members Absent: None

District Staff Present: General Manager, Carrie Perryman

#### 2. Public:

Guest(s): Cindy Gompper Graves, Pam Gompper, Randal Gompper, and Mike Gompper

Correspondence:

#### 3. Minutes

The Board read the minutes of the special meeting dated April 23, 2024.

**Board Action: MOTION** – Board Vice President Kevin Haupt, moved, “To approve the special meeting minutes dated April 23, 2024, as presented” Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

The Board read the minutes of the regular meeting dated April 24, 2024.

**Board Action: MOTION** – Board Secretary Denise Polito, moved, “To approve the regular meeting minutes dated April 24, 2024, as presented.” Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

#### 4. Trustee Discussion, Questions, Comments, and Reports

None

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## CONTINUED BUSINESS

### 5. Capital Planning

#### a) Cemetery Expansion

Discussion continued from the special capital planning meeting regarding cemetery expansion.

#### b) Residence

- The soils report was completed and received on May 22, 2024. The report was sent to the structural engineer who will make any necessary revisions to the plans for resubmittal to the building department.
- Carrie discussed the contractor proposals with the board. After discussion, the following motion was made:

**Board Action: MOTION** – Board Secretary Denise Polito, moved, “To approve the construction of a new cemetery residence in the amount of \$850,000.00.” Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

## NEW BUSINESS

### 6. Cemetery Signage

The Gompper family attended the board meeting to discuss their concerns regarding the location of the cemetery signs near their family plots. After discussion the following motion was made:

**Board Action: MOTION** – Board Secretary Denise Polito, moved, “To relocate the grounds signs to a location to be determined.”. Motion carried unanimously.

### 7. 2024-25 Budget

Carrie provided a budget proposal to the board for review and discussion. The proposal included historical data, estimates of revenue and expenses through June 30, 2024, current fund balances, proposed projects, the current CPI, current salaries and benefits, and the employee pay scale. After reviewing the information, the following motion was made:

**Board Action: MOTION** – Board Secretary Denise Polito, moved, “To approve the 2024-25 Budget in the amount of 5,200,000.00 with a 4% increase to fees and a 4% increase to the employee pay scale as presented.” Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

## CEMETERY OPERATIONS

### 8. Monthly Report

- a) Personnel - No report.
- b) Grounds and Office Operation - No report.

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### BUSINESS REPORT

**9. Financial and Interment Report for April 2024.**

- Deposit Permit: Total Revenue for April 2024 \$ **57,596.32**

The funds were disbursed as follows:

- San Diego County Treasury:
  - Capital Outlay \$ 1600.00
  - General Fund \$ 41,817.32
- Endowment \$ 8,480.00 a public trust fund with Stifel, Nicolaus & Company.
- Pre-Need Income \$5,699.00 to Wells Fargo Bank.
- Warrant for June 2024 was signed in the amount of \$ **125,000.00.**
- Interments for April – 13

**Board Action: MOTION** – Board Secretary Denise Polito, moved, “To approve the financial and interment reports as presented; and the deposit permit for April 2024 to the San Diego County Treasury and Wells Fargo Bank.” Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

### ADJOURNMENT

**10. Next Scheduled Board Meeting**

The next regular board meeting is scheduled for Wednesday, June 26, 2024, at 3:00 pm.

Meeting Adjourned.

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, May 29, 2024.



Denise Polito/Board Secretary

Date: June 26, 2024



Kevin Haupt /Board Vice President