

Pomerado Cemetery District

A Special District of the State of California

Dearborn Memorial Park

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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

September 23, 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 3:06 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): None

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 President, James Lyon, seconded the motion. Motion carried unanimously.

3. Minutes

The Board read the minutes of the meeting dated August 26, 2020.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the meeting minutes of August 26, 2020 as presented.” Board Vice President, Robert Thomas, seconded the motion. Motion carried unanimously.

1 **4. Trustee Comments and Reports**

2 Robert Thomas reported he attended the LAFCO Advisory Committee meeting via Zoom. Approximately
3 fifteen members participated in the zoom meeting. It was reported that Pomerado Cemetery District is not
4 on the list for a service review. The other topics of discussion included AG-land, water, and fire service
5 districts.
6
7

8 **CONTINUED BUSINESS**

9 **1. Project Updates**

10 **Front Entry**

11 Work on the construction documents continues. Due to the soils report, the structural engineer has concerns
12 regarding the required footings needed for the arch and cantilever gate. Architect James Mickartz and Carrie
13 met for a site review on Tuesday, September 22, 2020 to discuss these concerns. Due to the additional cost
14 of the required footings, recommendations were presented to reconsider the arch and cantilever gate. After a
15 lengthy discussion, it was decided to table these items and schedule a special meeting to finalize design
16 changes. It was also reported that attorney Karen O'Neil reviewed and approved the contractor
17 prequalification process presented by James Mickartz.
18

19 **NEW BUSINESS**

20 **1. Cemetery Logo**

21 With the anticipation of the new front entries and other ongoing projects, it seems appropriate to consider a
22 new cemetery logo. James Lyon contacted a graphic designer for design input. Several preliminary drafts
23 were included in the board packets for discussion. It was decided to place this on the Agenda for the next
24 board meeting.

25 **2. Closed Session**

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

28
29 Board President, Jim Lyon convened the meeting into Closed Session.
30

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

34 Reconvene into Open Session – Report from Closed Session

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

38 There was no action taken and nothing to report from Closed Session.
39
40
41
42

CEMETERY OPERATIONS

1. Personnel

No report.

BUSINESS REPORT

1. Financial and Interment Report for August 2020.

- Deposit Permit: Total Revenue for August 2020 **\$40,377.51**. The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$ 1,800.00
 - General Fund \$ 30,279.51
 - Endowment \$ 8,298.00 a public trust fund with Stifel, Nicolaus & Company.
 - Pre-Need Income \$0.00 to Wells Fargo Bank.
- Warrant for October 2020 was signed in the amount of **\$ 95,000.00**
- Interments for August - 10

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



ADJOURNMENT

1. Next Scheduled Board Meeting

A special board meeting is scheduled for October 7, 2020 at 3:00 p.m.

The next regular board meeting is scheduled for Wednesday, October 28, 2020 at 3:00 p.m.

Meeting Adjourned at 4:35 pm

Denise Polito/Board Secretary

Date: 10-28-2020

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, September 23, 2020.