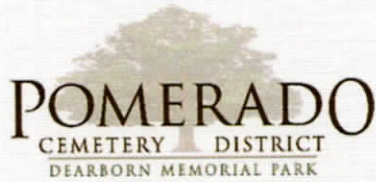


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14361 Tierra Bonita Road, Poway, CA 92064
Phone (858) 748-5760 | Fax (858) 748-5824
Email: admin@dearbornceemetery.com | Website: www.dearbornceemetery.com
General Manager | Carrie Perryman

Board of Trustees | James Lyon, President | Robert Thomas, Vice President | Denise Polito, Secretary

MINUTES

Regular Board Meeting

October 26, 2022

1. Call to order / Roll Call

The regular meeting of the Board of Trustees of the Pomerado Cemetery District was called to order at 3:05 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 September 28, 2022.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the meeting minutes dated September 28, 2022, 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

The test repair areas on the north entrance pavers were completed on Monday, October 24, 2022, and the entrance was reopened on Wednesday, October 26, 2022. Grahovac Construction Company plans to observe the test areas for sixty days before deciding which is the best repair option.

2. Well Project

The well continues to function with no problems. The filtration system is on schedule for delivery and installation in November.

3. Capital Planning - Update

- **Road Replacement – Eagle Paving**

A new proposal for road replacement was presented to the board. After discussion the following motion was made:

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To approve Eagle Paving Proposal #34798, cost not to exceed \$125,000.00. Board Secretary, Denise Polito seconded the motion. Motion carried unanimously.

- **Cemetery Residence – Home Inspection.** Carrie provided information about the General Contractors who have been contacted to obtain proposals for the cemetery home. More detailed information will be available in the coming weeks.
- **Biological Survey** – Klutz Biological Consulting is in the process of completing the survey and report.
- **RJM Design Group – Expansion Area Study.** A proposal for the expansion area study was provided to the board based on an hourly basis not to exceed \$20,000.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To enter into an agreement with RJM Design Group for the Expansion Area Study on an hourly basis, cost not to exceed \$20,000.00.” Board Vice President, Robert Thomas seconded the motion. Motion carried unanimously.

- **Procurement Policy** – Tabled until the November 2022 Board Meeting.

NEW BUSINESS

None

CEMETERY OPERATIONS

1. Personnel

No report.

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2. Discussion Items

- **November and December Board Meeting Schedule**

It was decided to change the November board meeting to November 22, 2022, at 3:00 pm. The December board meeting will remain on the fourth Wednesday of the month.

BUSINESS REPORT

1. Financial and Interment Report for September 2022.

- Deposit Permit: Total Revenue for September 2022 \$ **63,275.36**
- The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$2,000.00
 - General Fund \$51,295.36
 - Endowment \$9,980.00 a public trust fund with Stifel, Nicolaus & Company.
 - Pre-Need Income \$ 0 to Wells Fargo Bank.
- Warrant for November 2022 was signed in the amount of \$ **103,000.00**
- Interments for September - 11

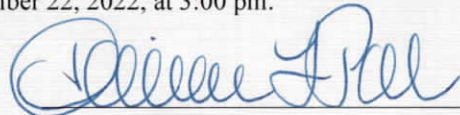
Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the financial and interment reports as presented; and the deposit permit for September 2022 to the San Diego County Treasury and Wells Fargo Bank.” Board Vice President, Robert Thomas seconded the motion. Motion carried unanimously.

ADJOURNMENT

1. Next Scheduled Board Meeting


The next regular board meeting is scheduled for Tuesday, November 22, 2022, at 3:00 pm.

Meeting Adjourned.



Denise Polito/Board Secretary

Date: 11-22-2022



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, October 26, 2022.