

Pomerado Cemetery District

A Special District of the State of California

Dearborn Memorial Park

14361 Tierra Bonita Road, Poway, CA 92064

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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

August 22, 2019

1. Call to order / Roll Call

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

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. Additions to the Agenda:

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 Regular Meeting dated July 16, 2019 and Special Meeting dated August 7, 2019.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the regular meeting minutes of July 16, 2019 and special meeting minutes of August 7, 2019 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 CSDA Dinner where there was discussion regarding state route 52.

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4

CONTINUED BUSINESS

5 **1. Request for Jewish Section**

6 No Action Taken

7

NEW BUSINESS

8 1. Trustee Rotation

9 **Board Action: MOTION** – Board Vice President, Robert Thomas, moved “To retain trustee James Lyon as board
10 president for the fiscal year 2019/20 with all other positions also remaining the same.” Board Secretary Denise
11 Polito, seconded the motion. Motion carried unanimously.

12

13 **2. After Hours Activity**

14 Carrie reported there had been complaints from the public regarding activity in the cemetery after business hours.

15 After some discussion the following motion was made.

16 **Board Action: MOTION** – Board Secretary, Denise Polito moved, “To adopt a policy of no overnight parking.”
17 Board Vice President, Robert Thomas seconded the motion. Motion carried unanimously.

18

19 Carrie will present further recommendations at the September meeting.

20

21 **3. Policy Review – Upright Marker Policy**

22 The board reviewed the Upright Marker Policy dated April 11, 1991. No changes were made. Carrie presented the
23 board with the first draft of the revised Rules and Regulations and will place it on the September Agenda.

24

25 **4. LAFCO Special Districts Advisory Committee Nominations.**

26 **Board Action: MOTION** – Board President, James Lyon, moved “To nominate trustee Robert Thomas for the
27 LAFCO Special Districts Advisory Committee.” Board Secretary Denise Polito, seconded the motion. Motion
28 carried unanimously.

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CEMETERY OPERATIONS

31 **1. Front Entrance Update**

32 A cost estimate from RJM Design Group was presented to the board for their review.

33 **Board Action: MOTION** – Board Secretary, Denise Polito moved, “To move forward with RJM Design Group
34 preparing the construction documents pending approval from the City of Poway on the Right of Way.” Board Vice
35 President, Robert Thomas seconded the motion. Motion carried unanimously.

36

37

1 **2. Local Area Meeting – El Toro Memorial Park, Lake Forest, CA – September 19, 2019**

2 The date and location of the Local Area meeting was discussed. Carrie plans to attend.

3 **3. Kiwanis International – A Date with History – September 21, 2019**

4 No action taken.

5 **3. Personnel**

6 There was discussion about the current employees.

7
8 **BUSINESS REPORT**

9 **1. Financial and Interment Report for July 2019.**

- 10 • Deposit Permit: Total Revenue for July 2019 – **\$72,937.27**. The funds were disbursed as follows:
 - 11 ▪ San Diego County Treasury:
 - 12 ○ Capital Outlay \$2,600.00
 - 13 ○ General Fund \$ 56,527.27
 - 14 ▪ Endowment \$11,610.00 to a public trust fund with Wells Fargo Advisors.
 - 15 ▪ Pre-Need Income \$2,200.00 to Wells Fargo Bank.
- 16 • Warrant for September 2019 was signed in the amount of **\$ 95,000.00**
- 17 • Interments for July – 11

18
19 **Board Action: MOTION** – Board Vice President, Robert Thomas moved, "To approve the financial and interment
20 reports as presented; and the deposit permit for July 2019 to the San Diego County Treasury and Wells Fargo
21 Bank." Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously

22
23 **ADJOURNMENT**

24 **1. Next Scheduled Regular Board Meeting**

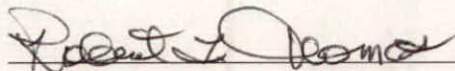
25 The next regular board meeting is scheduled for Tuesday, September 24, 2019, at 3:00 p.m. at the District Office.

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27 Meeting Adjourned at 5:10 p.m.

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30 Denise Polito/Board Secretary

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32 Date: 9-24-2019

33 

34 Robert Thomas /Board Vice President

35
36 I certify that a quorum was present. I hereby certify that the foregoing is a true and correct copy of the Board of
37 Trustees Meeting held Thursday, August 22, 2019.