

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

December 19, 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 3:06 p.m.

Attendance

Members Present: Board President, Jim Lyon, and Board Vice President, Robert Thomas

Members Absent: Board Secretary, Denise Polito.

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 Special Meeting dated November 21, 2019.

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To approve the special meeting minutes

of November 21, 2019 as presented.” Board President, James Lyon seconded the motion. Motion carried

unanimously.

1 **4. Minutes**

2 The Board read the minutes of the Regular Meeting dated November 21, 2019.

3 **Board Action: MOTION** – *Board Vice President, Robert Thomas moved, “To approve the regular meeting minutes*
4 *of November 21, 2019 as presented.” Board President, James Lyon seconded the motion. Motion carried*
5 *unanimously.*

6
7 **5. Trustee Comments and Reports**

8 No report

9

10 **CONTINUED BUSINESS**

11 **1 Pomerado Cemetery Investment Accounts**

12 **Board Action: MOTION** – *Board Vice President, Robert Thomas made a motion, “To move Pomerado Cemetery*
13 *District’s Investment accounts to Stifel, Nicolaus & Company.” Board President, James Lyon seconded the motion.*
14 *Motion carried unanimously.*

15

16 **2. Board Meeting Date and Time**

17 Due to scheduling conflicts, it is the consensus of the board to reschedule the January and February board meetings
18 to the following dates: Wednesday, January 22, 2020 at 3:00 pm and Wednesday, February 19, 2020 at 3:00 pm.

19

20

NEW BUSINESS

21 **1. Ballot Form for Election to Special Districts Advisory Committee**

22 The candidates for the Special Districts Advisory Committee were reviewed. Board President James Lyon
23 completed the Ballot Form for submittal to LAFCO.

24

25

CEMETERY OPERATIONS

26 **1. Front Entrance Update**

27 James Lyon reported the MDRA and Variance Applications were submitted to the City of Poway on December
28 19, 2019. The city has thirty days to respond with questions or revisions before we are placed on the Agenda for
29 the City Council Meeting.

30 Carrie reported that preparations are being made for the new grounds hours that will take effect January 2, 2020.
31 Signs have been posted and lighting has been repaired at both entrances. The automatic gate at the south
32 entrance has been repaired. The timer, in-ground loops, and Knox Box have been tested are functioning
33 properly. Carrie is working with the City of Poway’s Sheriff and Fire Department to ensure we are compliant.

34

35 **2. Personnel**

36 The Maintenance 1 position has been filled.

37

BUSINESS REPORT

1. Financial and Interment Report for November 2019.

- Deposit Permit: Total Revenue for November 2019 – **\$51,748.93**. The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$1,000.00
 - General Fund \$ 27,526.12
 - Endowment \$4,475.00 to a public trust fund with Wells Fargo Advisors.
 - Pre-Need Income \$18,747.81 to Wells Fargo Bank.
- Warrant for January 2020 was signed in the amount of **\$ 95,000.00**
- Interments for November – 13

Board Action: MOTION – Board Vice President, Robert Thomas moved, “To approve the financial and interment reports as presented; and the deposit permit for December 2019 to the San Diego County Treasury and Wells Fargo Bank.” Board President, James Lyon, seconded the motion. Motion carried unanimously

ADJOURNMENT

1. Next Scheduled Regular Board Meeting

The next regular board meeting is scheduled for Wednesday, January 22, at 3:00 p.m. at the District Office.

Meeting Adjourned at 4:35 pm



James Lyon
 James Lyon/Board President

Date: 1-22-2020

Robert Thomas
 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 Thursday, December 19, 2019.