

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

February 19, 2020

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 3:07 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. 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 Regular Meeting dated January 22, 2020.

Board Action: MOTION – Board President, James Lyon moved, “To approve the regular meeting minutes of January 22, 2020 as presented.” Board Secretary, Denise Polito seconded the motion. Motion carried unanimously.

1 **4. Trustee Comments and Reports**

2 Robert Thomas plans to attend the Quarterly Dinner Meeting Thursday, February 20, 2020.

3 There was discussion regarding required Ethics Training. All board members are current on their required training.

4
5 **CONTINUED BUSINESS**

6 **1. Poway Kiwanis Event**

7 The Kiwanis Club of Poway contacted Carrie to request permission to host the event “History Comes Alive” on
8 Saturday, June 6, 2020 from 4:30 pm – 6:30 pm on the cemetery grounds. It was the consensus of the board to
9 partner with the Kiwanis Club for the event.

10
11 **2. Board Meeting Date and Time**

12 *Board Action: MOTION – Board Vice President, Robert Thomas moved, “To change the regular scheduled board*
13 *meeting date and time to the fourth Wednesday of every month at 3:00 pm” Board Secretary, Denise Polito*
14 *seconded the motion. Motion carried unanimously.*

15
16 **3. Project Updates**

17 • **Front Entry**

18 James Lyon and Carrie Perryman met with the City of Poway Planning Department and RJM Design group
19 on January 28, 2020 to discuss the items needed to complete the MDRA and Variance applications. Robert
20 Thomas met with the City Manager on February 19, 2020 regarding the new entry project. It was the
21 consensus of the board to wait for clarification from the city on the signage and deceleration lanes before
22 we proceed with the current design.

23 • **CRB/Gazebo Walkways, Cemetery Residence Driveway Repair, Asphalt Repair**

24 Proposals have been received and reviewed for the above mentioned projects. Work on the walkways and
25 drainage for the Gazebo Area will be scheduled after the irrigation plan is received from Glasir Design.
26 Additional work on the Asphalt Repair and Residence Driveway will be scheduled after the Gazebo
27 walkways and drainage have been completed.

28
29 **NEW BUSINESS**

30 **1. Form 700**

31 Form 700 was provided to the board.

32 **2. CAPC Local Area Meeting – Murrieta, CA March 18, 2020**

33 The Local Area Meeting was discussed and no commitments were made at this time.

34
35 **CEMETERY OPERATIONS**

36 **1. Personnel**

37 No report.

38

BUSINESS REPORT

1. Financial and Interment Report for January 2020.

- Deposit Permit: Total Revenue for January 2020 – **\$41,633.58**. The funds were disbursed as follows:
 - San Diego County Treasury:
 - Capital Outlay \$1,200.00
 - General Fund \$ \$34,223.58
 - Endowment \$5,370.00 a public trust fund with Stifel, Nicolaus & Company.
 - Pre-Need Income \$840.00 to Wells Fargo Bank.
- Warrant for March 2020 was signed in the amount of **\$ 95,000.00**
- Interments for January – 16

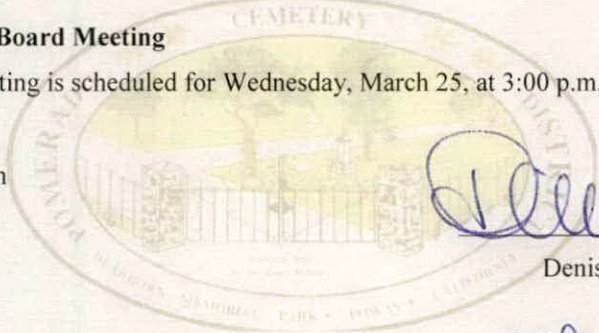
Board Action: MOTION – Board Vice President, Robert Thomas moved, "To approve the financial and interment reports as presented; and the deposit permit for January 2020 to the San Diego County Treasury and Wells Fargo Bank." Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously

ADJOURNMENT

1. Next Scheduled Regular Board Meeting

The next regular board meeting is scheduled for Wednesday, March 25, at 3:00 p.m. at the District Office.

Meeting Adjourned at 4:35 pm



[Signature]

 Denise Polito/Board Secretary

Date: 3-18-20

[Signature]

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, February 19, 2020.