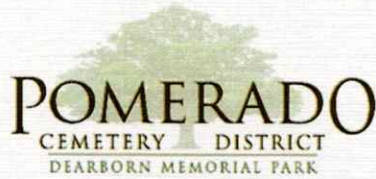


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14361 Tierra Bonita Road, Poway, CA 92064  
Phone (858) 748-5760 | Fax (858) 748-5824

Email: admin@dearbornceemetery.com | Website: www.dearbornceemetery.com  
General Manager | Carrie Perryman

Board of Trustees | James Lyon, President | Kevin Haupt, Vice President | Denise Polito, Secretary

# MINUTES

## Regular Board Meeting

### March 25, 2026

#### 1. Call to order / Roll Call

The regular meeting of the Board of Trustees of the Pomerado Cemetery District was called to order at 3:00 pm by Board President, James Lyon.

#### Attendance

Members Present Board President, James Lyon, Board Vice President, Kevin Haupt, and Board Secretary, Denise Polito

Members Absent: None

District Staff Present: General Manager, Carrie Perryman

#### 2. Public:

Guest(s): None

Correspondence: None

#### 3. Minutes

The Board read the minutes of the regular meeting dated February 24, 2026.

**Board Action: MOTION** – Board Secretary, Denise Polito moved, “To approve the regular meeting minutes dated February 24, 2026, as presented” Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

#### 4. Trustee Discussion, Questions, Comments, and Reports

None

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## CONTINUED BUSINESS

### 5. Capital Planning

#### a) Cemetery Expansion

Engineer Mike Smith is currently finalizing the Phase 1 submittal for the City of Poway and anticipates having it ready by the end of March. It was also reported that SDG&E has placed us on their construction schedule to upgrade our existing 200A service to a 400A service. In preparation for this work, Carrie is meeting with electrical contractors to obtain proposals.

#### b) Residence

It was the consensus of the board to move forward with the installation of a solar photovoltaic system to comply with Title 24 requirements.

## NEW BUSINESS

### 6. Retention Incentive Agreement – General Manager

**Board Action: MOTION** – Board Secretary, Denise Polito moved, “To approve the Retention Incentive Agreement for the General Manager in the amount of \$6,000.00.” Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

## CEMETERY OPERATIONS

### 7. Monthly Report

#### a) Personnel

No report.

#### b) Grounds and Office Operations

No report.

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## BUSINESS REPORT

### 9. Financial and Interment Report for February 2026.

Deposit Permit: Total Revenue for February 2026 \$ 70,999.35

The funds were disbursed as follows:

- San Diego County Treasury:
  - Capital Outlay \$ 2,200.00
  - General Fund \$ 56,248.35
- Endowment \$ 12,551.00 public trust fund with Stifel, Nicolaus & Company.
- Warrant for April 2026 was signed in the amount of \$ 105,000.00.
- Interments for February – 14

**Board Action: MOTION** – Board Secretary, Denise Polito moved, “To approve the financial and interment reports as presented; and the deposit permit for January 2026 to the San Diego County Treasury and Wells Fargo Bank.” Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

## ADJOURNMENT

### 10. Next Scheduled Board Meeting

The next regular board meeting is scheduled for Wednesday, April 22, 2026, at 3:00 pm.

Meeting Adjourned.

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, March 25, 2026.



Denise Polito/Board Secretary

Date: April 22, 2026



Kevin Haupt /Board Vice President