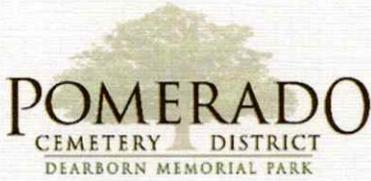


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14361 Tierra Bonita Road, Poway, CA 92064
Phone (858) 748-5760 | Fax (858) 748-5824

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

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

MINUTES

Regular Board Meeting

September 24, 2025

1. Call to order / Roll Call

The regular meeting of the Board of Trustees of the Pomerado Cemetery District was called to order at 3:01 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 August 27, 2025.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the regular meeting minutes dated August 27, 2025, 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

Jim Lyon reported on the meeting held Tuesday, September 16, 2025, with Carrie Perryman and the new City Planner, Don Neu, from the City of Poway, who has been assigned to our project. Don requested the site visit to gain a better understanding of our expansion plans and the CUP application. The meeting was productive, and on the morning of September 24, 2025, the City issued an incomplete letter outlining items that need to be addressed. Copies of the letter were provided to the board along with the architectural and engineering teams. Most of the items are minor, and the team will be working on revisions and preparing a formal response to the City.

b) Residence

The board was updated on the residence project. The contractor has not met the agreed-upon deadline for completion of the landscape. Carrie will continue to monitor progress closely to ensure a timely resolution and completion of the project.

6. Rules and Regulations Update

A revised list of Rights to Successive Ownership as it pertains to Interment rights was presented to the board. This list was reviewed and approved by legal counsel to be included in our Rules and Regulations.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the revised list of Rights to Successive Ownership, as presented” Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

7. Emergency Preparedness Plan

The board reviewed the revised **Emergency Preparedness Plan**, which includes feedback received from the City of Poway. The City’s recommendation to add mutual support language, which will assist with coordination and resource sharing in the event of an emergency has been completed. Copies of the plan will be distributed to the board and staff and reviewed annually.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the **Emergency Preparedness Plan**, as presented” Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

NEW BUSINESS

8. Equipment Purchase

Carrie reported that we have been actively researching and testing new lawn mowers, which also included electric models. After testing the equipment and consulting with current users of the **Mean Green** electric mowers, a recommendation was made to purchase a **Mean Green Rival** during the promotional period at a promotional price of \$25,124.99, reflecting a 25% discount. After some discussion, the following motion was made:

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the purchase of two Mean Green Rival at a cost of \$25,124.99 each, plus tax and fees” Board President, James Lyon, seconded the motion. Motion carried unanimously.

CEMETERY OPERATIONS

9. Monthly Report

a) Personnel

No Report

b) Grounds and Office Operations

A brief report was provided on the well and filtration system. Changes to the system are still in progress, and the staff continues to monitor its operation.

BUSINESS REPORT

10. Financial and Interment Report for August 2025.

Deposit Permit: Total Revenue for August 2025 \$ 77,073.15

The funds were disbursed as follows:

- San Diego County Treasury:
 - Capital Outlay \$ 3,400.00
 - General Fund \$ 56,085.15
- Endowment \$ 17,588.00 public trust fund with Stifel, Nicolaus & Company.
- Warrant for October 2025 was signed in the amount of \$ 105,000.00.
- Interments for August – 10

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the financial and interment reports as presented; and the deposit permit for August 2025 to the San Diego County Treasury and Wells Fargo Bank.” Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

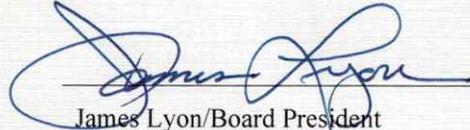
ADJOURNMENT

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11. Next Scheduled Board Meeting

The next regular board meeting is scheduled for Wednesday, October 22, 2025, 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, September 24, 2025.


James Lyon/Board President


Kevin Haupt /Board Vice President

Date: _____