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General Manager | Carrie Perryman

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

MINUTES

Regular Board Meeting

August 26, 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 July 22, 2026.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the regular meeting minutes dated July 22, 2026, as presented” Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

4. Trustee Discussion, Questions, Comments, and Reports

None

CONTINUED BUSINESS

5. Capital Planning

a) Cemetery Expansion

The City of Poway Planning Department's comment letter for the Conditional Use Permit (CUP) application was expected by August 21, 2026, but has not yet been received. Carrie is following up with the city for an update.

b) Residence

The board was provided with a list of completed inspections and a copy of the Courtesy Notice from the City of Poway. We are currently waiting for the city's review of all submitted documentation in order to receive final approval.

6. Dalton Architects Presentation

Dalton's team gave a virtual presentation of the updated plans, which included interior finish options and furniture.

As part of the office renovation, *Accent Awnings* provided a proposal to install a retractable awning in the administration patio area. Following a discussion, the board made the following motion:

Board Action: MOTION – Board Vice President, Kevin Haupt, moved, "To approve the proposal of the Elite Retractable Awning from *Accent Awnings* as presented.", Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously.

NEW BUSINESS

7. 2027 Health Benefits – Employer Contribution Limits

The CalPERS health insurance rates for 2027 were provided to the Board for review. Following discussion, the following motion was made:

Employees hired prior to July 2024 (100% Emp and Dependents)		
Employee	Employee + 1	Employee + 2 or more
\$1,177.77	\$2,355.54	\$3,062.20
Employees hired after July 2024 (100% Emp 50% Dependents)		
Employee	Employee + 1	Employee + 2 or more
\$1,177.77	\$1,766.66	\$2,119.99

Board Action: MOTION – Board Secretary Denise Polito moved, "To approve the 2027 Health Benefits Employer Contribution Limits as presented" Board Vice President Kevin Haupt, seconded the motion. Motion carried unanimously.

CEMETERY OPERATIONS

8. Monthly Report

a) Personnel

None

b) Grounds and Office Operations

- Carrie reported the utility vehicle that was ordered for the 2027-28 Budget year arrived ahead of schedule.

Board Action: MOTION – Board Secretary Denise Polito moved, “To approve the purchase of the Kubota RTVX2 in the amount of \$26,977.00.”, Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

- Resolution #2026.1 for the Digital Record Retention Policy was adopted and signed.
- Carrie reviewed the newly installed office safety features and provided an overview of their operation.

BUSINESS REPORT

9. Financial and Interment Report for July 2026.

Deposit Permit: Total Revenue for July 2026 \$ **78,308.83**

The funds were disbursed as follows:

- San Diego County Treasury:
 - Capital Outlay \$1,800.00
 - General Fund \$65,986.83
- Endowment \$10,522.00 public trust fund with Stifel, Nicolaus & Company.
- Warrant for September 2026 was signed in the amount of \$ **110,000.00**
- Interments for July – 14

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the financial and interment reports as presented; and the deposit permit for July 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 Tuesday, September 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, August 26, 2026.



Denise Polito/Board Secretary

Date: 9-22-2026



Kevin Haupt /Board Vice President