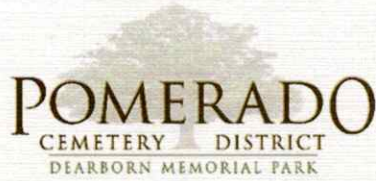


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14361 Tierra Bonita Road, Poway, CA 92064
Phone (858) 748-5760 | Fax (858) 748-5824

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

February 26, 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 3:10 p.m. 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:

3. Minutes

The Board read the minutes of the special meeting dated January 29, 2025.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the special meeting minutes dated January 29, 2025, as presented” Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

The Board read the minutes of the regular meeting dated January 29, 2025.

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the regular meeting minutes dated January 29, 2025, as presented” Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

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4. Trustee Discussion, Questions, Comments, and Reports

None

CONTINUED BUSINESS

5. Capital Planning

a) Cemetery Expansion

Jim Lyon reported on his conversation with the City of Poway Planning Department regarding the submittal of a pre-application for the Conditional Use Permit. Based on his discussion, it has been determined that submitting the pre-application would not provide any benefit. Jim Lyon suggested requesting a meeting with the City of Poway Planning Department and our team for a review of the expansion project before submitting the Conditional Use Permit Application.

b) Residence

Carrie gave a brief update on the construction of the new cemetery residence, stating that everything is progressing on schedule.

NEW BUSINESS

6. General Manager Retention Agreement

Board Action: MOTION – Board Secretary, Denise Polito moved, “To approve the General Manager Retention Agreement dated February 26, 2025, as presented.” 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

Information and quotes were provided for a new backhoe and vault lifter. After discussion, the following motion was made.

Board Action: MOTION – Board Vice President, Kevin Haupt moved, “To approve the purchase of a new JCB Backhoe cost not to exceed \$140,00.00 and a new Vault Lifter cost not to exceed \$18,000.00” Board President, James Lyon, seconded the motion. Motion carried unanimously.

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BUSINESS REPORT

8. Financial and Interment Report for January 2025.

- Deposit Permit: Total Revenue for January 2025 \$ 78,379.93
- The funds were disbursed as follows:
- San Diego County Treasury:
 - Capital Outlay \$ 2,000.00
 - General Fund \$ 65,941.93
 - Endowment \$ 10,438.00 a public trust fund with Stifel, Nicolaus & Company.
 - Pre-Need Income \$ 0 to Wells Fargo Bank.
- Warrant for March 2025 was signed in the amount of \$ 100,000.00.
 - Interments for January – 10

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

ADJOURNMENT

9. Next Scheduled Board Meeting

The next regular board meeting is scheduled for Wednesday, March 26, 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, February 26, 2025.



Denise Polito/Board Secretary



Kevin Haupt /Board Vice President

Date: March 28, 2025