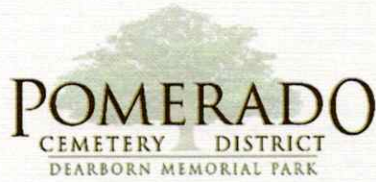


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14361 Tierra Bonita Road, Poway, CA 92064  
Phone (858) 748-5760 | Fax (858) 748-5824  
Email: admin@dearborncemetery.com | Website: www.dearborncemetery.com  
General Manager | Carrie Perryman

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

## MINUTES

### Regular Board Meeting December 17, 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 3:04 pm by Board President, James Lyon. Denise Polito joined the meeting via phone.

#### 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 special meeting dated November 5, 2025.

**Board Action: MOTION** – Secretary, Denise Polito moved, “To approve the special meeting minutes dated November 5, 2025, as presented” Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

The Board read the minutes of the regular meeting dated November 19, 2025.

**Board Action: MOTION** – Board Vice President, Kevin Haupt moved, “To approve the regular meeting minutes dated November 19, 2025, as presented” Board Secretary, Denise Polito, 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**

- We are still waiting for clarification from the City of Poway Planning Department regarding the outstanding items listed in the incomplete letter. James Lyon contacted Mayor Vaus to request assistance in obtaining clarification, and the mayor said he would arrange a meeting with the Planning Department.
- The District also received an email from Senator Joel Anderson’s office following a survey completed during his December 1st open house requesting additional information about our expansion project. The Board instructed Carrie to prepare a draft response and include the related sections of the Health and Safety Code.

**b) Residence**

Carrie provided the Board with an updated list of remaining items required to complete the cemetery residence project. After reviewing the outstanding items, the Board agreed to give the contractor an expected completion date of January 19, 2026.

**NEW BUSINESS**

**6. Trustee Reappointment – Denise Polito**

Trustee Denise Polito was reappointed by Senator Joel Anderson’s office on December 9, 2025, to another four-year term to begin January 5, 2026.

**7. LAFCO Election to Special District Advisory Committee**

The Board reviewed the nominee resumes provided by the candidates. Following the review, the ballot and vote certification form were completed and signed for submission.

**CEMETERY OPERATIONS**

**8. Monthly Report**

**a) Personnel – No report**

**b) Grounds and Office Operations**

There was a discussion regarding required training for trustees, the new reporting requirements for Form 700, and the status of the PreNeed project.

**BUSINESS REPORT**

**9. Financial and Interment Report for November 2025.**

Deposit Permit: Total Revenue for November 2025 \$ **44,049.28**

The funds were disbursed as follows:

- San Diego County Treasury:
  - Capital Outlay \$ 1,200.00
  - General Fund \$ 36,606.28
- Endowment \$ 6,243.00 public trust fund with Stifel, Nicolaus & Company.
- Warrant for January 2026 was signed in the amount of \$ **105,000.00.**
- Interments for November – 10

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

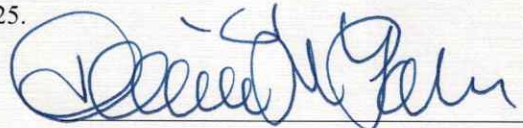
**ADJOURNMENT**

**10. Next Scheduled Board Meeting**

The next regular board meeting is scheduled for Wednesday, January 28, 2026, at 3:00 pm.

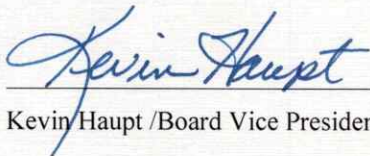
Meeting Adjourned.

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, December 17, 2025.



Denise Polito/Board Secretary

Date: 1-28-2026



Kevin Haupt /Board Vice President