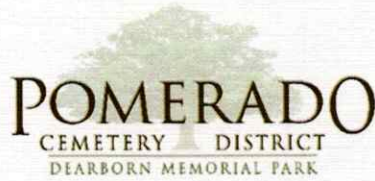


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14361 Tierra Bonita Road, Poway, CA 92064  
Phone (858) 748-5760 | Fax (858) 748-5824

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

### February 24, 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 3:02 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 January 28, 2026.

**Board Action: MOTION** – Board Secretary, Denise Polito moved, “To approve the regular meeting minutes dated January 28, 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

The Board reviewed the status of the expansion project and discussed what the next steps should be. No response has been submitted to the City's CUP incomplete letter received in September 2025, although contact has been made with the city to request a meeting to discuss the CUP Application and the items listed in the letter. It was also noted there has been no further contact from Joel Anderson's office since the last board meeting.

The Board agreed it is important to keep the project moving forward and that the project team should prepare a response to the incomplete letter. The Board also agreed that the response should include justification for maintaining the 15% driveway slope, rather than revising it to 12% listed in the incomplete letter.

#### b) Residence

Carrie reported that the cemetery residence project is still moving through the City of Poway's inspection process.

## NEW BUSINESS

### 6. Financial Audit for FY Ending June 30, 2025

The board was provided with the Financial Audit for the fiscal year ending June 30, 2025. After review and discussion, the following motion was made:

**Board Action: MOTION** – Board Secretary, Denise Polito moved, "To approve the Financial Audit dated June 30, 2025, as presented" Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

### 7. Correspondence from Legal Counsel

The board received the opinion letter from attorney Robert Hunt, and the item will be placed on the March 2026 agenda.

## CEMETERY OPERATIONS

### 6. Monthly Report

a) Personnel – No report

b)

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**c) Grounds and Office Operations**

There was discussion about the temporary staff and the project she is working on, which we expect to complete within the next two weeks. The grounds staff continue to level sections of the cemetery, with the current section expected to be completed before Memorial Day.

**BUSINESS REPORT**

**9. Financial and Interment Report for January 2026.**

Deposit Permit: Total Revenue for January 2026 \$ **72,453.15**

The funds were disbursed as follows:

- San Diego County Treasury:
  - Capital Outlay \$ 2,400.00
  - General Fund \$ 56,964.15
- Endowment \$ 13,089.00 public trust fund with Stifel, Nicolaus & Company.
- Warrant for March 2026 was signed in the amount of \$ **105,000.00**.
- Interments for January – 17

**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, March 25, 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 Tuesday, February 24, 2026.



Denise Polito/Board Secretary

Date: 3-25-2026



Kevin Haupt /Board Vice President