

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

July 22, 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 June 23, 2026.

Board Action: MOTION – Board Secretary Denise Polito moved, “To approve the regular meeting minutes dated June 23, 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

An email was received from Senior Planner Kevin Parker on July 2, 2026, informing us that his last day with the City of Poway will be July 10, 2026. Oda Audish will be our new project manager, and she will be providing the comment letter on our CUP Application. The email also stated the city would not continue processing the application until we pay the \$58,195.00 Initial Environmental Impact Study Deposit, finalize open permits, and resolve other issues on the property.

b) Residence

A brief update and timeline were provided regarding permits, certifications, and audits needed for completion.

NEW BUSINESS

6. Trustee Rotation

Board Action: MOTION – Board Vice President, Kevin Haupt, moved, “To leave all trustee positions as is”
Board Secretary, Denise Polito, seconded the motion. Motion carried unanimously

7. California Special Districts Association Board of Directors Election 2027-2029 Seat C

Board Action: MOTION – Board Secretary Denise Polito moved, “To vote for Jason Dafforn, General Manager of Valley Sanitary District, Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

8. Emergency Preparedness Plan Review

Carrie reported the staff completed the annual review of the **Emergency Preparedness Plan**. The review was a good refresher on emergency procedures and staff responsibilities.

9. Dalton Architects Virtual Presentation

Dalton Architects presented the proposed layout for the office renovation. The board reviewed the plans and provided initial comments. Following the presentation, the board walked through the designated areas to review the layout. Additional feedback was provided to share with Dalton Architects. The updated revisions will be presented at the August board meeting.

CEMETERY OPERATIONS

10. Monthly Report

a) Personnel

Carrie reported the employee annual reviews had been completed.

b) Grounds and Office Operations

Carrie reported the office transitioned to digital record-keeping on July 1, 2026.

BUSINESS REPORT

11. Financial and Interment Report for June 2026.

Deposit Permit: Total Revenue for June 2026 \$ 122,883.35

The funds were disbursed as follows:

- San Diego County Treasury:
 - Capital Outlay \$3,800.00
 - General Fund \$102,228.35
- Endowment \$16,855.00 public trust fund with Stifel, Nicolaus & Company.
- Warrant for August 2026 was signed in the amount of \$ 110,000.00
- Interments for June – 16

Board Action: MOTION – Board Secretary, Denise Polito moved, "To approve the financial and interment reports as presented; and the deposit permit for June 2026 to the San Diego County Treasury and Wells Fargo Bank." Board Vice President, Kevin Haupt, seconded the motion. Motion carried unanimously.

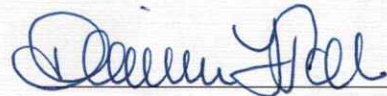
ADJOURNMENT

12. Next Scheduled Board Meeting

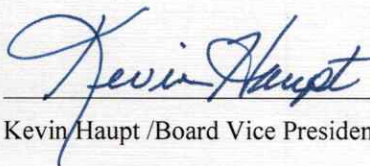
The next regular board meeting is scheduled for Wednesday, August 26, 2026, at 3:00 pm.

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, July 22, 2026.



Denise Polito/Board Secretary



Kevin Haupt /Board Vice President

Date: August 26, 2026