



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

## Special Board Meeting

### October 8, 2024

#### 1. Call to order / Roll Call

The special 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:

District Staff Present: General Manager, Carrie Perryman

#### 2. Public:

Guest(s): None

Correspondence: None

#### 3. Capital Planning

At the beginning of the meeting, Jim Lyon reported to the board that he received a call from City Planner Stan Donn informing him that a grading permit would be required prior to the issuance of the **Administrative Clearing Permit**. In response to the new information, Carrie contacted Julie Procopio, the Director of Development Services, for clarification. We are currently waiting for a call back from Julie Procopio for further details.

Following this update, a cost analysis was presented comparing the costs associated with habitat mitigation of 18 acres versus 5 acres. This analysis was prepared to help the board make an informed decision regarding the scope of the expansion project.

1 There was further discussion regarding the cost and process of the **Conditional Use Permit** and **Grading Permit**  
2 applications. After a thorough discussion, the board decided to proceed with habitat mitigation and development of a  
3 smaller area. This plan includes 5 acres of interment space, the construction of an administrative building and  
4 committal shelter.

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## ADJOURNMENT

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### 10. Next Scheduled Board Meeting

10 The next regular board meeting is scheduled for Wednesday, October 23, 2024, at 3:00 pm.

11 Meeting Adjourned.

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13 I certify that a quorum was present. I hereby certify that the foregoing is a true and correct copy of the  
14 Board of Trustees Meeting held Tuesday, October 8, 2024.

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Denise Polito/Board Secretary

Date: 11-20-2024



Kevin Haupt /Board Vice President