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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

Special Meeting  
October 24, 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 1:00 pm. by Board President, James Lyon.

### Attendance

Members Present Board President, James Lyon, and Board Vice President, Kevin Haupt

Members Absent: Board Secretary, Denise Polito

District Staff Present: General Manager, Carrie Perryman

## 2. Public:

Guest(s):  
PLSA Senior Project Manager, Michael Smith  
GMA President, George Mercer  
SDA Architects President, Stephen Dalton  
SDA Architects Job Captain, Sebastian Beingolea  
SDA Architects Designer, Yvonne Martinez

Correspondence: None

## 3. Kick-Off Meeting for Cemetery Expansion

The kick-off meeting for the cemetery expansion project began with introductions, where each person shared a brief background about themselves. Following this, the roles and responsibilities of each group were discussed and clarified. Next the requirements for the application for the Conditional Use Permit (CUP) were reviewed. A detailed discussion followed which included the schedule of tasks to be completed to apply for the CUP, with each group laying out it's timeline for the project. There was also a discussion about the best way to share

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information and documents. It was decided to coordinate a group email chain to keep everyone informed and ensure smooth communication.

**ADJOURNMENT**


**10. Next Scheduled Board Meeting**

The next regular board meeting is scheduled for Thursday, October 24, 2024, 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 Thursday, October 24, 2024.

  
James Lyon/Board President

Date: \_\_\_\_\_

  
Kevin Haupt /Board Vice President