

**Cemeteries Board of Trustees
City of Fort Lauderdale City Hall
100 North Andrews Avenue – 8TH Floor
Thursday, September 15, 2005 - 3:30 PM**

<u>Board Member</u>	<u>Attendance</u>	Cumulative 2005	
		<u>Present</u>	<u>Absent</u>
Mark Van Rees, Chair	P	4	0
Ann Platt, Vice Chair	P	2	2
Joe Goldberg	A	1	3
Franci Bindler	P	4	0
Sharon Navarro	P	3	1
Walter Boyd [4 p.m.]	P	4	0
Victoria Mowrey	P	3	1
Connie Christensen	P	4	0
Larry Sherman	P	4	0
Albert McWhite [4 p.m.]	P	2	2

Also Present

Julius Delisio, Cemetery Board Liaison
Bruce Larkin, Director of business Enterprises
D.J. Williams, Assistant City Attorney
John Moritz, Carriage Services
Aaron Seaman, Carriage Services
Jamie Opperee, Recording Clerk

The meeting was called to order by Chair Van Rees at 3:42 p.m.

1. Minutes Approval

A. Meetings of May and July 2005

Motion made by Ms. Bindler, seconded by Ms. Navarro, to approve the minutes of the 5/12/05 and 7/15/04 meetings. In a voice vote, the motion passed unanimously.

2. Old Business

A. Sunset Memorial Gardens Building Development Bid

Mr. Delisio reported that commissioner Moore had liked the first building design and not the second design that was created, the bid deadline was extended, and a contract addendum was created to require bidding on both designs. They had received five bids on the first round and only one in the second. The Engineering Department had then reduced their fee to get the project within the \$1.2 million approved by the Board.

Mr. Delisio informed the Board that a \$100,000 contingency to cover any change orders was needed as well. This money would be automatically allocated for any change order under \$10,000. Mr. Delisio noted that Carriage Services would contribute an additional approximately \$90,000 to cover development of section 7 and also to furnish and add phones etc. to the new building.

Motion made by Ms. Christiansen, seconded by Mr. Sherman, to allocate an additional \$100,000 to bring the total allocation to \$1.3 million. In a roll call vote, motion approved as follows: Ms. Bindler: Yes; Ms. Christiansen: Yes; Ms. Mowrey: Yes; Ms. Navarro: Yes; Ms. Platt: Yes; Chair Van Rees: Yes.

Mr. Delisio announced that this item would be on the City Commission agenda next Tuesday and the City Attorney had promised to push it through as quickly as possible once it was approved by the City Commission. Mr. Delisio said he hoped the building would be completed by next September. Mr. Larkin informed the Board that the City had recently hired some additional personnel to oversee the administration of construction contracts.

B. Attendance at Meetings and City Resolution

Mr. Delisio informed the Board that any member who was absent from three consecutive meetings would automatically be removed from the Board. He asked the Board to consult their calendars at the start of each Board year and if needed, the Board could reconsider meeting dates and times to accommodate them.

Mr. Delisio reminded the Board that their next meeting would be on November 3, 2005.

C. Issues at Sunset Memorial Gardens

Mr. Delisio provided the Board an update on this matter. The parties had gone back to court several times since their last meeting and resolution still being held up by one of the families. The judge had recently signed an order prohibiting anyone from divulging the identity of Jane Doe. Memorial Gardens had meanwhile provided the Jane Doe family with three markers they had previously been unable to afford.

3. New Business

A. Bank of America/Investment Policy Trustee Trainee

Mr. Delisio explained that the state required that individuals capable of making investment decisions regarding a trust fund must have eight hours of investment training per year. The Bank of America had offered to hold a luncheon for the Board on November 3 at noon, during which they would present several investment products and discuss their capital programs as our investment advisory.

B. Capital Plan Cemetery Short/Long Term

Chair Van Rees noted that there were several items in the capital improvement plans that they had not discussed for a while that he felt they should look at and perhaps consider revising the plans. He also felt they should plan for the next ten years instead of five.

Evergreen Cemetery

Ms. Platt felt they must make parking provisions at Evergreen. Mr. Delisio thought they should consider closing off the first entrance gate to prevent people entering there and stopping, blocking any other cars from entry. He also noted that there was a large area east of the Jewish section under a Ficus tree that could be utilized for parking. Chair Van Rees recommended moving the main entrance to 14th Street [from 14th Court]. Mr. Delisio said that the City Commission had approved closing Oleander and Cypress, and they would add Palm to the closure list. This would add approximately 300 additional, large spaces.

The Engineering Department had alerted Mr. Delisio that there was a severe erosion problem at the north end of the lake. Mr. Delisio planned to have an engineering firm assess the situation and make some remediation suggestions. Mr. Delisio pointed out that Evergreen's capital improvements were finished.

Lauderdale Memorial Park

Mr. Delisio stated that everything except the cremation garden had been completed on Lauderdale Memorial Park's improvement plan. Mr. Delisio felt that the land slated for the cremation garden could be put to better use, as there had been a decline in cremations being put in the ground.

Ms. Platt asked about the irrigation issue at Lauderdale Memorial. Mr. Delisio informed her that they had installed two new pumps and the irrigation system worked; the brown spots had been caused by bad sprinkler heads.

Mr. Delisio announced that there had been recent changes to state statutes that would have a major impact on their cemetery plotting. As of October 1, any plotting not included on maps would need to be re-surveyed and perhaps re-platted. Carriage was paying for Evergreen, Lauderdale Memorial and Sunset to be re-mapped to avoid the re-platting.

Mr. Delisio said they should also consider a new design for the front entrance and re-paving Lauderdale Memorial's roads as well as Sunsets once the building project is complete.

Sunset Memorial Gardens

Mr. Delisio stated that once the building was complete, all improvements would be finished at Sunset except for the signal light, which had not been considered due to cost and that this was a County issue.

Mr. Delisio described where the building and maintenance areas would be at Sunset and where re-mapping would occur.

Mr. Delisio felt mausoleum burials would equal ground burials when it reached the point that costs would be comparable, they should consider additional mausoleums. He also felt a new entryway should be designed for the west new main entrance.

Mr. Delisio informed the Board that they had sustained approximately \$20,000 in damage from Hurricane Katrina, mostly tree limb damage. He noted that tree maintenance had been done recently; this had helped minimize the damage.

Mr. Delisio felt the Board should consider amending their agreement with Carriage to get to the additional mausoleum development, as the current contract expired in three years.

Mr. Sherman lauded Mr. Delisio, stating, "He's knowledgeable, accessible, he's got the cemetery at heart and does a great job."

Mr. Delisio said he hoped to get some ideas together by January for further capital improvements and invited the Board's input.

C. Maintenance Reimbursement April – June 2005

Motion made by Ms. Mowrey, seconded by Ms. Bindler, to fund the April – June 2005 reimbursement request. In a voice vote, the motion passed unanimously.

4. Other Matters

Ms. Navarro was concerned about vandalism and mischief and wondered if a plain temporary marble slab could be used to cover the crypt fronts when the original was away for engraving. She noted that the plywood that was currently used was also unattractive. Mr. Seaman agreed this was a good idea. Chair Van Rees pointed out that there was a shutter behind the crypt plate to prevent vandalism.

Mr. Delisio announced that Edgar Bras, a civil war medal of honor recipient, was buried at Evergreen. Mr. Bras had captured the Confederate flag at the Spanish Fort in Alabama on April 8, 1865. The Medal of Honor Historical Society would send an application and then Mr. Bras's grave would receive a special government marker.

5. Adjournment

There being no further business to discuss, the meeting was adjourned at 5:25 p.m.