

**CEMETERIES BOARD OF TRUSTEES**  
**CITY OF FORT LAUDERDALE**  
**City Hall 8<sup>th</sup> Floor Conference Room**  
**Thursday, May 11, 2006**  
**3:30 p.m.**

<u><b>Board Member</b></u>	<u><b>Attendance</b></u>	<b>Cumulative 2006</b>	
		<u><b>Present</b></u>	<u><b>Absent</b></u>
Connie Christensen	P	3	0
Barbara Falowski	P	2	0
Albert McWhite	A	0	3
Victoria Mowrey, Vice Chair	P	3	0
Ann Platt	A	1	2
Jose Portela	P	2	0
Larry Sherman	P	3	0
Mark Van Rees, Chair	P	3	0

**Also Present**

Julius Delisio, Cemetery Board Liaison  
John Moritz, Carriage Services  
Trevor Jackson, Carriage Services  
Frank Snedeker, City Architect  
D.J. Williams-Persad, Assistant City Attorney  
Jeff Moderelli, Director, Fort Lauderdale Business Enterprises  
Lisa Slagle, Fort Lauderdale Business Enterprises  
James Buchanan, Bank of America  
John Miller, Bank of America  
Penelope Smith, Bank of America  
Jamie Oppерlee, Recording Clerk

The meeting was called to order by Vice Chair Mowrey at 3:45

**1. Minutes Approval**

[This item was deferred due to lack of a quorum]

A. Meeting of March 2006

**Motion** made by Mr. Sherman, seconded by Ms. Falowski, to approve the minutes of the March 2006 meeting. In a voice vote, the motion passed unanimously.

**2. Old Business**

A. Sunset Memorial Gardens Building Update (Discussion/Motion)

Mr. Delisio remarked that overall, the project was going very well: they were actually ahead of schedule. Mr. Delisio referred to the Carriage Services/Change Order Expenses sheet and explained that the Board had already approved approximately \$100,000 in change orders. As the change orders were approved, the funds were taken out of the \$1.3 million and they now needed to increase the funding amount. Mr. Delisio noted that one change had been made to Carriage's expenses: \$8,000 for a new irrigation pump that was required to handle the additional acreage. This expenditure completed Carriage's \$90,000 contribution. Mr. Delisio pointed out that the pinning of section 7 did not include the labor; Carriage would pay for this when it was done.

Mr. Delisio then discussed the change orders, which totaled the \$100,000 the Board had allocated. Mr. Delisio said they needed to give back the amount that was not in the original bid, listed on the spreadsheet under the heading Requested by Cemetery: the rear door, the concrete wall, the additional sod and the electrical transfer switch for a backup generator. This totaled approximately \$67,000. Unless they gave back the funds, no new change orders could be put through between now and the Board's next meeting.

Mr. Snedeker reminded the Board of the discrepancy they had already discussed regarding the grinder pump. The bid documents were unclear and did not conform with County requirements. They were attempting to negotiate some of the costs down, since the designer had created the specs incorrectly, but Mr. Snedeker noted that since the pump was required, they would have had to pay for it anyway, so they would probably only be able to reduce the cost by approximately \$28,000. The sprinkler head risers must be replaced as well, for a cost of approximately \$2,000. The file room fireproofing would cost approximately \$5,000 - \$6,000. Mr. Snedeker said they were still negotiating fees with Keith & Schnars; he estimated this would be \$11,000 or less. Chair Van Rees asked if another \$100,000 would be sufficient. Mr. Delisio said this would be more than enough, but he would rather be safe than need to call a special meeting of the Board to allocate more funds.

**Motion** made by Ms. Christensen, seconded by Ms. Mowrey, to increase the contingency by \$100,000. In a voice vote, the motion passed unanimously.

B. Cemetery Price List / Bench Clarification (Discussion/Motion)

Mr. Delisio explained that at the City Commission meeting, after the price list had been approved, Mayor Naugle raised a question about the benches' being used as monuments where monuments were prohibited. Mr. Delisio thought that Mayor Naugle may be referring to the cremation benches. Mr. Delisio assured the Board that they did not sell benches to be used for monuments.

Mr. Delisio explained that cremation benches held the cremains of individuals and they had been present in the cemeteries prior to the City's taking them over.

Mr. Moderelli played a video recording of the portion of the City Commission meeting concerning the cemetery price list. Mayor Naugle said, "Now they're putting in benches that have the bottom portion filled in that take, that serve the purpose of a monument and I don't think it passes the test. I just wish we'd, I wish staff and the Cemetery Advisory Board would examine that and possibly go back to just allowing benches and not monuments with benches on top." Commissioner Moore said, "I think they should remove the ones that have the monuments." Mr. Delisio had explained to the Commission that the benches with solid bases were cremation benches and were designed to hold cremains. The City Commission had then rescinded their vote on the price list and tabled the item until their next meeting.

Mr. Delisio informed the Board that the benches to which Mayor Naugle referred were columbariums, meant to hold remains. He noted that there could be legal issues with attempting to remove existing columbarium benches. The Board agreed that they needed to educate the City Commission on the distinction between the monuments, benches and columbariums. Mr. Delisio felt there was an issue of the bench types and lettering and dates that may make benches appear as monuments. He noted that any restrictions on the appearance of the benches would be difficult for those already sold considering the size of the current product line.

Mr. Delisio said the Commission needed to know that if placing cremains in the cemetery, in columbarium benches was an option. Chair Van Rees confirmed that cremation benches had interment rights, while other benches did not, and asked what current policy was for placement of the benches. Mr. Delisio said that placement of the benches was at the discretion of management. The first choice was to put the bench onto a path or an easement, but if an individual owned several spaces, the bench could be placed on the graves, as long as they did not interfere with any other graves.

Chair Van Rees reminded the Board that they had previously discussed cremation gardens specifically for this need. He was concerned about damage to cremation benches because of the costs of repair and also because they had interment rights, which could lead to another situation that Chair Van Rees wanted to avoid. Mr. Delisio said that as of now, there were no applications pending for any new cremation benches. For the time being, he felt they could restrict their placement to the small triangular areas and not in plotted burial areas.

Ms. Mowrey was not sure if the Commission wanted to ban all benches because they thought they were monuments. Mr. Delisio said Ms. Platt had already sent a note to Commissioner Hutchinson on the issue, advising her that she often used the benches on her cemetery visits and felt "Carriage has exercised good judgment in their placement." Mr. Delisio noted that Ms. Platt had told him that she visited her daughter at the cemetery and meditated and wondered what alternative there would be if there were no benches – would she need to sit on the grass? He reminded the Board that the benches served a practical purpose for many people. He

wanted the Commission to understand that there was no intent to skirt the prohibition of monuments.

Chair Van Rees said he had no objection to benches, but felt that those with interment rights should be regulated regarding their placement. He felt the Commission must understand that they needed to offer this and other cremation products in the future.

Mr. Delisio advised the Board members he would distribute copies of the bench/columbarium pamphlets to commissioners.

**Motion** made by Mr. Portela, seconded by Ms. Christensen, to continue to sell the benches, but to restrict the placement of those with interment rights to a specific area. In a voice vote, the motion passed unanimously.

Mr. Moritz explained that the columbariums were mausoleums for cremation. He felt that no benches should have dates of passing; he felt the date inscription could classify the bench as a memorial. They should therefore forbid dates on any benches, but treat columbariums the same as mausoleums.

Mr. Sherman left at 5:00.

C. Broward County Greenshade Grant (Discussion)  
[This item taken out of order]

Mr. Delisio announced that they had applied for a total of \$15,000: \$5,00 for Lauderdale Memorial and \$10,000 for Sunset, with matching funds from the cemetery contractor, the County and the Trust Fund. They had received the maximum 77% of the total for which they had applied.

They had prices trees at approximately \$150 each. Mr. Delisio distributed copies of maps of Sunset and Lauderdale Memorial and described the areas in which the new trees would be planted. He explained that the types of trees they would plant were Live Oaks, Magnolias, Mahoganies and Gumbo Limbo. Mr. Delisio hoped this would be approved in June or July. Mr. Delisio thanked Lisa Slagle for her work on the application.

[Chair Van Rees arrived at 4:05]

D. Capital Improvements/Contract Extension (Discussion)

Mr. Delisio said he was still in discussions with Carriage because some of the language needed to be revisited. There were two outstanding issues as well: the accounts receivable and the service/merchandise trust funds, the combined total of which was approximately \$6 million.

Mr. Delisio said they had always assumed that when the contract ended, the funds would come back to them, but Carriage thought they would take the funds. He hoped to have these issues ironed out by the Board's July meeting.

**3. New Business**

**A. Maintenance Reimbursement Jan – Mar 2006 (Discussion/Motion)**

Chair Van Rees questioned the line under "Grounds: Small Tools and Supplies" that totaled almost \$40,000. Mr. Delisio explained that \$6,000 of this was for replacement of the bronze vases. Chair Van Rees was upset that Biondi had not stood behind any warranty on the vases and said this must stop. Mr. Moritz said that Cold Springs was performing assay tests on the vases.

Mr. Delisio said they had to buy replacements to keep the vases on the mausoleum consistent. This brand had been a package deal with the builder on the first mausoleum. He agreed to consult with Carriage to consider replacing all of the vases. Ms. Mowrey wanted to be sure they purchased no more products from Biondi. Mr. Delisio agreed to follow up with Cold Springs on the assay tests and report back to the Board.

Mr. Delisio continued that the next two significant expenditures were primarily for the irrigation system repairs.

**Motion** made by Ms. Mowrey, seconded by Ms. Christensen, to approve the maintenance reimbursement for the first quarter of 2006. In a voice vote, the motion passed unanimously.

**B. Bank of America PC Trust Fund Performance Presentation (Discussion)**  
[This item was taken out of order]

Mr. Buchanan drew the Board's attention to the page titled "Investment Performance Review" and noted that the account had returned 4% through the end of April 2006. Stocks were up approximately 7.6% compared the S&P Index of 5.6%. The fixed income portion of the portfolio was up approximately .8% versus the bond Index, which was down -.22%. Mr. Buchanan felt they had seen most of their returns in the market for the year already.

Mr. Buchanan explained that in 2003, they had shifted the portfolio to 60% equities and 40% bonds to take advantage of the market. Since then, international stocks, mid-cap stocks, small cap stocks and large caps were up in value and growth and the Dow was currently at approximately 11,500 – 11,600. Mr. Buchanan felt this was as high as the market would go this year and felt it was time to swing the weight of the portfolio to 40% equities and 60% bonds.

Mr. Buchanan felt that small and mid caps had both out-performed themselves, and he had brought the small caps in their portfolio down to 0%, and reduced the mid caps from 6% to 3%. He had reduced the large cap slightly, because he felt these were still undervalued.

Mr. Buchanan explained that by moving more of the money to fixed income, they could grow the income of the portfolio. He felt they should reach an income of approximately \$575,000. Already this year, they were up \$350,000 in market gains and interest.

Mr. Delisio advised Mr. Buchanan to keep approximately \$500,000 available for the new building.

**4. Other Items of Interest**

Ms. Mowrey said she had a conflict with the July meeting date. The board discussed the matter and decided to change their meeting date to July 20, 2006.

**5. Adjournment**

There being no further business to discuss, the meeting was adjourned at 5:27 p.m.