

**CEMETERY SYSTEM BOARD OF TRUSTEES  
CITY OF FORT LAUDERDALE  
CITY HALL 8<sup>TH</sup> FLOOR CONFERENCE ROOM  
WEDNESDAY, SEPTEMBER 15, 2010  
3:30 P.M.**

<u>Chair</u>	<u>Attendance</u>	<u>Cumulative Attendance</u> 2/2010 through 1/2011	
		<u>Present</u>	<u>Absent</u>
Victoria Mowrey, Chair	P	4	0
Cameron Mizell, Vice Chair	A	2	2
Damon Adams	P	4	0
Patricia Hayes	P	1	0
Larry Ott	P	4	0
Jonathan Pearson	P	3	1
Dolores Sallette [3:35]	P	3	1
Larry Sherman	P	4	0
John Sykes	P	3	1
Susan Telli	P	4	0

City Staff

Lisa Slagle, City of Fort Lauderdale  
J. Opperlee, Recording Secretary

Guests

John Banas, Carriage Services  
Trevor Jackson, Carriage Services

**Communication to the City Commission**

None

The meeting was called to order by Chair Mowrey at 3:31 pm.

**1. Minutes Approval**

o **July 2010 Meeting**

The Board noted a correction to the minutes.

**Motion** made by Mr. Sykes, seconded by Mr. Pearson, to approve the minutes of the Board's July 2010 meeting as amended. In a voice vote, the motion passed unanimously.

## **2. New Business**

### **A. City Ordinance No. C-09-05, Quorum Requirement**

Currently, there were ten appointed Board members, so six members present would constitute a quorum. Chair Mowrey confirmed that eight members were present for a quorum.

### **B. Resolution No. 10-198, Meeting Participation for Absent Members**

Ms. Sallette arrived at 3:35.

The Board reviewed the resolution, which stated that in an emergency situation, subject to a vote of the Board, a Board member could attend a meeting by phone for discussion only; he/she would not be permitted to vote. Ms. Slagle stated a Board member who attended by phone would be counted as present for the meeting.

### **C. City Commission Action Items**

None

### **D. Quarterly Maintenance Reimbursement**

Mr. Adams noticed that the spreadsheet columns did not add up properly. Ms. Slagle agreed to provide a corrected spreadsheet at the Board's next meeting.

**Motion** made by Ms. Sallette, seconded by Mr. Adams, to table this item until their next meeting when they would receive a corrected spreadsheet. In a voice vote, motion passed unanimously.

The Board returned to this item later in the meeting at Mr. Banas' request.

Mr. Banas asked stated the \$157,929 maintenance salaries on the spreadsheet were correct and the monies available to them were \$134,000. He asked the Board reimburse the maintenance salaries only.

**Motion** made by Mr. Adams, seconded by Mr. Pearson, that based on the numbers being correct in the upper portion of the Maintenance Reimbursement spreadsheet,

totaling \$157,929, this was sufficient to reimburse \$134,316.29. In a voice vote, motion passed unanimously.

#### **E. Evergreen Surplus Property Appraisals**

Chair Mowrey informed the Board that Mr. Volpe from the City's Real Estate office was in the hospital and they could discuss the item now if they wished.

Ms. Slagle reminded the Board that the property was a small triangle near Cliff Lake. It was not fenced in as part of the cemetery property. Mr. Banas said it was a 1,400 square foot piece of property on the northeast corner of the cemetery and it was not at the same elevation. Mr. Ingo Pfothauer, the resident who wished to purchase the property, needed the land to be able to expand his house. Mr. Banas said he could not imagine a cemetery use for the property.

Ms. Slagle explained the issue was the difference in the two appraisals: the City's independent appraisal had come back at \$40,000 and Mr. Pfothauer's appraisal had come back at \$1,500. Ms. Slagle stated the City had already determined this was surplus property. The Board needed to determine a minimum bid, which was subject to Commission approval. The bid would then go back to Mr. Pfothauer; if he wanted to purchase the property at the minimum bid, it would go back through the Real Estate office and the City Attorney's office, and to the Commission for approval of the sale.

Ms. Telli asked who Mr. Pfothauer's appraiser was. Ms. Slagle stated it was Ms. Hayes, their new Board member. Ms. Hayes said Mr. Pfothauer had asked her to review the City's appraisal and she had reviewed it and discussed points she felt were incorrect about the first appraisal. She explained that the first appraisal used improved properties, and indicated the lot was fully buildable. Ms. Hayes said normally, for a triangular piece of property, the correct way to value a non-buildable site with no paved road access was to look at surplus properties such as utility surpluses. She had researched surplus properties and included those that abutted single-family residential property in her report. Ms. Hayes had created a grid of comparable sold properties. She said her report indicated that as little as twenty to thirty cents had been paid for these pieces.

Mr. Banas stated the only thing the cemetery could do with the property would be to build a 20-foot retaining wall and a garage there because there was no access to graves.

Ms. Hayes explained that an appraiser worked according to the Uniform Standards of Professional Appraisal Practice. When she disagreed with the first appraisal, she had to write her own to support her contention. She said the issue was comparable sales.

Ms. Hayes said Mr. Volpe usually reviewed the appraisals and made a decision. Ms. Slagle said she had no information from Mr. Volpe but she agreed to forward copies of the appraisals to Board members.

Ms. Slagle reminded the Board that Mr. Pfothauer had approached the Board about purchasing the property and this was why the City had declared it surplus in order to have the appraisal done. Mr. Banas said he had not thought about a possible cemetery use for the property because he was fairly certain the Board had voted to get rid of the property. Ms. Telli wanted Mr. Banas to look at the property and consider possible uses for it and what it would cost to use it. Chair Mowrey said this would be reversing a decision they had already made. Ms. Slagle pointed out that there was no use for it because the drainage was bad and the cost to build a retaining wall and fill the property in would be more than the property was worth.

Ms. Slagle said the City had paid \$2,900 for their appraisal, she was unsure if the Real Estate office paid for it or the Cemeteries had. Chair Mowrey did not understand why the Board was being asked to set the minimum bid. They had already determined the property was not valuable to the Cemetery.

**Motion** made by Mr. Sykes to set the minimum value of the property at \$1,500 and put it to bid. Motion died for lack of a second.

Mr. Adams did not want to make a decision on this until Mr. Volpe was present.

Ms. Slagle felt the minimum bid should allow the City to at least recoup the cost of their appraisal. Mr. Sykes said the cost of the appraisal had nothing to do with the value of the property.

**Motion** made by Ms. Telli, seconded by Mr. Sykes, to table this item until Mr. Volpe could be present at their November meeting. In a voice vote, with Ms. Hayes abstaining, motion passed 8 - 0.

Chair Mowrey asked Mr. Banas to create an estimate of the cost to use the property at the cemetery.

## **F. Capital Improvements Project Update**

Ms. Slagle reported she and Mr. Delisio had met with the Broward County Water Management District (BCWMD) representatives the previous week and they were going to try to help determine the problem at Evergreen that caused the waster use to constantly increase. Mr. Banas had spoken with the representatives, who offered to perform an evaluation of the current system and provide recommendations. Mr. Banas hoped to return in November with the recommendations.

Mr. Banas distributed a spreadsheet showing what they were doing with the monies they had committed as a contractor to use. He distributed a rendering of the mausoleum under contract at Sunset, which would be sent to the State Board for approval, and remarked it looked much like the Lauderdale Memorial Park building. Mr. Banas explained they had spent a little less here because they wanted to build a product the community could afford.

Mr. Banas drew the Board's attention to the "Non-Contract Capital Items" section of the spreadsheet and explained these were items they did not have to do, but they did because it was the right thing to do to operate the business. So far this year they had purchased a new mausoleum casket lift, done \$7,500 worth of landscaping at Lauderdale, put in a \$20,000 irrigation system at the cremation garden that was capable of incorporating a weather station.

Mr. Banas gave a Power Point presentation describing ongoing capital improvements, a copy of which is attached to these minutes for the public record.

#### Other Discussions Items

Ms. Sallette asked if Carriage still maintained Woodlawn Cemetery. Mr. Banas said Woodlawn was an historic cemetery that had fallen into disrepair and been taken over by the City. Part of Carriage's agreement included maintaining and improving Woodlawn. They had installed an iron fence, leveled the ground, and repaired broken vault lids. Today it was closed to internments. Ms. Sallette suggested a memorial service be held at Woodlawn each year because there were Pioneers buried there. Chair Mowrey felt the Centennial Committee might be interested in this.

Mr. Sykes asked the status of the investment policy. Ms. Slagle said this should be on the Commission's first conference meeting agenda in November. She would confirm this with the Board by email.

#### **Next Meeting**

Chair Mowrey announced the Board's next meeting was scheduled for November 18.

#### **3. Adjournment**

There being no further business to discuss, the meeting was adjourned at 5:08 p.m.

[Minutes prepared by: J. Opperlee, Prototype Inc.]