

**CEMETERY SYSTEM BOARD OF TRUSTEES
CITY OF FORT LAUDERDALE
CITY HALL 8TH FLOOR CONFERENCE ROOM
THURSDAY, JULY 14, 2011
3:30 P.M.**

Members	Attendance	Cumulative Attendance	
		2/2011 through 1/2012	Present
Victoria Mowrey, Chair	P	3	0
Damon Adams	P	3	0
Patricia Hayes	A	2	1
Larry Ott	P	2	1
Jonathan Pearson	P	3	0
Dolores Sallette [3:39]	P	3	0
Larry Sherman	A	1	2
John Sykes	A	1	2
Susan Telli	A	1	2
Jimmy Witherspoon [3:53]	P	1	0

City Staff

Julius Delisio, Cemetery Board Liaison
D'wayne Spence, Assistant City Attorney
Lisa Slagle, Administrative Assistant II
Cate McCaffrey, Director of Business Enterprises
Peter Jarman, City Finance Department
J. Opperlee, Recording Secretary

Guests

John Banas, Carriage Services
Trevor Jackson, Carriage Services
Benjamin Clark, SunTrust Bank
Michael Ruddy, future Cemeteries Board member
Kim Krause, SunTrust Bank

Communication to the City Commission

Motion made by Ms. Salette, seconded Mr. Witherspoon, to request that the City Commission visually inspect the Sunset Memorial Gardens fence and support replacement of the fence in its current location. It would be impractical to move the fence due to the location of the graves, irrigation main line, fiber optic cables, and mature trees. Future gravesites could not be hand dug at that location, maintenance of existing gravesites would be impeded and the ability to inter pre-sold sites would be impractical. In a voice vote, Board unanimously approved.

The meeting was called to order 3:35 pm.

Chair Mowrey introduced Dr. Michael Ruddy, who would join the Board in September.

Ms. McCaffrey presented Chair Mowrey with a bouquet of flowers and thanked her for her service to the Board.

1. Minutes Approval

o May 2011 Meeting

This item was deferred until later in the meeting when the Board had a quorum.

Motion made by Ms. Salette, seconded by Mr. Ott, to approve the minutes of the Board's May 2011 meeting. In a voice vote, the motion passed unanimously.

2. New Business

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

The Board had a quorum with the arrival of Mr. Witherspoon at 3:53.

B Nomination and Election of Chair and Vice Chair (Discussion/Motion)

Mr. Delisio informed the Board that Ms. Hayes had offered to serve as Vice Chair. Chair Mowrey noted this must be approved at the next meeting, with Ms. Hayes present.

Motion made by Mr. Ott, seconded by Mr. Pearson, for Dr. Ruddy to serve as Chair. In a voice vote, Board approved unanimously.

C. Sunset Fence Project

Ms. Salette arrived at 3:39.

Mr. Delisio reported on the events at the Board of Adjustment [BOA] the previous evening when the fence project variance request had been presented. Ms. McCaffrey stated the BOA had not taken a vote. It was evident that the BOA would not approve the request and a continuance had been granted to return with an alternate plan. Ms. McCaffrey said the BOA was concerned about the three-foot setback, and had suggested installing the fence around the trees, and that graves near the fence could be dug by hand in areas where a backhoe would be unable to gain access. Ms. Slagle said Mr. Banas had explained that the graves could not be dug by hand, and they did not want to dismantle fence parts to accommodate a backhoe. Ms. McCaffrey said they could return to the BOA with a new design, go to the Planning and Zoning Board [P&Z] to request a public purpose exception, which they would ultimately need to do anyway, or they could do nothing.

Mr. Delisio stated the application fee for P&Z was \$12,500, but he was uncertain they would be successful with that request. He said the fence must be replaced but was not a safety risk yet. Mr. Delisio said in order to comply with the new code, the irrigation water main would need to be moved, and this would be very expensive.

Ms. Salette remarked that the fence was in bad condition and rusty. She noted that some graves were already very close to the fence.

Mr. Delisio explained there were also fiber optic cables and electric lines that would need to be relocated.

Chair Mowrey suggested inviting the City Commissioners to the Board's next meeting to visit the cemetery and examine the fence. Mr. Pearson asked if the City Commission could override the BOA and allow the new fence. Ms. McCaffrey said the Commission was responsible for any change to the ordinance. She said the Board could send a communication to the City Commission regarding this.

Chair Mowrey felt it made no sense to force them to "go through all of these hoops" to replace an existing fence. Ms. McCaffrey said the ordinance had been changed to make for a better pedestrian environment in the City.

Mr. Pearson asked about the abutting neighborhood associations, and Mr. Delisio explained that these were not located in Fort Lauderdale. Ms. Salette said across 19th Street was the Kennedy Estates, and suggested they be contacted. She said Board members could attend homeowner association meetings, and the association members could lobby the Commissioners.

Mr. Witherspoon arrived at 3:53.

Mr. Pearson asked Mr. Delisio to create an estimate for the cost to move the trees and utilities to move the fence and Mr. Delisio agreed to do this.

Mr. Delisio said their greatest fear would be that a backhoe would be unable to access a gravesite. He was also concerned that a water line moved closer to the gravesites could flood graves if a leak developed.

Ms. Slagle recalled that the BOA wanted to know the hardships associated with having to relocate the fence. Mr. Delisio noted that cost was not considered a hardship. Mr. Ott agreed that the cemeteries would pay for the fence, but he wondered if the City would pay to relocate the water lines, trees and utilities.

Mr. Delisio agreed to provide information regarding costs for the fence project to comply with the code, and Chair Mowrey advised Board members to contact their appointing

Commissioners to discuss the difficulties and cost that complying with the code would present.

D. Sun Trust Bank Trust Fund Transition

Mr. Delisio stated he knew Kim Krause from SunTrust Bank due to his participation on the City's Pension Board. He remarked she was very knowledgeable and he was confident they were moving in the right direction.

Mr. Benjamin Clark, SunTrust Bank, provided an update on the transition process. Ms. Krause said the bulk of the assets had been transferred. They were currently implementing the investment structure and she would provide the Board with an overview of the account in September.

Mr. Delisio said they would receive one more statement from Bank of America. He explained that the SunTrust statements would not be as comprehensive as the Bank of America statements. Mr. Clark said the summary statements should be approximately two pages. Mr. Delisio said he would be emailed a complete statement and any Board member who wished could request this be forwarded.

Mr. Clark distributed a hypothetical Asset Allocation to Board members that included performance statistics. Mr. Clark explained to Dr. Ruddy that SunTrust would use outside managers for the account to avoid conflicts of interest.

E. Capital Project Updates

Mr. Banas explained the Capital Projects summary spreadsheet and stated nothing had changed in two months. He said the irrigation pump parts were made in the region in Japan that had been struck by the tsunami and were not yet available.

Mr. Banas provided a rendering of the new mausoleum complex at Sunset and described the layout.

Mr. Banas showed photos from the Memorial Day event and described the activities.

F. Communication to the City Commission

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3. Adjournment

Chair Mowrey wished the Board good luck.

Ms. Salette thanked Chair Mowrey for her service.

There being no further business to discuss, the meeting was adjourned at 4:48 p.m.

The Board's next meeting was scheduled for September 8, 2011.

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