

**CEMETERY SYSTEM BOARD OF TRUSTEES  
CITY OF FORT LAUDERDALE  
CITY HALL 8<sup>TH</sup> FLOOR CONFERENCE ROOM  
THURSDAY, May 8, 2014  
3:30 P.M.**

<b>Members</b>	<b>Attendance</b>	<b>Cumulative Attendance</b>	
		<b>2/2014 through 2/2015 Present</b>	<b>Absent</b>
Michael Ruddy, Chair	P	1	1
Patricia Hayes, Vice Chair	P	1	1
Damon Adams	P	2	0
Victoria Mowrey	P	2	0
Larry Ott	P	2	0
John Sykes	P	2	0
Mark Van Rees	P	2	0
Myrna Pototsky	P	1	1
Delores Sallette	P	1	0

City Staff

Yoly Colarusso, Parks and Recreation Cemetery Liaison  
Brett Maraj, Parks and Recreation/Recording Minutes  
Alicia Sheffield, Finance Dep't.

Guests

Julius Delisio, Carriage Services  
Trevor Jackson, Carriage Services  
Wendy Crane, Broward County Medical Examiner's Office  
John DellaGloria, Broward County Medical Examiner's Office

**1. Minutes Approval**

Motion to approve minutes of the March 13, 2014 meeting, with noted corrections, by Ms. Mowrey and seconded by Mr. Sykes. In a voice vote, the motion passed unanimously.

**2. New Business**

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

The meeting was called to order at 3:32 pm, and it was determined a quorum was present.

**B. Trust Fund Investment Review SunTrust**

No representative from SunTrust was present. Mr. Ruddy reviewed the handout from SunTrust and noted there was a small discrepancy. The balance of the portfolio as of 3/31/2014 was \$24,775,783 as per monthly bank statement. The balance listed on the SunTrust booklet was \$24,728,478. Mr. Ruddy continued to review the summary provided by SunTrust, noting key occurrences. U.S. large cap equities up 1.8%, out performed small cap, up 1.1%, as well as non-U.S. developed, up 0.7%, and emerging market equities, down 0.4%, for quarter. Bonds out performed stocks in first quarter with Barclays aggregate up 1.8% and high yield up 3%. SunTrust's outlook for 2014 remains unchanged, with U.S. growth anticipated at 3%. The overall portfolio yield was 3.5%. No changes were made with regards to the portfolio. Rebalancing and tactical tilts implemented in April 2014 would be reported in July. The quarterly portfolio return was 2.35% versus 1.83% for benchmark.

### **C. Capital Improvements Project Update**

Mr. Delisio stated that the Hedge Estate at Lauderdale Memorial was completed and the mausoleum at Sunset was on schedule to be completed by end of June 2014. Besides the paving of the roads at Lauderdale Memorial, set to commence on 5/14/2014 and finish by 5/16/2014, there were no capital improvement projects on the near horizon, as a majority of time and planning was directed towards the annual Memorial Day activities.

Mr. Delisio proceeded to outline the upcoming Memorial Day event at Lauderdale Memorial and commented that the lack of space at Sunset and Evergreen prevented such a large production to be staged at those two venues.

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

Mr. Delisio stated that there was nothing unusual about the reimbursement figure. Mr. Delisio expressed that Carriage was intent on keeping expenses down but unavoidable charges do occasionally occur, like big engine repairs on trucks.

Motion made by Mr. Adams, seconded by Mr. Van Rees, to approve the maintenance reimbursement, in the amount of \$177,397.16. In a voice vote, motion passed unanimously.

Mr. Delisio introduced guests from the Medical Examiner's Office. Ms. Crane stated that over several years unidentified skeletal remains from forensic cases had accumulated. Ms. Crane explained that the current Chief Medical Examiner, Dr. Mallak, was searching for a solution to respectfully lay to rest those remains yet have them easily retrievable, if they were ever identified. Ms. Crane stated that there were approximately one hundred case files, with an estimated two additional per year. Ms. Crane pointed out that a lot of the remains consisted of single bones, like a femur, or skulls, and not full body remains. Ms. Crane stated there were no remains with soft tissue. Ms. Crane stated that the Medical Examiner's Office was not looking for any special pricing and

reiterated that appropriate internment was being sought for those remains instead of their current state, which were in cardboard boxes in a working laboratory.

Mr. Ruddy asked about an inventory, as he estimated twenty to thirty such remains could be put in one spot. Mr. Van Rees stated that it would be more than that figure, as he had experience dealing with Miami Dade County with similar requests, and this was very doable. Mr. Delisio believed that the City's rule of no more than one 'body' in a single space would not be violated, as what is permitted, is a vault, which has a casket in it. Mr. Delisio stated what the Medical Examiner's office was seeking is an exception and recommended the Westminster style crypt which would accommodate a lot of remains, yet be easily accessible.

Motion made by Ms. Mowrey, seconded by Ms. Hayes, to put on the agenda for July's meeting. A request was made for an inventory on the number of unidentified skeletal remains under the custody of the Broward County Medical Examiner's Office. In a voice vote, the motion passed unanimously.

#### **E. Nomination/Acceptance Chair and Vice Chair**

Mr. Ruddy requested nominations for Chair. Motion made by Ms. Mowrey, seconded by Mr. Sykes, to have Mr. Ruddy, the present Chair, remain as Chair. In a voice vote, the motion passed unanimously.

Mr. Ruddy requested nominations for Vice Chair. Motion made by Ms. Mowrey, seconded by Mr. Sykes, to have Ms. Hayes, the present Vice Chair, remain as Vice Chair. In a voice vote, the motion passed unanimously.

#### **F. City Commission Action Items**

None.

The meeting was adjourned at 4:38 pm.

Minutes prepared by: B. Maraj, Parks and Recreation