

**CEMETERY SYSTEM BOARD OF TRUSTEE  
CITY OF FORT LAUDERDALE  
CITY HALL 8<sup>TH</sup> FLOOR CONFERENCE ROOM  
THURSDAY JULY 10, 2014  
3:30P.M.**

<b>Members</b>	<b>Attendance</b>	<b>Cumulative Attendance 2/2014 through 2/2015</b>	
		<b>Present</b>	<b>Absent</b>
Michael Ruddy, Chair	P	2	1
Patricia Hayes, Vice Chair	P	2	1
Damon Adams	P	3	0
Victoria Mowrey	P	3	0
Larry Ott	P	3	0
John Sykes	P	3	0
Mark Van Rees	P	3	0
Myrna Pototsky	P	2	1
Delores Sallette	P	2	0

City Staff

Yoly Colarusso, Parks and Recreation Cemetery Liaison

Guests

Julius Delisio, Carriage Services  
Wendy Crane, Broward County Medical Examiner's Office  
Kim Krause, SunTrust

**1. Minutes Approval**

Motion to approve minutes of the May 8, 2014 meeting, with noted corrections, by Mr. Adams and seconded by Ms. Hayes. 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 3:34 pm, and it was determined a quorum was present.

**B. Trust Fund Investment Review SunTrust**

Kim Krause reviewed the handout from SunTrust. At the end of the 2<sup>nd</sup> quarter

Investments in US markets reporting positive gains and the S&P was up 7%. All equity posted positive for returns for the quarter. Good returns on the market for the year to date. The portfolio end of June had significant growth was at \$25,754,000 and is now a little lower at \$25,693,000. The portfolio yield is at 3.16% which is made up of the yield equity and the fixed income. Investment Policy Securities is very well diversified overall. The portfolio is very well positioned looking forward for the rest of the year going into 2015. The June 30<sup>th</sup> performance date is showing almost 3 years with SunTrust and is 9.9% with strong returns over the last 3 years. Year to Date 6% up benefitted by equities and fixed income.

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

Mr. Delisio stated that the Hedge Estate at Lauderdale Memorial Park has been completed, and they have already sold six estates in the month of May. The mausoleum at Sunset was delayed because of roofing permits and is scheduled to be completed by the 1<sup>st</sup> of August. Mr. Delisio explained to the board that \$350,000 was being budgeted by the City to replace the fence at Lauderdale Memorial Park. The estimate to replace the fencing came in at approximately \$336,000. This type of fencing currently exists at Sunset Memorial Gardens and Evergreen Cemetery. This fencing capital project was discussed at previous cemetery board meetings, and it was proposed to be the last large capital expenditure from the Perpetual Care Trust Fund. The question was posed why the cemetery board of trustees was not presenting the capital project per the City Ordinance. Mr. Delisio stated it was being done differently this year in that the City Manager placed this item in the budget for 2014/2015. However, though this may be budgeted, the Cemetery Trust Fund could not be used if the Cemetery Board of Trustees did not recommend the capital project subject to the approval by City Commission. Mr. Adams asked what the funding source was. Mr. Delisio stated the monies would come from the Perpetual Care Trust Fund. Mr. Delisio suggested the Board approve the \$350,000 to replace the fence at Lauderdale Memorial Park in the next fiscal year, and if it goes above the approved amount it will need to have the Board and City Commission approval. Motion made by Mr. Van Rees to approve \$350,000 for the replacement fence at Lauderdale Memorial Park, but any costs above that amount it comes back for Board approval, seconded by Ms. Sallette; Dr. Ruddy called for a discussion prior to voting. Ms. Mowrey expressed her concern for how this decision would hinder future projects and enable the City to use the Perpetual Care Trust Fund without the recommendations from the Cemetery System Board of Trustees. Mr. Van Rees mentioned this was done backwards, and he never saw this done before in all his years serving on this board. Dr. Ruddy stated the motion can be voted down. Ms. Hayes asked where the City got the \$350,000 estimate for the fence. Ms. Colarusso stated a Parks & Recreation staff member obtained the quote for the fencing at the direction of the Parks Assistant Deputy Director. Mr. Sykes asked for clarification on the procedure for approving this project. Mr. Delisio explained the Cemetery System Board of Trustees makes the recommendation to the City commission, and then they approve. Dr. Ruddy asked if we want to set a precedent and vote today, or vote it down and follow proper procedures. This item should be placed on a future agenda for discussion. Motion

by Ms. Mowrey to approve the \$350,000 for the fence, seconded by Mr. Van Rees, in a voice vote the motion failed unanimously.

#### **D. Broward Medical Examiner's Office**

Wendy Crane with the Medical Examiner's Office explained that recently they have closed several cases of unidentified skeletal remains from forensic cases.

Wendy requested multiple remains be placed into one crypt and would be in separate packaging, clearly marked with case numbers. This would allow them to be retrieved, should they be needed. There are some skeletal remains that are partial or just a skull in a previous discussion with cemetery it was proposed if they could place some smaller remains packaged in the same boxes. Wendy stated that there are approximately 52 full skeletal, 9 half of skeletal, and 22 basically partial remains of 1 or 2 bones that are small. The cemetery is to provide a proposal to the Medical Examiner, which they would evaluate, and need to budget. This would be a contract between the Cemetery and the Medical Examiner to include a one-time cost for the crypt, and a flat fee to open and close the crypt.

#### **E. City Commission Action Items**

None.

The meeting was adjourned at 4:29 p.m.

Minutes prepared by: J. Oakley, Parks and Recreation