



**DRAFT**

**CEMETERY SYSTEM BOARD OF TRUSTEES  
CITY OF FORT LAUDERDALE  
CITY HALL 8<sup>TH</sup> FLOOR CONFERENCE ROOM  
THURSDAY, JANUARY 10, 2019  
3:30 P.M.**

Members	Attendance	Cumulative Attendance 2/2018 through 2/2019	
		Present	Absent
Michael Ruddy, Chair	P	6	0
Patricia Hayes, Vice Chair	P	5	1
Victoria Mowrey	P	6	0
Fred Nesbitt	P	2	0
Mark Van Rees	P	6	0
Dennis Ulmer	P	6	0
Richard Kurtz	A	4	2
Patricia Zeiler	P	4	2
John Lilli	P	1	0

City Staff

Stacy Spates, Liaison/Recording Minutes  
Carl Williams, Parks & Recreation  
D'Wayne Spence, City Attorney's Office  
Devin Carter, Finance  
Kirk Buffington, Finance  
Kimberly Cunningham-Mosley, City Attorney's Office

Guests

Michael Elliott, Corporate Counsel for Carriage Services  
Kim Krause, SunTrust  
Paul Weinberg, Keith  
Abby Sutton, Keith

**CALL TO ORDER**

Chair Ruddy called the meeting to order at 3:31 p.m.

A. Roll Call

B. City Ordinance No. C-09-05, Quorum Requirement (Discussion)  
Roll was called and it was determined a quorum was present.

## **2. OLD BUSINESS**

### **A. Cemetery Master Plan Updates (Discussion)**

The consultant presented a full draft master plan to the cemetery board. The board will review the draft and provide feedback to the consultant at a special meeting set for February 7, 2019.

## **3. NEW BUSINESS**

### **A. Welcome New Board Member John Lilli**

Mr. Lilli comes to the board with a wealth of experience in the funeral service industry. Mr. Lilli is currently a Funeral Director with Kraeer-Fairchild Funeral Home.

### **B. Approval of Meeting Minutes for 11/08/2018 (Discussion/Motion)**

**Motion** to approve minutes of the November 8, 2018 meeting, with noted corrections, made by Ms. Mowrey and seconded by Mr. Van Rees. In a voice vote, the motion passed unanimously.

### **C. Private Gregory Carter – request for waiver of granite base fees**

**Motion** to approve the placement of the grave marker upon providing documentation to the City identifying persons duly authorized to act on behalf of the owner of the plot or affidavit was made by Ms. Mowrey and seconded by Ms. Zeiler. In a voice vote, the motion passed unanimously.

**Motion** that the City Commission approves the donation of a granite base for the grave marker was made by Mr. Nesbitt and seconded by Mr. Kurtz. In a voice vote, the motion passed unanimously. The grave marker itself was provided by the Veteran's Administration at no cost.

### **D. Trust Fund Investment Review/SunTrust Bank (Discussion/Motion)**

The current investment report is through December 31, 2018. The month of December was very negative month in the global equity markets. The portfolio is down 4 ½% for the calendar year.

Tariff discussions and mid-term elections in the US contributed to the volatility throughout the year. The markets ended on a negative note. All major asset classes for the 2018 year posted negative returns due to 4<sup>th</sup> quarter returns.

A diversified portfolio provides stability and income. The portfolio is currently valued at \$29,066 as of January 9, 2019. We do not recommend any changes to the portfolio at this time. However, SunTrust will continue to monitor asset classes to reduce risk to the portfolio.

**E. Cemetery Board Investment Training Requirement (Discussion/Motion)**

SunTrust agreed to provide eight (8) hours of annual training to all board members and the City liaison in compliance with Florida Statute 218.415 (14).

**F. Monthly Interment Reports**

In response to Ms. Mowrey's question, Ms. Spates confirmed that the total number of interments were in line with previous years.

**G. General Price List (GPL) for June 1, 2019 (Discussion)**

The Parks and Recreation Department engaged the services of a cemetery consultant to conduct a pricing analysis of the interment market. This information will be used to determine whether an increase to the GPL is warranted. The next discussion will take place at the meeting in March 2019.

**H. Cemetery Rules and Regulations Re-write/Amendments**

A special meeting will be scheduled for January 31, 2019 or February 7, 2019 to continue the discussion of revisions to the Cemetery Rules and Regulations.

**I. Other Business**

**Motion** to move the cemetery board meeting from March 14, 2019 to March 7, 2019, made by Ms. Hayes and seconded by Mr. Van Rees. In a voice vote, the motion passed unanimously.

**J. Communication to the City Commission**

**Motion** made by Ms. Mowrey, seconded by Mr. Kurtz, to request that the City Commission include upgrades to the Municipal Cemetery System as part of the City of Fort Lauderdale Bond issue on Parks. In a voice vote, the motion passed (8-1).

There being no further business before the Board, the meeting adjourned at 5:26 p.m.

Minutes prepared by: S. Spates, Liaison