



APPROVED
CEMETERY SYSTEM BOARD OF TRUSTEES
SPECIAL MEETING
CITY OF FORT LAUDERDALE
CITY HALL 8TH FLOOR CONFERENCE ROOM
THURSDAY, APRIL 5, 2018
3:00 P.M.

Members	Attendance
Michael Ruddy, Chair	P
Patricia Hayes, Vice Chair	A
Victoria Mowrey	P
Allen Powell	A
John Sykes	P
Mark Van Rees	A
Dennis Ulmer	P
Richard Kurtz	A

City Staff

Stacy Spates, Liaison/Recording Minutes
Phil Thornburg, Director of Parks & Recreation

Guests

Paul Weinberg, Keith
Jim Kahn, Keith
Lee Powers, Keith
Joe Mulligan, Grant Thornton

1. CALL TO ORDER

Chair Ruddy called the meeting to order at 3:00 p.m.

A. Roll Call

B. City Ordinance No. C-09-05, Quorum Requirement (Discussion)
Roll was called. It was determined that a quorum was not present.

2. NEW BUSINESS

A. Welcome Keith & Associates, Inc.

Introduction of Keith with an explanation of the services being provided as it relates to the Cemetery Master Plan.

B. Cemetery Master Plan (Discussion)

Initial project planning meeting to review and refine implementation targets in the project schedule. Keith will take direction from the City and Cemetery Advisory Board. The goal of the meeting was to obtain feedback on the study.

Keith will be taking 3D imaging scan of all cemeteries based on the six elements identified. The scan will create a GIS database for the City of infrastructure involving elements of structures, roadways, irrigation, etc. However, this study does not include the identification of each grave plot, only the location.

The study will make recommendations on the utilization, expansion and development of the cemetery system.

Grant Thornton, a subcontractor of Keith, will perform an analysis of the Perpetual Care Trust Fund. The analysis will provide recommendations on the adequacy of the Trust Fund in perpetuity. Various assumptions will be made based on income set aside and the expected standard of care going forward.

Survey crews will start at each cemetery starting in May 2018.

C. Other Business

D. Communication to the City Commission

None.

There being no further business before the Board, the meeting adjourned at 4:39 p.m.

Minutes prepared by: S. Spates, Liaison