



APPROVED
CEMETERY SYSTEM BOARD OF TRUSTEES
SPECIAL MEETING
CITY OF FORT LAUDERDALE
CITY HALL 8TH FLOOR CONFERENCE ROOM
TUESDAY, JULY 31, 2018
3:00 P.M.

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

City Staff

Stacy Spates, Liaison/Recording Minutes
Carl Williams, Parks and Recreation
Trevor Jackson, Parks and Recreation
Jose Custodio, Public Works
Alicia Sheffield, Finance
Pamela Winston, Finance
D'Wayne Spence, City Attorney's Office

Guests

Michael Elliott, Corporate Counsel for Carriage Services

1. CALL TO ORDER

Chair Ruddy called the meeting to order at 3:07 p.m.

A. Roll Call

B. City Ordinance No. C-09-05, Quorum Requirement (Discussion)
It was determined that a quorum is present.

2. NEW BUSINESS

A. Sunset Memorial Gardens Cemetery Lift Station (Discussion/Motion)

Jose Custodio from Public Works conducted a site visit with Luna Corporation to evaluate the condition of the lift station. We are not sure if the valve (three valves) is the problem or the line is blocked with material built up overtime.

Mr. Custodio passed around a proposal for valve replacements only (around \$16,000) for review by the board. If the line is block, there will be additional costs. A task order is required before the contractor is authorized to perform the repair.

The statement from Johnson Environmental Services is approximately \$34,000 in service calls from June 2014 until present.

- 1) **Motion** made by Mr. Ulmer and seconded by Mr. Van Rees, the Cemetery System Board of Trustees, hereafter referred to as the CSBOT, at a special board meeting held on July 31, 2018, has determined that the lift station repair is an expense that is necessary for the health and safety for the operation of Sunset Memorial Gardens Cemetery.

This being an emergency situation which the CSBOT has only recently been made aware of as of July 12, 2018, approves the expense of repair of the lift station and connecting infrastructure, and urges the City to make such repairs as soon as possible. This motion also gives the CSBOT permission for the City to waive the normal procurement procedures if the City deems such action necessary.

The CSBOT approves the use of the Perpetual Trust Fund Interest Income to pay for the repairs, as City staff deems this is a necessary expense for the healthful operation of Sunset Memorial Gardens Cemetery, and is an unbudgeted item in the City's current fiscal year budget.

The CSBOT approves the amount not to exceed \$50,000 to make the repairs to the lift station and connecting infrastructure. This motion does not preclude the CSBOT from seeking reimbursement for the temporary pumping out of the lift station, which has been taking place for quite some time, without our knowledge, or for seeking reimbursement of the permanent repair to the Sunset Memorial Gardens Lift station from Carriage Services, Inc. In a voice vote, the motion passed unanimously (8-0).

- 2) **Motion** made by Ms. Mowrey and seconded by Mr. Kurtz, the board requests that Carriage Services provide invoices for the period of 06/30/2014 to 07/20/2018 and any invoices thereafter, from Johnson Environmental Services by Wednesday, August 15, 2018. In a voice vote, the motion passed unanimously (8-0).

B. Other Business

Parks and Recreation is requesting the approval of funding from the trust fund for eight (8) full-time and (5) part-time personnel positions to perform cemetery maintenance.

C. Communication to the City Commission

Motion made by Ms. Zeiler, seconded by Ms. Mowrey, to advise the City Commission that any anticipated revenue reimbursement to support the funding of cemetery maintenance positions should first come from all cemetery sales. The remainder of costs should then come from the Perpetual Care Trust Fund for eligible expenses. In a voice vote, the motion passed unanimously (8-0).

This board is aware of the City's effort to regain control of cemetery operations in-house, which includes interment and burial services and related cemetery maintenance.

There being no further business before the Board, the meeting adjourned at 4:54 p.m.

Minutes prepared by: S. Spates, Liaison