



APPROVED

**CEMETERY SYSTEM BOARD OF TRUSTEES
CITY OF FORT LAUDERDALE
CITY HALL 8TH FLOOR CONFERENCE ROOM
THURSDAY, NOVEMBER 8, 2018
3:30 P.M.**

Members	Attendance	Cumulative Attendance	
		2/2018 through 2/2019	
		Present	Absent
Michael Ruddy, Chair	P	5	0
Patricia Hayes, Vice Chair	P	4	1
Victoria Mowrey	P	5	0
Fred Nesbitt	P	1	0
Mark Van Rees	P	5	0
Dennis Ulmer	P	5	0
Richard Kurtz	A	3	2
Patricia Zeiler	P	2	2

City Staff

Stacy Spates, Liaison/Recording Minutes
Kimberly Cunningham Mosley, City Attorney's Office
Carl Williams, Parks and Recreation
Kirk Buffington, Finance
Vanette Kennedy, Parks and Recreation
Lucretia Penrow, Parks and Recreation

Guests

Anthony Brunson, Anthony Brunson P.A.
Michael Elliott, Corporate Counsel for Carriage Services
Kim Krause, SunTrust
Mark Hall, SunTrust
Paul Weinberg, Keith
Alec Bogdanoff, Brizaga
Jim Kahn, Keith
Joe Mulligan, Grant Thornton
Jon Kilpatrick, Mausen Consulting
Raisa Reyes, Grant Thornton

CALL TO ORDER

Chair Ruddy called the meeting to order at 3:34 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 Forensic Audit

Motion to approve the final draft of the audit and the final payment of \$9,000.00 to Anthony Brunson, P.A., made by Mr. Van Rees and seconded by Mr. Nesbitt.

B. Cemetery Master Plan Updates

The consultant along with the sub-consultants presented a draft master plan of findings and recommendations to the cemetery board. The board provided feedback and comments to the consultant for consideration. A full draft will be presented to the board at the meeting on January 10, 2019.

3. NEW BUSINESS

A. Approval of Meeting Minutes for 09/13/2018 & 09/24/2018 (Discussion/Motion)

Motion to approve minutes of the September 13, 2018 meeting, made by Mr. Van Rees and seconded by Ms. Zeiler. In a voice vote, the motion passed unanimously.

Motion to approve minutes of the September 24, 2018 meeting, with noted corrections, made by Ms. Mowrey and seconded by Mr. Van Rees. In a voice vote, the motion passed unanimously.

B. Trust Fund Investment Review/Sun Trust Bank (Discussion/Motion)

The current investment report is through September 30, 2018. An addendum SunTrust Performance Report was included in the handout for the reporting period of October 31, 2018.

We saw a market correction in the market in October 2018. The markets adjusted to several uncertainties surrounding the mid-term elections; trade issues with China, etc. The FED is moving along the path of reducing monetary accommodation, which causes yields to move up a bit.

We still believe the US will be the leader of developed economies. We are not concerned about a recession for at least a couple of years. However, we expect to see a slow growth in earnings and profits as we move into 2019.

SunTrust is always looking for opportunities to reduce risk and improve return potential. No changes to the asset allocations are required in response to the market correction. The beginning market value of the trust fund as of September 30, 2018 was 30,550,438 and an ending market value of \$29,248,188 as of October 31, 2018. There was some loss of market value due to the depreciation and correction in the market.

The cash portion of the portfolio is \$3,774,845, which provided a nice buffer during October. The portfolio is down -1.87 year-to-date. As the market improves, we will begin to see decent market returns. For the past 5+years, the portfolio has an average annual return of about 6%.

Historically, the market has never posted a negative return 12 months after a mid-term election since 1946.

C. 2nd Quarter Maintenance Reimbursement for April thru June 2018 (Discussion/Motion)

Carriage requested reimbursement in the amount of \$346,784.47. Contractually, Carriage is only entitled to dividends + interest – 50% of bank fees. Total available from the Trust Fund is \$181,400.70. The board requested that Mr. Elliott (on behalf of CFS) provide invoices and documentation to support the request. Carriage is unable to provide sufficient documentation to support the expense request at this time. The cemetery board discussed reimbursement to Carriage for maintenance salaries in the amount of \$155,603.

Motion to approve the Quarterly Maintenance Reimbursement to Carriage Services for the period of April thru June 2018, in the amount of **\$155,603** was made by Ms. Mowrey and seconded by Ms. Zeiler. In a voice vote, the motion passed unanimously.

D. 3rd Quarter Maintenance Reimbursement for July thru September 2018 (Discussion/Motion)

Motion to approve the Quarterly Maintenance Reimbursement to Carriage Services for the period of July thru September 2018, in the amount of **\$152,412 (for maintenance salaries only)** was made by Ms. Mowrey and seconded by Ms. Hayes. In a voice vote, the motion passed unanimously.

E. Request for Special Meeting to discuss General Price List (GPL)

This item was deferred to the meeting in January 2019.

F. Other Business

Carriage did not fulfill the delivery of digitized maps of the cemetery system. Pulice Land Surveyors was contracted to provide surveying services for the subject property by Yamilet Reina in September 2018.

G. Communication to the City Commission

None.

There being no further business before the Board, the meeting adjourned at 6:03 p.m.

Minutes prepared by: S. Spates, Liaison