

CORAL GABLES PINWOOD CEMETERY ADVISORY BOARD MEETING
Meeting Minutes of January 8, 2024, 3:30 p.m.
City Commission Chambers
405 Biltmore Way, 2nd Floor, Coral Gables, Florida 33134

MEMBERS	F 23	M 23	A 23	M 23	J 23	J 23	A 23	S 23	O 23	N 23	D 23	J 24	APPOINTED BY
Jorge Arguelles	P	-	-	E	-	-	P			P	-	E	Mayor Vince Lago
Lorrie Martin	*	-	-	*	-	-	P	-	-	P	-	P	Commissioner Ariel Fernandez
Denise West Vice Chairperson	P	-	-	P	-	-	P	-	-	P	-	P	Vice Mayor Rhonda Anderson
John Swain	*	-	-	*	-	-	P	-	-	P	-	P	Commissioner Melissa Castro
Maurice Habif	P	-	-	P	-	-	E	-	-	P	-	P	Commissioner Kirk R. Menendez
Richard Bennett Chairperson	P	-	-	P	-	-	P	-	-	P	-	P	City Manager Peter Iglesias
P. Tristan Bourgoignie	*	-	-	P	-	-	P	-	-	E	-	P	Board-as-a-Whole

LEGEND: A = Absent; P = Present; E = Excused; * = New Member; ^ = Resigned Member.
 - = No Meeting; # = Late meeting arrival.

STAFF: Anna Pernas, Historic Resources and Cultural Arts Director,
 Kara Kautz, Assistant Historic Preservation Officer

RECORDING SECRETARY/PREPARATION OF MINUTES: Yvelisse Bonilla, Administrative Assistant

CALL TO ORDER:

The meeting was called to order at 3:37 P.M.

In attendance were Ms. Martin, Ms. West, Mr. Bennett, Mr. Bourgoignie and Mr. Swain. Mr. Habif joined the meeting at 3:45 P.M.

APPROVAL OF THE MINUTES

A motion was made by Ms. West, seconded by Mr. Bourgoignie, to approve the November 6, 2023, meeting minutes.

The motion passed (Ayes: 5; Nays: 0.)

NEW BUSINESS:

OLD BUSINESS:

1. Pinewood Cemetery Clean-Up January 19, 2024

Staff provided details of the upcoming clean-up event. The Board agreed to convene at the cemetery one hour before event to layout goals for the clean-up with Public Works staff. Ms. Deena Bell-Llewellyn or her staff will be present to provide their recommendations. Mr. Swain would like to ask Public Works to bring wheelbarrows to move trash bags to the staging area. The Board agreed to focus

on the North end and work through the cemetery in phases. A discussion was had that the clean-up event is a great opportunity to identify grave sites that need special attention.

A motion was made by Mr. Bennett, seconded by Mr. Habif, to have board members identify two grave sites that would be candidates for cleaning to address the process.

The motion passed (Ayes: 6; Nays: 0)

2. Parking

Historically over the years cars have parked on the street and swale. Mr. Bennett has the property information for the lot at Sunset on the North side. Property appraisal for this property is in the \$2M range. Mr. Bennett has asked the Parking Advisory Board to find a solution for parking at the cemetery. Director Kinney has mentioned that there is no space in the area to develop for parking.

3. Communications Office

The board would like something put together if someone is interested in donating, volunteering or would like to adopt a grave, they have a website or brochure giving them the information necessary. Staff would need to work with the Communications Office. There is information on our website dedicated to the cemetery but it needs to be updated.

Mr. Bennett had a walkthrough of the cemetery with History Miami. There were about 25 people in attendance. People wanted to know where they could get more information on the cemetery and how to help. Staff will contact the Communications Department to update the small older brochure for the cemetery and make updates to the website.

4. Grant Application from the State of Florida for invasives removal

In coordination with Greenspace Management, the City has applied for a grant for invasive tree removal. The results should be available in early Spring.

DISCUSSION ITEMS:

CITY COMMISSION ITEMS: None

ITEMS FROM THE SECRETARY:

1. Change Meeting date Monday, July 1, 2024

No changes were made at this time.

2. Board Elections

A motion was made by Ms. West, seconded by Mr. Habif, to nominate Mr. Bourgoignie as Board-As-A-Whole member for the remainder of the term.

The motion passed (Ayes: 6; Nays: 0.)

A motion was made by Mr. Swain, seconded by Ms. West, to nominate Mr. Bennett as Chairperson of this board. The motion passed (Ayes: 6; Nays: 0.)

A motion was made by Mr. Swain, seconded by Ms. Martin, to nominate Ms. West as Vice chairperson of this board. The motion passed (Ayes: 6; Nays: 0.)

ADJOURNMENT:

A motion was made by Mr. Bennett, seconded by Mr. Swain, to adjourn the meeting.

The motion passed (Ayes: 6; Nays: 0.)

There being no further business the meeting was adjourned at 4:37 pm.

Respectfully submitted,



Anna C. Pernas
Historic Preservation Officer