

**CORAL GABLES PINWOOD CEMETERY ADVISORY BOARD MEETING**  
**Meeting Minutes of October 7, 2024, 3:30 p.m.**  
**City Commission Chambers**  
**405 Biltmore Way, 2<sup>nd</sup> Floor, Coral Gables, Florida 33134**

MEMBERS	N 23	D 23	J 24	F 24	M 24	A 24	M 24	J 24	J 24	A 24	S 24	O 24	APPOINTED BY
Jorge Arguelles	P	-	E	-	-	P	-	-	E	-	-	P	Mayor Vince Lago
Lorrie Martin	P	-	P	-	-	P	-	-	P	-	-	P	Commissioner Ariel Fernandez
Denise West Vice Chairperson	P	-	P	-	-	P	-	-	A	-	-	#	Vice Mayor Rhonda Anderson
John Swain	P	-	P	-	-	P	-	-	P	-	-	P	Commissioner Melissa Castro
Maurice Habif	P	-	P	-	-	E	-	-	P	-	-	A	Commissioner Kirk R. Menendez
Richard Bennett Chairperson	P	-	P	-	-	E	-	-	P	-	-	P	City Manager Peter Iglesias
P. Tristan Bourgoignie	E	-	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 Preservation Officer; Kara Kautz, Assistant Historic  
 Preservation Officer

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

**CALL TO ORDER:**

This meeting was called to order at 3:38 P.M.

In attendance were Mr. Bourgoignie, Ms. Martin, Ms. West, Mr. Bennett, Mr. Swain, and Mr. Arguelles.

**APPROVAL OF THE MINUTES**

**A motion was made by Mr. Swain, Ms. Martin, to approve July 1, 2024, meeting minutes as amended. The motion passed unanimously by voice vote.**

**NEW BUSINESS:**

1. FIU – Mr. Swain met with Linda Chamorro, FIU Professor of Landscape Architecture & Environmental and Urban Design, and her class at the Cemetery. Her class is doing a study of the cemetery and wanted to meet with the board to show their results. Staff has also met with Ms. Chamorro to exchange information about the cemetery and future presentation dates.
2. Survey – Board members stated the Australian pines were not noted on the survey, there are some typos on the survey and items missing, and the legend for the icons is also missing. Staff mentioned the cleanup had not occurred when the survey company performed the survey. Ms. Martin is working on a database of the markers.
3. Linda Chamorro, FIU Professor – Ms. Chamorro attended in person with her students on Zoom. Her students are creating a landscape master plan, bringing together initial ideas from the city, addressing the invasives, and introducing native plantings from historical references and a passive park design that functions as a nature preserve.
  - Students asked questions of staff and the Board for their master plan projects, and discussed their semesters work.

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- Staff will review the mid-term presentation and provide any additional feedback to students.
- Final presentations will be made to the Board at a special meeting. Staff will confirm scheduling with the City Clerk's Office and Ms. Chamorro and circulate information to the Board.

**A motion was made by Mr. Bourgoignie, seconded by Ms. West, to have a Special Meeting of the Pinewood Advisory Board on Monday, December 9, 2024, at 2:00 PM. This motion passed unanimously by voice vote.**

**OLD BUSINESS:**

1. Cemetery Clean-up – Targeting the next clean-up event for March 15<sup>th</sup>, 22<sup>nd</sup> or 29<sup>th</sup> of 2025. Staff to advise.

**DISCUSSION ITEMS:** None

**CITY COMMISSION ITEMS:** None

**ITEMS FROM THE SECRETARY:** None

**ADJOURNMENT:**

**This meeting was adjourned at 5:13pm.**

Respectfully submitted,

  
Anna Fernas  
Historic Preservation Officer