

CORAL GABLES PINWOOD CEMETERY ADVISORY BOARD MEETING
Meeting Minutes of July 1, 2024, 3:30 p.m.
Police and Fire Headquarters, Community Meeting Room
2151 Salzedo Street, Coral Gables, Florida 33134

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

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

STAFF: Anna Pernas, Director and 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 3:42 P.M. In attendance were Mr. Habif, Ms. Martin, Mr. Bennett and Mr. Swain.

APPROVAL OF THE MINUTES

A motion was made by Ms. Martin, seconded by Mr. Swain, to amend the minutes to reflect that Mr. Bennet was excused for the April 1, 2024 meeting. The motion passed unanimously by voice vote.

A motion was made by Mr. Habif, seconded by Ms. Martin, to approve the April 1, 2024, meeting minutes as amended. The motion passed unanimously by voice vote.

NEW BUSINESS:

1. Pinewood Cemetery Survey – The Board reviewed the recently completed property and tree survey of the cemetery.
2. Road - Mr. Habif discussed the Erwin Road edge that is dangerous to vehicles and if there is any fill that can used to lessen the drop. Staff to ask Public Works for a solution.
3. Plot Map - The cemetery plot map appears in the book, Miami Florida Early Families and Records by Oby Bonawit published in 1980.
4. Stone Cleaning – While Ms. Martin was traveling in Tennessee she visited a historical cemetery and met a volunteer that she filmed giving a brief “training” on cleaning a headstone using D2. The video was shown during the meeting. Board Members requested purchasing D2 starter kits.

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5. Centennial – Board members were given the website to view all of the events planned by the City. (www.100coralgables.com) The Board will begin to look at dates for Pioneer Day in March/April.
6. Hoses – Mr. Swain had a discussion with Ms. Deena Bell-Llewellyn, Public Works Assistant Director, regarding the broken hoses. Ms. Bell said she would replace all hoses at the cemetery.
7. Charles Crofton – It was noted that his son Arthur said the markers were put in the wrong spot. Now, they are currently in plot 55, but should be in plot 46. Staff noted that any tomb relocation would occur as part of the future masterplan of the cemetery.

OLD BUSINESS:

1. Land Survey – Completed. Staff provided a copy and reviewed the survey with the board. The next step would be to overlay the survey. Staff to ask the City Architect for help with the overlay.
 - Pine trees were not differentiated on this survey.
 - Staff will forward survey to Linda Chamorro, FIU professor for Landscape Architecture.
 - Public Works has requested 200K in next year’s budget to start the invasive removals.
 - There is a chain link fence two feet into our property. Staff will contact the City Attorney’s Office for assistance on this.
2. Cemetery Clean-up – The next event is tentatively scheduled for early November.

PUBLIC COMMENT (VIA ZOOM):

1. James Berlin, a neighbor on Thibodeau Street.
 - How will Pinewood Cemetery be recognized during the Centennial?
 - What is being done to be able to park legally and make the road safer for visitors.
 - Suggests getting Public Works people to claim the cemetery as a park to have regular maintenance.
 - Interaction with Tropical Audubon Society on the identification of the trees and other natives that support bird life.

DISCUSSION ITEMS: None

CITY COMMISSION ITEMS: None

ITEMS FROM THE SECRETARY:

1. Next meeting is scheduled for October 7, 2024.

ADJOURNMENT:

This meeting was adjourned at 5:13pm.

Respectfully submitted,



Anna Pernas
Historic Preservation Officer