

MINUTES
Historic Downtown Advisory Board
Meeting Minutes of August 26, 2019

The Historic Downtown Advisory Board of the City of Cedar Hill, Texas, met Monday, August 26, 2019, at 6:00 pm. In the Administration Conference Room of the Cedar Hill Government Center, 285 Uptown Blvd., Cedar Hill, Texas.

The following members were present: Al Armistead, Matthew Chappel, Christopher Haley, Albert Mack, Norman Patten, Kenna Prior, Chelsey Randel and Hannah Tyler. Randy Moon was absent with prior notice. The following City staff members were present: Russell Read, Director of Customer and Visitor Experience, Patty Bushart, Tourism Marketing Manager and Michelle Hernandez, CVE Coordinator.

I. Call the Meeting to order.

Vice Chair Albert Mack called the meeting to order at 6:01 pm declaring it an open meeting with notice of the meeting duly posted and a quorum present.

II. Welcome new and returning board members.

Vice Chair Mack asked each member present to introduce themselves, provide a brief bio and describe their personal interest in Historic Downtown.

III. Approve the Minutes from the July 29, 2019 Regular Meeting

Norman Patten made a motion, seconded by Al Armistead, to approve the minutes of the July 29, 2019 Regular Meeting. The motion was approved unanimously.

IV. Review Advisory Board charge, direction, responsibilities and strategic plan

Patty Bushart presented an overview that began with the start of the Historic Downtown Advisory board and how it has developed to the Board it is today. She reviewed the responsibilities of Board members and how their roles play a part in the preservation of Historic Downtown. Lastly, Patty reviewed the strategic plan of the Board with focus in three areas: Communication, Advocacy and Municipal Projects.

V. Receive brief update on the Downtown Complete Streets Master Plan

Patty Bushart presented an overview of slides as provided by the Planning Department with a preliminary draft layout of the Historic Downtown Complete Streets Design. She discussed the proposed street grid, the Houston Street green space and the areas surrounding the immediate Historic Downtown that would be affected.

The Board had the following concerns when it came to the design of the Historic Downtown Complete Streets project:

- There was concern about the parking lot by Sam's Pizza and the closing of Houston St. The Board indicated that it would make it difficult for the dumpster to have access for the trucks.
- When would stakeholders be able to see the comments about the project?
- Will the power lines be on poles or underground?

VI. Reports from Historic Downtown staff.

- In the past, there have been some complaints about the parking and distance to Historic Downtown. Staff presented views of parking lots in relation to the Historic Downtown of the City of McKinney. Patty and Michelle recently went to a meeting and observed firsthand the relationship of parking areas to the Historic Downtown McKinney core. Staff provided a scale illustration overlay of Cedar Hill Wal-Mart on our Historic Downtown with the store slightly bigger than the target area of the Complete Streets.
- Staff reported that according to the IT Director for City of Cedar Hill, there is no technology plan in the City of Cedar Hill Comprehensive Plan.
- Al Armistead asked if there are charging stations being considered as part of the new Historic Downtown plan.

VII. New Business

- Al Armistead sent compliments to the Board and staff from the previous Chairman and Board member, Gary Reed.
- National Night Out would kick-off with a meeting on Sept. 4th.
- A letter was sent from the HDAB to Council in support of waiving the Capital Impact Fee. The initiative proposed to waive impact fees in Downtown for those areas that have 3 lots or less and does not include commercial properties.

VIII. Action Items

- Place election of officers on next meeting agenda.

IX. Adjourn.

Vice-Chair Albert Mack adjourned the meeting at 7:07 pm.

ATTEST:



Michelle Hernandez
CVE Coordinator



Albert Mack,
Historic Downtown Board Vice-Chair