

**NOTICE OF MEETING  
CEDAR CREST NEIGHBORHOOD**

CEDAR HILL PUBLIC IMPROVEMENT DISTRICT #5

**MINUTES**

Government Center, Court/Multi-purpose Room

285 Uptown Blvd Cedar Hill, TX 75104

Thursday, September 7, 2023

6:00 P.M.

**Board Members Present:** Bertha Middlebrooks, Joshua Stanton, Jackie Ivy

**Absent Board Member:** David Boerschlein

**City Staff Present:** Tia Brewer, Josh McLerran, Shawn Ray

**Others Present:** Terrance Nobles (641 Gibson St.), Alyson White (no address provided)

**I. Call Meeting to Order**

Bertha called the meeting to order at 6:00PM.

**II. Invocation**

Bertha gave the invocation.

**III. Citizens Forum**

No one spoke.

**IV. Approve July 6, 2023, regular meeting and July 10, 2023, special meeting minutes**

Jackie made a motion to approve the July 6 and July 10 minutes, seconded by Bertha. Motion passed unanimously.

**V. Discuss and vote on Liberty Park fence extension**

Josh McLerran and Shawn answered questions and gave an explanation on the extension of the Liberty Park split railing fence. Jackie made a motion to accept the quote for \$3,720.00 to extend the fence 120 ft., seconded by Bertha. Motion passed unanimously.

**VI. Election Results**

Tia gave an update on the Cedar Crest election. Only 2 resumes were received for the 3 open positions. The 2 resumes were from Bertha Middlebrooks and Jackie Ivy for re-appointment. Re-appointment recommendations will be on the City Council agenda for Tuesday, October 11, 2023, for approval of Resolution No. R23-695.

**VII. Treasurer's Report**

Jackie gave an update on the July 2023 financial reports.

**VIII. Recap Cedar Crest Block Party**

Bertha gave an update on the block party that was held on 7/29/23. There was plenty of food and activities. The weather was hot, but 25 residents attended. Lessons learned were to confirm vendor time setup vs. start time of the party and consider more marketing options like social media.



**IX. 2023 National Night Out**

The board discussed National Night Out and agreed it they would celebrate community safety at Liberty Park, 301 Capricorn St. on Tuesday, October 3, 2023, at 6PM. Jackie will coordinate donations with the crime watch team for the event. Bertha said Cedar Crest PID could help with \$500 towards the cost of the event, if needed.

**X. Provide Project Updates on the following:**

**a. Ornamental stop signs and poles**

The board agreed that they would like to table this item to the next regular meeting. Bertha gave Tia a contact number for Florence Corporation to obtain a quote. Tia has reached out to C Signs and Graphics for a quote as well. Brandon Industries was removed from the possible project vendors.

**b. Refurbish cluster mailbox**

Tia gave an update on a quote from Gomez Painting of \$250.25 per mailbox to sand and paint at most 56 cluster mailboxes. Bertha asked if the vendor could lower the price per mailbox. Tia will follow-up with the vendor on the suggested changes.

**c. Tree Lighting**

Tia gave an update to the board that contracts for LandWorks to complete this project has been signed by the Mayor and a purchase order has been processed. The board will follow-up with the vendor to begin the project.

**XI. Discuss and vote on landscape contract renewal**

The current contract with LandWorks expired on August 30, 2023. LandWorks submitted a proposal of annual landscaping maintenance at \$10,901.00 and an optional quote to include Liberty Park flower beds at an annual cost of \$3,337.00. Jackie made a motion to approve both the annual landscaping maintenance and Liberty Park flower bed proposals, Bertha seconded this motion. The motion passed unanimously.

**XII. Discuss and vote on Christmas lights contract**

The Christmas Light Company submitted a quote for a 3-year contract at \$9,920.00 that included decoration at Liberty Park, however, some decoration was declined by the Parks department that would reduce the contract amount to \$8,995.00. Jackie made a motion to approve The Christmas Light Company's 3-year contract at \$8,995.00 for each year (2023, 2024, and 2025), seconded by Josh. The motion passed unanimously.

**XIII. Adjourn**

Bertha adjourned the meeting at 7:58PM

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Tia Brewer, Neighborhood Services Manager

