

MINUTES
Main Street Board
Special Called Meeting of November 5, 2012

The Main Street Development and Preservation Board of the City of Cedar Hill, Texas, met on Monday, November 5, 2012, at 5:30 pm. in Conference Room D-106 of the Cedar Hill Government Center.

The following members were present; Al Armistead, Lois Cannady, Albert Mack, Jami McCain, Randy Moon, Norman Patten and Russell Read. Jerry Korkisch was absent with prior notice. The following City Staff members were present; Rod Tyler, Planning Director, Don Gore, City Planner and Patricia Bushart, Main Street Manager.

I. Call the meeting to order.

Chairman Russell Read called the meeting to order at 5:32 pm declaring it an open meeting with notice of the meeting duly posted and a quorum present.

II. Approve the Minutes of the September 24, 2012 Regular Meeting.

Lois Cannady made a motion, seconded by Albert Mack, to approve the minutes of the September 24, 2012, Regular Meeting. The motion was approved unanimously with one abstention by Randy Moon.

III. Review and Consider application of Better Block and/or Complete Streets concepts as an event in Historic Downtown.

Chairman Read presented an outline of the topics for discussion:

- Site selection
- Scope
- Feasibility
- Contract services
- Concept development strategies
 - Plan
 - Full-scale model
 - Adaptation and use of existing facilities
 - Goals and objectives
 - Target audience
 - Public engagement/buy-in
- Implementation
 - As parallel event with Walk the Light or stand-alone
 - Board assignments
 - Solicitations

The Board reached a consensus on the following:

1. Event will take place concurrent with Walk the Light Arts Festival, March 16, 2013.

2. Andrew Howard of Better Block will be engaged only as facilitator and/or back-up consultant should his expertise or services become necessary.
3. The event must be self-initiated, i.e., by the Main Street Board.
4. Event volunteers must be recruited outside Walk the Light staff and Parks Department personnel.
5. Production schedule will be created to include:
 - a. Event timeline;
 - b. Implementation strategies;
 - c. Board assignments;
 - d. Materials requirements;
 - e. Solicitations inventory.
6. Prior to the next meeting scheduled December 3, 2012, Board members will visit proposed site and report to Chairman Read for future staff review.

The discussion having concluded, Norman Patten made a motion, seconded by Randy Moon, to proceed with planning a Better Block event concurrent with Walk the Light Arts Festival March 16, 2013, facilitated by the Main Street Board with assistance from City staff. The motion was approved by a vote of 6-1.

IV. Reports from Main Street Staff.

- Purple Farm House site plan is on City Council agenda for November 13, 2012
- Cedar Hill Museum of History will make presentation to City Council on same agenda

V. Adjourn.

A motion to adjourn by Lois Cannady was seconded by Norman Patten. Motion was approved unanimously. Chairman Read adjourned the meeting at 6:26 p.m.

ATTEST:

Minutes Approved on December 3, 2012

Patricia M. Bushart,
Main Street Manager

Russell Read
Main Street Board Chairman