

**MINUTES**  
**Main Street Board**  
**Special Called Meeting of September 29, 2014**

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*The Main Street Development and Preservation Board of the City of Cedar Hill, Texas, met on Monday, September 29, 2014, at 6:00 pm. in Conference Room D-106 of the Cedar Hill Government Center, 285 Uptown Blvd., Cedar Hill, Texas.*

*The following members were present; Al Armistead, Alice Atchison, Albert Mack, Randy Moon, Russell Read, Gary Reed, Michelle Rodriguez and Melise Smith. Gabriel Allred and Norman Patten were absent with prior notice. The following City Staff members were present; Greg Porter, Deputy City Manager, Don Gore, Senior Planner, Erica Molett, EDC Business Retention Manager and Patricia Bushart, Tourism Marketing and Main Street Manager.*

**I. Call the meeting to order.**

Chairman Russell Read called the meeting to order at 6:08 pm declaring it an open meeting with notice of the meeting duly posted and a quorum present.

**II. Receive Update of City Administration transition and discuss Main Street goals and objectives with Deputy City Manager, Greg Porter.**

Mr. Porter began with an assessment of Main Street to date, noting that much of previous planning effort is beginning to align, albeit with a fair amount of reactive response, but also a generous amount of proactive planning. The historic downtown vision is coming to fruition and now is the time to delve into details, prioritize projects and develop implementation strategies.

The joint City Council/Economic Development Corporation (EDC) workshop of October 6, 2014, was discussed and the following points of Main Street interest were noted:

- The primary EDC property tract (Broad Street) is ripe for redevelopment and the project will likely set the tone for all future development of the area
- Secondary tracts are ripe for programming, i.e. what to do downtown and when?
- Decision to rehabilitate versus new development may be unpopular and even traumatic to stakeholders in particular, and the community in general
- It will be critically important to manage expectations from planning to the community

Four upcoming milestones will significantly impact Main Street in months ahead:

1. City Council will consider adoption of the City Center Plan on October 14, 2014.
2. Grant-funded code audit report will be presented to city and staff October 22-23, 2014. Resulting document will guide regulatory scheme to achieve City Center plan vision and goals.
3. Evolving Main Street responsibility with regard to EDC properties will require:
  - a. More intense interaction and communication between the boards;
  - b. Thoughtful and prudent Main Street programming recommendations;
  - c. Greater business focus on downtown economic development.

In summation, Mr. Porter encouraged Main Street to revisit the Historic Downtown Vision and **make it happen**. Keep 'vibrant downtown' top of mind when developing programming recommendations to EDC. Exercise the same diligence in garnering neighborhood and stakeholder opinion/support as used when the vision was crafted. Engaging the historic downtown community and keeping communication lines open throughout the entire process is critical to the long-term success of the area, to development of the EDC properties and to the ultimate viability and implementation of the City Center.

### **III. Approve the Minutes of the August 25, 2014 Regular Meeting.**

Al Armistead made a motion, seconded by Melise Smith, to approve the minutes of the August 25, 2014 Regular Meeting. The motion was approved unanimously.

### **IV. Review and Discuss historic preservation.**

The board received the Cedar Hill Historic Resource Inventory as a starting point for the discussion. The City Council approved the historic resource recognition program in October of 2007 and began the official designation process in March 2008. The program *'acknowledges these properties as significant in history and architecture and recognized the valued contributions to the preservation and protection of these historic resources for the education and enjoyment of future generations of Cedar Hill citizens and visitors.'* Currently there are no regulations that govern these resources, nor are there protections in place other than those properties designated as Recorded Texas Historic Landmarks and/or listings on the National Register of Historic Places.

The discussion centered on:

- How to create a cohesive plan from scattered historic resources
- What process should be used to evaluate historic significance that makes a resource worthy of protection
- Should preservation be voluntary, excepting with notice of changes required

Building on the Dallas County Historical Commission 1998 survey that identified 67 historic sites within the city, and Main Street, in cooperation with the Cedar Hill Historical Society, evaluation and refinement of the survey to create the current list of historic resources, the board recommended planning begin:

- Development of designation criteria
- A process for designation
  - Voluntary with protective stipulations
  - Ordinance
- Timeline for evaluation
- Definition of responsibility
  - For designation
  - Process oversight
  - Physical preservation

Mr. Gore will bring next steps recommendations to the board in subsequent meeting(s).