

MINUTES
Historic Downtown Advisory Board
Regular Meeting Minutes of April 27, 2020

The Historic Downtown Advisory Board of the City of Cedar Hill, Texas, met Monday, April 27, 2020, at 6:00 pm. via teleconference using Zoom and 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, Randy Moon, Norman Patten, Kenna Prior, Chelsey Randel and Hannah Tyler. Christopher Haley and Albert Mack were absent. The following City staff members were present: Russell Read, Director of Customer and Visitor Experience, Patty Bushart, Destination Marketing Manager, Michelle Hernandez, Destination Marketing Manager, Christy Harris, CVE Coordinator, LaShondra Stringfellow, Planning Director and Maria Pena, Sr. Planner.

I. Call the Meeting to Order

Chairperson Hannah Tyler called the meeting to order at 6:10 pm declaring it an open meeting with notice of the meeting duly posted and a quorum present.

II. Citizens' Forum

No citizens were present.

III. Approve the Minutes of the January 16, 2020 Special Called Meeting

A motion was made by Al Armistead, seconded by Norman Patten to approve the minutes of the January 16, 2020 Special Called Meeting. The motion was approved unanimously.

IV. Staff Briefing

- COVID-19 Response;
 - Local response began the week of March 16
 - Staff went to flex schedules beginning March 23 – April 3 and offices closed the following week.
 - Testing of our capacity to reliably function from home began week of April 6 and will continue through the remainder of this week.
 - Per Governor's "Reopen Texas" plan, we anticipate partial resumption of staffing and phased reopening of building, with new protocols put into place.
 - The first teleconferenced City Council emergency meeting was Thursday, March 19th, City Council regular meeting on March 24th, April 14th and April 28th.
 - Uncertainty of how "Reopen Texas" will affect future Council and/or Board and Commission meetings.
- New Hires:
 - Kim Buttram – began role as Economic Development Corporation Director on March 9th
 - Christy Harris – began role as Customer and Visitor Experience Coordinator on April 6th

- Cedar Hill Strong:
 - Randall Chase, Andy Buffington and EDC team with assistance of CVE team, collaborated to create the Cedar Hill Strong campaign.
 - Tourism created an inspirational video, reminding the community and visitors that we will be open to welcome visitors and businesses when the national health crisis passes.
 - Chamber of Commerce will continue to conduct bi-weekly FB Live updates on businesses and the community.
- Downtown Business Updates:
 - Most businesses have been able to survive, for now.
 - EDC has tracts on Cedar Street adjacent to Phillips' southern flag lot under contract and expects to close soon.
 - Next meeting will fall on Memorial Day. Christy will send out survey with suggested alternative dates to board for May meeting.

V. Consider and take action on the proposed color changes to the existing building elevations associated with an application (CUP-254-2020) and discuss and provide feedback to staff, the Planning and Zoning Commission, and City Council regarding an application (CUP-254-2020) for a “winery” with the sale of alcoholic beverages for on-premise consumption on property zoned “OT-Corr” (Old Town Corridor) District within the Uptown Overlay, and located on the south side of Cooper Street, west of Highway 67 with the approximate address being 316 Cooper Street. Applicant/Property Owner: Julie Denton

Maria Pena – Sr Planning associate for a winery, located at the former El Rey restaurant, 316 Cooper Street. She presented proposed color changes to existing building elevation. The building requires a paint job but woodwork near stone elevation will remain dark brown and various parts of the building will be painted in neutral colors with a pop of red.

A motion was made by Al Armstead, seconded by Norman Patten to approve the proposed color changes to the existing building elevations associated with and application (CUP-254-2020). The motion was approved unanimously.

VI. Update on Complete Street sub-committee: Wayfinding, Signage and Streets
Staff discussed continuation of a construction plan.

VII. Adjourn

Hannah Tyler adjourned the meeting at 6:44 pm.

ATTEST:

Christy Harris
CVE Coordinator

Hannah Tyler
Historic Downtown Board Chair