

MINUTES
Historic Downtown Advisory Board
Special Meeting Minutes of May 27, 2020

The Historic Downtown Advisory Board of the City of Cedar Hill, Texas, met Monday, May 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, Kenna Prior, Chelsey Randel, Hannah Tyler, Christopher Haley and Albert Mack. 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. The following members were absent: Norman Patten.

I. Call Meeting to Order at 6:00 PM

Chairman Hannah Tyler called the meeting to order at 6:00 pm, declaring it an open meeting with notice of the meeting duly posted and a quorum present.

II. Citizens' Forum

No citizen participation.

III. Approve the Minutes of the April 27, 2020 Special Called Meeting

Al Armistead made motion, seconded by Randy Moon to approve the minutes of the April 27, 2020 Special Meeting. The motion was approved unanimously.

IV. Downtown Complete Streets – HDAB Subcommittee Update

Al Armistead submitted decor ideas found on Pinterest that were distributed to the HDAB Subcommittee. The HDAB Subcommittee will meet to vote on wayfinding and furniture in mid-June. All other ideas from the HDAB Board regarding décor should be sent to Russell Read and/or Maria Pena to submit to the HDAB Subcommittee. The Linear Park and Pioneer Park Subcommittees will meet July 1st to start planning. The underground utility remodel is moving well and a meeting with the church and the Lakes will take place in June. There are a lot of utility and easement remodel items to discuss. The HDAB board will be kept informed.

V. Downtown Zoning and Code Enforcement

In the past, Historic Downtown had “No Trucks Allowed” signs to prevent use of Historic Downtown as a pass through for large trucks that end up damaging streets and disturbing local businesses and residents. Kenna Prior indicated that “No Trucks Allowed” signs were taken down due to construction. The signs were not returned and the trucks in Historic Downtown have increased since then. Al Armistead suggested prohibiting semi-trucks and delivery be subjected to box vans. Randy Moon stated that semi-trucks are not due to construction on HWY 67. Russel Read will draft a recommendation for HDAB Subcommittee approval, that will discuss prohibiting semi-truck traffic in Historic Downtown. Once approved, Hannah Tyler will sign and it will be sent to the Traffic, Planning and Complete Streets Committees.

Al Armistead stated that there is a non-conforming 29x75 parcel of property, located at 612 Cedar Street, that appears to be replotted. Russel Read suggested that the HDAB committee and citizens should initiate

the conversation with the owner about selling the property. The owner has received offers to purchase the property but has declined and desires to sell when "Complete Streets" and Historic Downtown are completed.

VI. Discuss Resolution No. R01-44

Patty Bushart discussed the Resolution No. R01-44 that, in summary, indicates that New Business will not be an agenda item. If a board member would like to discuss an item at a board meeting, they must notify Christy Harris (christy.harris@cedarhilltx.com) by Thursday at 3pm prior to the agenda being posted on Friday, 72 hours before the actual meeting time.

VII. Staff Reports

- May 27th is Patty Bushart's last HDAB meeting before retiring on May 29, 2020
- Board Reappointment Applications are due Friday, June 12. The Board Members that need to reapply are Albert Mack, Al Armistead, Randy Moon, Kenna Prior and Hannah Tyler. Applications need to be sent to Belinda Berg.
- May 29th will be proclaimed as Patty Bushart Day in Cedar Hill.

VIII. Review Action Items

- Recommendation for not allowing semi-trucks in Historic Downtown.
- 612 Cedar Street Vacant Lot:
 - Find out timeline, intent, and emphasis how owner's land will be a part of Complete Streets.
 - Designate a city employee and a board member to connect with the owner regarding her building and disclose the plans for Phase II.
 - Russel Read will follow up with Lashondra Stringfellow, Maria Pena and Chelsey Randel, who will work to connect with the owner.
- Deadline for HDAB Board members to reapply is Friday, June 12, 2020.

IX. Adjourn

Hannah Tyler adjourned the meeting at 7:01 pm.

ATTEST:

Christy Harris
CVE Coordinator

Hannah Tyler
Historic Downtown Board Chair