

## **MINUTES**

### **Winding Hollow Public Improvement District #3**

Meeting January 21, 2021

The Winding Hollow Public Improvement District Establishing Committee met on Thursday, Meeting January 21, 2021 at 7:00 P.M. online via Zoom, Cedar Hill, TX.

The following board members were present: Gina Guillory, Jennifer Hutchinson, Karen Wright and Toby Gentry. City Employee: Stacey Graves, Jeremy Peck, Leah Carter, was also present.

#### **1. Call the meeting to order**

Jennifer Hutchinson called the meeting to order at 7:09 P.M. declaring it an open meeting with notice of the meeting duly posted.

#### **2. Approve Minutes from November 19, 2020 meeting**

(Blank) made a motion to approve the minutes from November 19, 2020 regular scheduled meeting, seconded by (Blank). The motion passed unanimously.

Jennifer introduced Leah Carter who replaced Michelle Eubanks as Neighborhood Services and point of contact for neighborhood concerns. Leah was a previous employee of the city and has now rejoined. Jennifer introduced Jeremy Peck as the new Winding Hollow Code Enforcement Officer for the City of Cedar Hill, Jeremy has been working with the city for about a year.

#### **3. Landscape Project**

Jennifer stated landscape project is done as far and the work with Martinez Landscaping. However, there are some concerns that still need to be addressed, such as the big open whole near the corner sidewalk on Winding Creek and from her understanding Gail spoke with Public Works Department regarding the matter but has not informed the Board of the outcome. Stacy stated she will contact Public Works Director tomorrow for an update regarding the open whole. Jennifer stated Gail was emailed today for an update status on concerns of chipping on sidewalks, missing grass from residents' yards and she is waiting for a response.

Jennifer stated request was made to Martinez Landscaping to remove green edging and replace with stone. Per Toby they are waiting on payment to purchase stone but

he will check with Manuel regarding status of replacing stone, Gina stated she submitted payment request last week.

#### **4. New Projects for 2021- Installing Cameras**

Stacy will submit BID to City Council next week. She requested Jennifer to complete form for new project form. Jennifer will invite Director to next meeting.

#### **5. Other Items**

Jennifer stated PID Handbook was well put together and informative. She stated it was a great tool for current PID's and New PID's. Per Stacey it should be approved next Tuesday. Per Stacey no other PID's in the works at this time. Toby inquired if submission for sign to be fixed, per Jenn it has been fixed and request to fix lights by Oncor. Jennifer requested Karen to pick up on Shirt Project for Board Members (long sleeve T-Shirt, Hat, Denim Jacket) and obtain additional pricing.

We will continue to have our monthly meetings via Zoom until further notice. If you would like to join the zoom calls, please send an email to [whpid3@gmail.com](mailto:whpid3@gmail.com) and include your name and email address. This will allow you to receive zoom meeting dial in information.

#### **6. Adjourn**

Jennifer asked if there were any more items and if not, we would move to adjourn. Toby motioned to adjourn meeting. A motion to adjourn was made by Toby Gentry, second by Jennifer Hutchinson. The motion passed unanimously. The meeting was adjourned at 7:41pm.

**ATTEST:**

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**Karen Wright**  
**Winding Hollow PID, Secretary**