



CEDAR HILL  
PUBLIC IMPROVEMENT  
DISTRICT #1

## **BOARD OF DIRECTORS MEETING**

October 13, 2022, 6:30 p.m.  
High Pointe Baptist Church  
101 High Pointe Lane  
Cedar Hill, TX

### **Meeting Minutes**

#### **Present**

Delores Shaw	President
Kavin Brown	Vice President
Ruby Martin	Treasurer
Melissa Mims	Secretary
Nedra Fain	Director
Joel Flores	Director
Raymond Stroh	Director
Tia Rich	Neighborhood Services Manager
Amanda Hawkins	Business Manager
Kevin Quintanar	Code Enforcement Agent

#### **Others Present**

James Sukk	Homeowner
Erin McClendor	Homeowner
Francisco Torres	Homeowner
Carolyn Malloy	Homeowner
Rebeca Guevara	Homeowner
Althea Moses	Homeowner
Marvin Soltick	Homeowner
***** Scot	Homeowner (unable to read first name)

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

Meeting was called to order by Delores Shaw, Board President, at 6:30pm.

#### **2. Introduction of meeting attendees.**

Guests and directors introduced themselves.

#### **3. Business Items:**

- A. Approve Board meeting minutes for the September 08, 2022**
- Approved September 08, 2022, Meeting Minutes with one correction – Tellers Report to be typed out within agenda instead of attaching.
- B. Receive Board Treasurers Report**
- Ruby Martin, Board Treasurer, gave the treasurer's report.
- C. Code Enforcement Presentation**
- Kevin Quintanar, High Pointe's new code enforcement agent, gave a presentation and opened the floor for questions:
    - i. Code Enforcement handles junk cars (parked for 30 days or longer with expired stickers or is inoperable) parked on private drives, unrepaired fences that face a right of way or have a pet or a pool, and bulk trash set out too early.
    - ii. Police handle junk cars on the street.
    - iii. Animal control should be called for loose dogs using the Cedar Hill non-emergency number– 972-223-6110, option 4.
    - iv. At your door service is now available for the proper disposal of chemicals and certain electronics – use the myCedarHill App to request a plastic bag and pick-up time.
- D. Introduction of Business Manager**
- Amanda Hawkins, the new business Manager for Highpointe PID #1 Introduced herself.
- E. Cedar Hill Police Department Sargent Adams**
- Sargent Adams is the new PAC Officer for Cedar Hill. Unfortunately, he was unable to attend to introduce himself. Delores will ask him to attend our next meeting in February.
- F. Vote on updating High Pointe PID Pamphlet**
- Delores presented an old High Pointe PID Pamphlet to the board. She suggested that we update the brochure, including important numbers and contact information for residents of High Point to use.
  - Kavin made a motion to approve the updating of the High Pointe PID Pamphlets. Motion was seconded. There was no discussion. Motion passed.
- G. Mailbox Update**
- Ray informed the board that he has received a scope of work for the mailbox replacements but needs a lawyer from the city to look at it. Scope will be sent to Tia.
  - Ray also informed the board we still need a project manager and a method to distribute the new keys.
- H. Approve damaged fence repair (713 & 717 Trees) by Future Outdoors at a Cost of \$7,202.00**

- Fence damage was caused by a hit and run accident. Insurance will reimburse the PID 6,202.00 once the claim is filed.
- Ray made a motion to pay the invoice for 7,202.00. Motion was seconded. There was no discussion. Motion passed.

#### I. Election of Officers

- Tia Rich, Neighborhood Services Manager, facilitated the election of the board officers for October 2022 – September 2023:
  - i. Gavin nominated Delores for Board President. Nomination was seconded. There were no additional nominations. Nomination passed.
  - ii. Nedra nominated Gavin for Board Vice President. Nomination was seconded. There were no additional nominations. Nomination passed.
  - iii. Delores nominated Ruby for Board Treasurer. Nomination was seconded. There were no additional nominations. Nomination passed.
  - iv. Delores nominated Melissa for Board Secretary. Nomination was seconded. There were no additional nominations. Nomination passed.

#### 4. Citizens Forum.

Homeowners complained that the brush needs to be cut back from side of the street on Strauss between Wintergreen and Clark.

#### 5. Adjourn.

- Delores adjourned the meeting at 7:25 pm.

Melissa Mims  
Board Secretary

Approved: Feb 9 2023