

BOARD OF DIRECTORS MEETING

May 11th, 2023, 6:30 p.m.
High Pointe Baptist Church
101 High Pointe Lane, Cedar Hill, Texas 75104

MEETING MINUTES

Present

Delores Shaw	President
Kavin Brown	Vice President
Ruby Martin	Treasurer
Melissa Mims	Secretary
Joel Flores	Director
Raymond Stroh	Director
Amanda Hawkins	PID Manager
Steve Lafferty	Cedar Hill PD

Others Present

Erin McClendor	Homeowner
James Sulak	Homeowner
Mark Stodola	Homeowner
Princess Parks	Homeowner
Tyrine Whitfield	Homeowner
Howard Mims	Homeowner
Howard Starling	Homeowner

1. Call meeting to order

Delores Shaw, President, called the meeting to order at 6:30 p.m.

2. Introduction of Meeting Attendees

Guests and directors introduced themselves.

3. Citizens Forum

Delores Shaw, President, opened the citizens forum.

- Officer Lafferty gave the flock safety report for the last 30 days. There was a total of 569,688 detection photos taken on 7 cameras. In February there were 54 detections that included, 2 stolen vehicles, 11 stolen/fictitious tags, and 37 warrants. In March there were 153 detections with 4 stolen vehicles, 71 stolen/fictitious tags, and 69 warrants. In April there were 219 detections with 2 stolen vehicles, 53 stolen/fictitious tags, 143 warrants. So far in May there is 28 detections including 26 warrants.

- Homeowner reported the double-parking issue she is experiencing on High pointe Lane and Stevens Street. She asked if the mailboxes can be moved to allow more room for vehicles to park to avoid a potential crash.
- Homeowner reported that her neighbor is building a brick wall to separate the yards.

4. Business Items

- A. Approve Board Meeting Minutes for the April 11, 2023, special meeting minutes and the April 13, 2023, board meeting
 - Approved April 11, 2023, Special Meeting Minutes with no corrections made. Approved April 13, 2023, Board Meeting Minutes with no corrections made.
- B. Receive Board of Treasurers Report
 - Ruby Martin, Treasurer, gave the treasurer's report.
 - Joel Flores, Director, made the motion to not renew the CD until the final cost for the mailboxes has been determined and there will be a discussion later for the reinvestment. The motion was seconded and approved.
- C. Discuss Decorum & Proposals
 - Decorum flyer handout presented to the board of directors.
- D. Discuss mailbox Contractor's References
 - Melissa Mims, Secretary, reported the Brandon Industries Corporation overall rating of 3.9 out of 5 with limited reviews and previous civil action cases against them. Onsite received a 4.0 rating with no civil action cases.
- E. Approve Contractor to purchase & install mailboxes
 - Raymond Stroh, Director, made a point of order to refer to the August 11, 2023, minutes to approve the hiring of a project manager to manage the installing of cluster mailboxes. Delores Shaw, President, replied that the point of order is separate from the contract with the mailboxes because the project manager does not have anything to do with the purchase or installation of the mailboxes. Ruby Martin, Director, made the motion to approve Brandon Industries Corporation as the contractor. The motion was seconded and approved.
- F. Vote on Creative Mailbox Design Invoice
 - Raymond Stroh, Director, moved to approve the invoice DP 30030 in the amount of \$2,500. The motion was seconded and approved.
- G. Create a mailbox committee to resolve key issues
 - Melissa Mims, Secretary, discussed the reissuing of the keys with the postmaster at the post office. The city will have to sign a waiver to allow the postmaster to issue the keys residents.
- H. Add directors/members to the Maintenance Committee
 - Delores Shaw, President, and the captain of the Trash Walkers not Talkers have been appointed to the Maintenance committee starting August 15, 2023.

I. Approve Christmas Lighting/Banner Contracts

- Melissa Mims, Secretary, moved to approve the Christmas Light Company contract 2023 season for \$61,075.00 with a stipulation of red/green lights in the trees, clear lights around the monuments, and the removal of glue on the monument. The motion passed.
- Melissa Mims, Secretary, moved to approve the banner contract from the Christmas Light Company in the amount of \$6,000. The motion passed.

5. **Adjourn**

Delores Shaw, President, adjourned the meeting at 7:41 p.m.

Amanda Hawkins
PID Manager