



**CEDAR HILL PUBLIC  
IMPROVEMENT DISTRICT #1**

Special Meeting  
November 16, 2023, 6:30 pm  
Conference Room D  
Cedar Hill Government Center

**Meeting Attendees:** Delores Shaw, Ruby Martin, Shomega Austin, Erin McClendon, Belinda Turner

**City Staff:** Jeanette Cosme

**1. Call meeting to order.**

Delores calls meeting to order at 6:30 pm.

**2. Introduction of meeting attendees.**

Directors and city staff introduced themselves.

**3. Citizens Forum**

There were no citizens present.

**4. Business Items:**

**A. A. Discuss and Approve Brandon Industries Mailbox Contract**

The board discussed the approval of Brandon Industries Contract to replace 75 mailboxes in the High Pointe Community. Director Martin moved to approve the contract. The motion was seconded and passed unanimously.

**B. Discuss Future Mailbox Replacements**

The board discussed the possibility of other mailboxes being replaced in High Pointe. At this time there are no other mailboxes to be replaced. At a later time, they will discuss the option of painting and fixing damaged mailboxes.

**C. Discuss and Approve Project Management Budget**

The board discussed and approved a budget not to exceed \$5000.00 for a project manager to oversee the replacement project and those mailboxes needing to be painted and repaired. Erin moved to approve this budget. The motion was seconded and approved unanimously.

**5. Adjourn.**

Delores adjourned the Meeting at 7:05 PM.

