



**CEDAR HILL PUBLIC  
IMPROVEMENT DISTRICT #1**

**BOARD OF DIRECTORS MEETING  
High Pointe PID Board of Directors Meeting**

July 11, 2024

101 High Pointe Lane

6:30 pm

**MEETING MINUTES**

**Board Members Present:** Delores Shaw, Ruby Martin, Erin McClendon, Mark Stodola

**Board Members Absent:** Shomega Austin

**City Staff Present:** Jeanette Cosme, Rafael Reyes, Shawn Ray, Josh McLerran,

**Others in Attendance:** James Sulak, Mel Asuncion, Kavin Brown, Nedra Fain, Terrie Dixon, Althea Moses, Nicole Hall, Shirley Daniels, Tauncia Byrd

1. **Call the Meeting to Order** – Meeting was called to order at 6:30 PM
2. **Citizen's Forum** – A citizen asked for an update on the curb painting of house numbers. President Shaw gave an update.
3. **Business Items**
  - A. **Approve Board Minutes from the June 13, 2024, Meeting.** Minutes were approved without corrections.
  - B. **Receive Board Treasurers Report-Director Ruby Martin** Treasurers report was received.
  - C. **Rafael Reyes, Cedar Hill Interim Fire Chief** – Mr. Reyes gave a presentation on the Cedar Hill Fire Department with information about the outdoor warning system, Wildland Urban Interface, and various components of CHFD. There was a brief Question & Answer section at the end of the presentation.
  - D. **Shawn Ray, Director Parks & Recreation** – Mr. Ray discussed the updating plans for the park known as J.W. Williams. He gave an overview of what it would cost for this updating. He said it was \$400,000 and that this money was coming from a 2017 Bond approved by the voters. Mr. Ray asked the PID to donate money to help with this project. Josh McLerran, Director of the Cedar Hill Parks, asked that the PID consider funding the additional trash cans outside the parks. There are currently 16 cans outside the boundaries of the park, which the park department empties and maintains on a twice a week basis. His estimate for having a private vendor maintain these bins is



\$228 per week. There was a brief Question & Answer section at the end both presentations.

**E. Discuss PID Responsibilities** – President Shaw gave an overview of what the PID's primary duties:

- Landscaping/irrigation for the right of way on the mediums,
- Constructing & improving sidewalks
- Establishing and improving parks
- Xmas lighting
- Lighting Pole Banners
- Maintaining and improving the monuments as needed
- Promoting Public Safety

**F. Discuss and vote on the Mailbox Painting Mailbox Replacements** – A citizen made a continued concern of wet mail in their mailbox. Director Martin stated that the problem was probably due to the mailbox needing to be re-bolted down. Jeanette Cosme was to check with the post office to see if they would re- bolt the mailbox.

Mel Asuncion was hired by the board of directors to oversee the need for repainting and replacing additional mailboxes. His initial report indicated there were 136 mailboxes to be painted and 38 mailboxes which need to be replaced. Directors Mark Stodola and Erin McClendon, using the information that Mr. Asuncion provided, found there were only 124 mailboxes needing painting and 32 mailboxes to be replaced.

Director Ruby Martin moved that \$31,000 be approved for the painting of 124 mailboxes. The motion was seconded and approved unanimously.

Director Mark Stodola moved that we approve \$80,891.50 to replace 32 mailboxes. The motion was seconded and passed unanimously.

**4. Adjourn** – Meeting was adjourned at 7:50 PM.

Minutes prepared by Erin McClendon, Secretary CHPID #1

