

**PUBLIC WORKS DEPARTMENT**

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**CITY OF CEDAR HILL  
BEAUTIFICATION & ENVIRONMENTAL SUSTAINABILITY BOARD  
MEETING MINUTES  
THURSDAY, JULY 18, 2024**

The Beautification & Environmental Sustainability Board met on Thursday, May 16, 2024, at 6:00 p.m. in the CHISD Conference Room of the Cedar Hill Government Center. The following Board members were present: Troy Bacon, Terrie Brooks, Lisa Lathon-Brooks, Patricia Diaz, Stacey DuVal, LaTambra Gibson, Brian Hart, Sylvia Johnson, Robert Largent, Nikita Russell, Dr. Lester Singleton, and Carol Sosebee. Lisa Lathon-Brooks arrived at 6:10 p.m.

The following City staff members were present: Max Best, Lauren Betz, Stacey Graves, and Marie Watts.

**I. Call meeting to order**

Hart called the meeting to order at 6:00 p.m.

**II. Approve minutes of May 16, 2024 meeting**

Gibson motioned to approve the minutes of the May 16, 2024 meeting. Singleton seconded the motion. The motion passed unanimously.

**III. Citizen's Forum**

Hart opened the Citizen's Forum. No comments were received. Hart closed the Citizen's Forum.

**IV. Presentation on Commercial Code Enforcement in Cedar Hill**

Stacey Graves, Director of Development Services, introduced herself and Max Best, Code Enforcement Officer. Best presented a PowerPoint about Commercial Code Enforcement in Cedar Hill including the most common inspection items and reporting issues through the MyCedar Hill mobile application. Graves then discussed the Commercial Property of the Month program, which was a previous program through Keep Cedar Hill Beautiful, which spotlighted commercial properties that exemplified overall property upkeep and beautification.

BES Board members asked if neighboring cities had grants for businesses or other programs to beautify commercial properties. BES Board members requested that a brainstorming session for programs through the end of the year be held as part of their August meeting. Betz will provide information about annual events at the August meeting to help facilitate the discussion.

**V. Update on Community Garden**

Betz told the Board that seven (7) plots in the community garden have been reserved, and staff is waiting to hear back from a few current and previously waitlisted gardeners. Betz also shared the flyer for the fall planting party. In order to promote the community garden, Betz said she would request that the community garden flyer be posted on the library's digital billboard and the City's social media accounts.

Board members Sosebee, Russell, and Gibson said they would reach out to Big Johns to see if they would donate plants for the BES Board's plot to showcase native plants. Sosebee also discussed educational opportunities the Board could facilitate.

Johnson said she would reach out to the Boy Scouts about volunteer opportunities. Betz said she is working to reach out to the Cedar Hill High School Horticulture Club about having a plot and/or volunteering with the BES Board.

**VI. Staff Report**

Betz announced Colten Richardson was hired as the Environmental Specialist.

Betz said she would reserve a table for the BES Board at the annual Country Day on the Hill event, Saturday, October 12<sup>th</sup>. Betz also identified November 9<sup>th</sup> as a potential date for a fall beautification day, which would combine the fall cleanup with an activity such as a habitat restoration at a preserve or privet removal in conjunction with the Parks & Recreation Department.

Singleton requested that the election of a Chair and Vice Chair of the BES Board be put on the August BES Board agenda.

**VII. Adjourn**

Gibson motioned to adjourn the meeting. Absent dissent, the meeting adjourned at 7:00 p.m.