

**MINUTES**  
**Historic Downtown Advisory Board**  
**Meeting Minutes of October 28, 2019**

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*The Historic Downtown Advisory Board of the City of Cedar Hill, Texas, met Monday, October 28, 2019, at 6:00 pm. In the Administration Conference Room of the Cedar Hill Government Center, 285 Uptown Blvd., Cedar Hill, Texas.*

*The following members were present: Al Armistead, Albert Mack, Matthew Chappel, Randy Moon, Norman Patten, Kenna Prior, Chelsey Randel and Hannah Tyler. Christopher Haley was absent with prior notice. The following City staff members were present: Russell Read, Director of Customer and Visitor Experience, Patty Bushart, Tourism Marketing Manager and Michelle Hernandez, CVE Coordinator.*

**I. Call the Meeting to order.**

Vice-Chair Albert Mack called the meeting to order at 6:01 pm declaring it an open meeting with notice of the meeting duly posted and a quorum present.

**II. Approve the Minutes from the September 30, 2019 Regular Meeting.**

A motion was made by Norman Patten, seconded by Albert Mack, to approve the minutes of the September 30, 2019 Regular Meeting. The motion was approved unanimously.

**III. Update and next steps of Downtown Complete Streets Master Plan.**

- Final comments for the plan are due on October 31<sup>st</sup>
- City Council held a workshop on the plan and discussed the phased rollout. The construction plan for phase one will be completed based on City Council feedback.
- Final approval for the master plan will occur at the December 10, 2019 City Council Meeting. There is a briefing planned before the council meeting.

Board members were advised that there would be no more revisions or comments presented to Historic Downtown Advisory Board. Board members are still concerned that the HDAB will not be able to comment on wayfinding and signage based on the viewings of the renderings at Country Day. The Board also desires some input on the proposed pavilion, lighting, and Pioneer Park renovations before finalizing the plan. Currently there are no plans to return to the HDAB for additional comments.

**IV. Election of Officers**

A motion was made by Randy Moon to nominate Hannah Tyler as new Chairperson, seconded by Norman Patten. The motion passed unanimously.

Al Armistead nominated Albert Mack to remain as Vice-Chair of the Board, seconded by Kenna Prior. The motion passed unanimously.

**V. Reports from Historic Downtown staff.**

- Due to the holidays, the next regular meeting for November and December will be held on December 16<sup>th</sup> at 6pm
- Planapalooza™ for the Downtown Complete Streets Master plan will be held from December 4-11, 2019.
- Holiday on the Hill in Historic Downtown will be held on December 5<sup>th</sup> from 6pm-8pm.
- Cedar Hill will be hosting a film crew and be the main location for the motion picture Game Chasers. The film is a feature-length scripted comedy film around two people as they go on the road to track down a childhood gaming relic.

**VI. New Business**

Holiday decor for Historic Downtown and surrounding area will begin on either November 29<sup>th</sup> or 30<sup>th</sup>.

**VII. Citizens' Forum**

Staff discussed with Board the addition of the Citizens' Forum to the regular meeting agendas. According to HB-2840, the bill requires each member of the public who desires to address the body regarding an item on an agenda for an open meeting of the body to address the body regarding the item at the meeting before or during the body's consideration of the item.

**VIII. Review Action Items**

No action items for next meeting

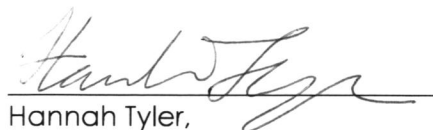
**IX. Adjourn.**

Hannah Tyler adjourned the meeting at 6:37 pm.

ATTEST:



Michelle Hernandez  
CVE Coordinator



Hannah Tyler,  
Historic Downtown Board Chair