

**MINUTES**  
**Historic Downtown Advisory Board**  
**Regular Scheduled Meeting August 23, 2021**

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*The Historic Downtown Advisory Board of the City of Cedar Hill, Texas, met Monday, August 23, 2021 at 6:00 pm in the 4<sup>th</sup> Floor Administrative Conference Room, at 285 Uptown Boulevard, Cedar Hill, Texas 75104.*

*The following members were present: Al Armistead, Jake Shepperd, Chelsey Randel, Kenna Prior, Norman Patten, Hannah Tyler, Matthew Chappel. The following City staff members were present: Russell Read, Director of Customer and Visitor Experience and Christy Harris, CVE Coordinator. The following members were absent with prior notice: Christopher Haley and Britainie Nelson.*

**I. Call Meeting to Order**

- Chairperson Hannah Tyler called the meeting to order at 6:04 pm, declaring it an open meeting with notice of the meeting duly posted and a quorum present.

**II. Citizens' Forum**

- No citizens were in attendance.

**III. Approve the Minutes of the July 26, 2021 Regular Meeting and August 16, 2021 Special Called Meeting**

- A motion was made by Chelsea Randel to approve the minutes from July 26, 2021. Al Armistead motioned to replace the word "truck" instead of the word "sound" ordinance and switch the decibel amounts in the July 26<sup>th</sup> minutes. Chelsea Randel seconded the motion. The motion was approved unanimously.

**IV. Consider and take action on the building façade and elevations (Cedar Hill Food Pantry) on property zoned Old Town Corridor, located generally at the southeast corner of Houston Street and Cooper Street with the approximate address being 403 Houston Street. Property Owner/Applicant: Jerry D. Gregory, Cedar Hill Food Pantry**

- The patio is currently enclosed with tarp and Jerry Gregory requested suggestions on permanent material for the property exterior.
- Norman Patten motioned to approve the enclosure with the use of Hardy board. Kenna Prior seconded the motion. The motion was approved unanimously.

**V. Community Policing Discussion: Speaker, Chief Reyes**

- PACT is the "Police and Community Team" in Cedar Hill. This organization allows Cedar Hill to have a full-time community policing team. PACT currently has 5 officers dedicated to community policing. They act as liaisons for non-emergency issues.
- Citizens Police Academy (CPA) allows citizens who are part of the CPA Alumni association to become eligible participate in Citizens on Patrol. They are volunteers.
- The City has 5 Beats in which each beat is categorized by call volume. There are two night and two-day shift officers assigned to each Beat.

- The Neighborhood Walk program is led by the PACT team. They assign 5 teams that includes council members, city management, department leaders and employees. Teams go and take notes at each address regarding concerns within the community. Action items must be completed within 60 days. Most council members, including the Mayor, attend every Neighborhood Walk.
- "Crime Map" data is shared between Duncanville, Desoto, and Cedar Hill and can be found on the City website.
- There are two Citizens on Patrol patrolling at one time. PACT teams present to neighborhood crime watch groups. There are annual reports available for the public to view.
- Homelessness: Cedar Hill officers receive a minimum 40 hours of training on mental health.
- Residents are advised to either avoid or warn others if a homeless person is experiencing a mental health crisis.
- The Community Camera Registration Program is designed for residents and businesses who have outdoor security cameras, to register their address as a camera location. The online reporting tool can be used to report minor crimes

## **VI. Downtown Complete Streets Phase 1 and Phase 2 update – Memo attached**

### **a. Landscaping Phase I**

- Trees and grass are all that's included in Phase 1.

### **b. Discussion on Phase III**

- No update. Phase II design phase must be completed before Phase III can be discussed.
- First Baptist Church signed the 1<sup>st</sup> round of easements.

## **VII. Update on Noise Ordinance**

- Planning is currently reviewing various noise ordinances.
- HDAB members will provide a recommendation regarding noise ordinance.

## **VIII. Downtown Coordinator Position Update**

### **a. Not Approved in City Budget**

- The Downtown Coordinator Position will be resubmitted to City Council next year.

## **IX. Chamber of Commerce: Farmers Market**

- HDAB is permitted to have a booth and will do so when the weather gets cooler

## **X. Update on Truck Ordinance**

- The Commercial Motor Vehicles Team can assist with big trucks in Downtown.
- Truck ordinance falls underneath Public Safety.
- It is advised to report all big trucks to non-emergency reporting site.
- The Visit Cedar Hill team will draft a recommendation for a truck ordinance submission for the next HDAB meeting.

**XI. Staff Reports**

- Jessica’s Flowers stated that the property awning will be completed by the September HDAB meeting.
  - They received necessary permits and is now moving forward.
- The Cedar Hill Latin Fest and Murals and Banners Program were approved to be funded.

**XII. Review Action Items**

- HDAB members will provide a recommendation regarding the noise ordinance in a future meeting.
- Recommendation for safety committee will be drafted by tourism team, by next meeting.
- Christy will ask Belinda about election of officers.

**XIII. Adjourn**

- Chairperson Hannah Tyler adjourned the meeting at 7:39 PM.

ATTEST:

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Christy Harris  
CVE Coordinator

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Hannah Tyler  
Historic Downtown Board Chair