

MINUTES
Historic Downtown Advisory Board
Regular Called Meeting, May 23, 2022

The Historic Downtown Advisory Board of the City of Cedar Hill, Texas, met Monday, May 23, 2022, at 6:00 at the Cedar Hill Chamber of Commerce, 300 Houston St, Cedar Hill, TX 75104.

The following members were present: Chelsey Randel, Kenna Prior, Hannah Tyler, Norman Patten, Britainie Nelson, Al Armistead, and Matthew Chappel. The following City staff members were present: Russell Read, Director of Experience, and Michelle Hernandez, Destination Marketing Manager. The following members were absent with prior notice: Christopher Haley.

I. Call Meeting to Order

- Chairperson Matthew Chappel called the meeting to order at 6:02 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 from the April 25, 2022 Regular Meeting

- Norman Patton motioned to approve the April 25, 2022 minutes with modifications that included Jake was present in the meeting and correct Matt's last name in Regular Meeting Minutes. Jake Shepherd seconded the motion. The motion was unanimously approved.

IV. Presentation of the Customer Self Service System: Presented by Stacey Graves and Gail Lux

- Stacey and Gail were not able to be in attendance. Presentation would be moved to the next meeting in June. Al Armistead made a motion to move the presentation to the next meeting and Chelsea Randel seconded the motion. The motion was unanimously approved.

V. Complete Streets Update

- All underground utilities work (water, sewer, etc) have been moved and completed. SYB Construction de-mobilized two and a half weeks before. Franchises such as Oncor and Spectrum have been working to install their electrical and cabling infrastructures.
- SYB has been working to begin mobilizing again and work on the streetscape on Broad by the First Baptist Church.
- The city is waiting for the Lakes to get permits signed and then there will be planning for the Block Party and ribbon cutting for the various projects in Phase 1 approximately a month later, pending the phase they are in their construction permit process.

- Al Armistead presented a copy of the Complete Street concept plans to compare with the actual construction that is completed. Construction, to this point in time, has carried over the Phase 1 concept plans with what has been completed in actual construction work.

VI. Review of street section F3-F4 on Texas Street

- Al Armistead discusses the inclusion of Patten's Barn in relation to the Complete Streets concept plans. He was requesting to know who to speak to regarding making the sidewalks wider to about 10ft. Russell indicated that the measurements in the plans are minimums. The area in discussion is in Phase 3, which is a phase that has no designs at this moment. There is concern that the minimum measurements would not be sufficient for the sidewalks on Texas St, it was discussed that would be better to have the 47ft that is available with as much sidewalk as possible.
- Discussions were also made regarding the trail that would come from highway 67, but there has not been a decision as to where it will cross through historic downtown.

VII. Texas Street Permit Status

- No update currently.

VIII. Truck Ordinance Update

- Ordinance is still in process, no update currently.

IX. Mural Art Update

- Staff updated with follow-up from meeting with Johnston Products and indicated that it would require actual an CAD design plan and that we are looking at adding lighting on the art installation. Staff is also working to meet with another vendor as well for quoting. Updates will be made to Board as new information is learned.

X. Staff Reports

- Library Groundbreaking event will be held on July 9th on Pioneer Trail.
- City Council meeting on May 24th will have an item to approve the new developer for the hotel/convention center, Garfield Public/Private.
 - Developer is doing a new feasibility study to decide what would be the best size of convention center that should be built.
- Arrangements will be made to have Stacey and Gail present the online permit system at the next meeting in the Government Center on the 4th floor.

XI. New Business

- No new business at this time

XII. Review Action Items:

- Arrangements will be made to have Stacey and Gail present the online permit system at the next meeting in the Government Center on the 4th floor.
- Board to have questions ready for the permit system presentation by Stacey and Gail.

XIII. Adjourn – 6:54pm

ATTEST:

Michelle Hernandez
Destination Marketing Manager

Matthew Chappel
Historic Downtown Board Chair