

MINUTES
Historic Downtown Advisory Board
Regular Called Meeting, February 27, 2023

The Historic Downtown Advisory Board of the City of Cedar Hill, Texas, met Monday, February 27, 2023, at 6 p.m. at the Cedar Hill Government Center, 285 Uptown Blvd, Cedar Hill, TX 75104.

The following members were present: Chelsey Randel, Hannah Tyler, Norman Patten, Christopher Haley, Jake Shepherd, Kenna Prior, Britainie Nelson, and Al Armistead. The following City staff members were present: Greg Porter, City Manager, Michelle Hernandez, Destination Marketing Manager, and Alison Ream, Assistant City Manager.

I. Call Meeting to Order

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

II. Citizen Forum

- No citizens spoke at Citizen Forum.

III. Consider approving minutes from the December 5 and January 23 meetings.

- Al Armistead made a motion to approve the minutes from the December 5 meeting. Britainie Nelson seconded the motion. The board voted to approve the minutes 5-0. Chelsey Randel, Jake Shepherd, and Norman Patton were not present for this vote.
- Christopher Haley made a motion to approve the minutes from the January 23 meeting. Kenna Prior seconded the motion. The board voted to approve the minutes 5-0. Chelsey Randel, Jake Shepherd, and Norman Patton were not present for this vote.

IV. Update on maintenance projects for Pioneer Park.

- Parks and Recreation Director Shawn Ray presented plans for upgrades to Pioneer Park. The board reviewed the proposed plans and provided feedback, asking staff to consider:
 - A digital kiosk option
 - Picnic tables
 - A permanent shade structure and/or shade umbrellas
 - Moving the light poles to maximize the space
 - Avoiding muhly grass in the pollinator bed
 - Design of the space to frame the Cedar Hill letters and create more layers, depth, and symmetry to the park
- The board also discussed the commemorative brick program in pioneer park. Staff noted that the bricks continue to be available for purchase, and there is an opportunity to update the program with Pioneer Park improvements that would be included in the second phase of Complete Streets.

V. Presentation and discussion on future phases of the Downtown Complete Streets Project.

- Tom Johnson, Public Works Director, presented information on the next phases of the Downtown Complete Streets Project. Public Works staff is working on the scope of work for design of Phase 2, which they expect to begin this year.

VI. Staff Reports

- Alison Ream, Assistant City Manager, reported on next steps on the board's discussion of opportunities and challenges. This item will be added on a future meeting agenda for further development of the board's priorities and goals.
- Michelle Hernandez, Destination Marketing Manager, presented concepts for street light pole banners. The board asked to see additional concepts, and board members were encouraged to submit ideas to staff in advance of the next meeting.
- Alison Ream, Assistant City Manager, asked that board members submit requested items to the chair for coordination.
- The board was invited to the annual board and commission appreciation dinner on March 30, 2023.

VII. Adjourn

- Vice Chair Hannah Tyler adjourned the meeting at 7:20 p.m.

ATTEST:



Alison Ream
Assistant City Manager



Matthew Chappel
Historic Downtown Board Chair