

**MINUTES
BOARD OF DIRECTORS
CEDAR HILL ECONOMIC DEVELOPMENT CORPORATION
Meeting of October 3, 2011**

The Board of Directors of the Cedar Hill Economic Development Corporation met at 6:00 p.m. on Monday, October 3, 2011 in the City of Cedar Hill Government Center, Administrative Conference Room, 4th Floor, 285 Uptown Blvd, Bldg. 100, Cedar Hill, Texas.

Directors Present: Vice President Bill Strock and Directors Dennis Brock, Michael Lemmon, Earl Wooten, Kenneth Govan, Lee Taylor and Chamber President Amanda Skinner

Directors Unable to be Present: President Jerry White and Director Johnny Wallace

Staff Present: Director Allison Thompson, Marketing, Events, and Business Retention Manager Michaela Dollar, and Executive Assistant Jean Dyer

1. Call the meeting to order:

Vice President Bill Strock called the meeting to order at 6:00 p.m., declaring it an open meeting, that a quorum was present, and that the meeting was duly posted.

2. Pledge of Allegiance: United States and Texas Flag

3. Invocation: President, Lee Taylor

4. Consent Agenda:

Items listed under the Consent Agenda are considered routine and are generally enacted in one motion.

The Board considered the following Consent Agenda item:

A. Consider approving the August 1, 2011 Regular Meeting Minutes

B. Consider the June and July 2011 Regular Meeting Minutes
- Benchmark/Incentive Status Reports

Vice President Bill Strock entertained a motion to approve the Consent Agenda items as submitted. Dennis Brock made a motion to approve the Consent Agenda as is, second by Michael Lemmon, and passed unanimously.

5. Oath of Office: Administered by Executive Assistant Jean Dyer

A. Directors:

(Ex-Officio) Chamber President Amanda Skinner

Assistant Dyer administered the Oath of Office to Ex-Officio Director Amanda Skinner

6. Citizens Forum:

- Presentation by Billie Ballengee: "Vote For Cedar Hill Kids"

Billie Ballengee handed out various items providing information on the Cedar Hill ISD Bond Election and Tax Rate Election on the November 8, 2011 Ballot. She reported on the PAC teams pro-active efforts to inform all residents and encouraged the Cedar Hill EDC board members, as citizens, to be advocates on the passing of these two proposals.

7. Presentation:

- State of the City Address by City Manager Alan Sims

City Manager Alan Sims presented a PowerPoint on the 2011-2012 Approved City Budget. He reviewed the projected revenues and expenditures for the general fund and other city funds.

- Boards and Commission Member Training – Cedar Hill Website

Executive Assistant Jean Dyer stated that the training on the website was self-explanatory and the Open Government Training videos from the Texas Attorney General's Office (Open Meetings and Public Information Act) were accessible from the City website at www.cedarhilltx.com. Once on the home page under City Services drop down to Administration/Boards and Commissions/Member Training that reflect the Training Modules. Ms. Thompson stated that the Open Meetings and Public Information Act sessions are required by law and that each session will take approximately 15 minutes. Ms. Dyer requested new member Lee Taylor to provide a copy of his certificate upon his completion.

8. Executive Session – Convene Executive Session pursuant to Section 551.087

Texas Gov't Code for deliberation regarding economic development negotiations:

(b) Deliberation of the purchase, exchange, lease or value of real property in accordance with section 551.072, V.T.C.A., Government Code, as amended;

Future Projects

Director Thompson stated that there was no Executive Session discussion. Being none Vice President Strock requested to proceed to Information Items.

9. Information Items:

A. Board Member Announcements & Updates:

Chamber President Amanda Skinner thanked the EDC for their sponsorship of the 1st Annual Caddyshack Open at Thorntree Country Club, October 17th at 11:00am in which Bill, Earl, Jerry and Johnny will represent the EDC. She mentioned Chamber Night Out is scheduled for Thursday, October 13th at Custom Eyes Vision with Dick's Uptown Café catering the event. Leadership Southwest Economic Development Day is Wednesday, October 19th in which the class will be touring Cedar Hill and Michaela Dollar will act as the tour host. The October Chamber Luncheon at Northwood University is scheduled for Thursday, October 27th with guest speaker Rhoda Savage Director of Parks and Recreation. She will unveil the Parks and Recreation Master Plan. The EDC is sponsoring a table..

B. Cedar Hill Business Park Property Owners Association (CHBPPOA) Report:

- 9/8/11 Annual Meeting Highlights

Michael Lemmon stated at the Annual meeting the association approved the 2011-2012 Budget and one of the items included was a security system. He personally met with one of the KRK Technologies project managers out at the business park to determine camera locations. He also mentioned repairs of crossties on the most Southern curve near MJB Wood Group where the rail needs to be lifted for proper elevation. He reported that PepWear has opened. Amanda stated that they are going to schedule a grand opening with the Chamber.

C. City Council July 2011: No Report

D. EDC Director's Report: Director Thompson reported the following:

- Announced that the EDC will be disseminating the Bylaws of the CHBPPOA – Jean handed out hard copies
- Reported that Michaela and she attended the North Texas Commercial Real Estate (NTCAR) Expo in which the EDC had a booth
- Dogwood Canyon Audubon opening
- Attended the North Texas CCIM Deal Making Session that is held twice a year in which top brokers report on each of their deal making opportunities
- Attended the Industrial Asset Management Council meeting. The EDC sponsored the Leadership and EDC received excellent exposure
- Attended sessions at the International Economic Development Council in Charlotte, NC - The changing metrics on the down economy
- Attended Leadership North Texas along with the Mayor Rob Franke which is part of the North Texas Commission. Attended the CoreNet Women's Conference in Frisco. The EDC was a sponsor and was a host in the reception suite. The learning sessions were held at Hewlett Packard Offices, the old EDS facility.
- Attended the Texas One Board meeting (the Governor's marketing arm) which is funded through membership dues from private entities and of chambers and municipalities. The Secretary of State with the Governor travels nationally and internationally promoting Texas. The speaker at the board meeting presented a Winning Strategies booklet and there most favorable business climate is Texas (49%) and the next closest was North Carolina at 26%. It was reported that 31% of Texas jobs were due to the Texas One Governor's Initiative. The EDC currently holds a Tier 3 Membership.
- As Public Sector Co-chair of the Texas Alliance program for the International Council of Shopping Centers will be in Garland talking about Public Private Partnerships Tuesday, October 4th
- Texas Economic Development Council Annual Conference this week Wednesday thru Friday in Fort Worth

E. Business Retention & Marketing Manager's Report:

Michaela highlighted the following from her submitted report:

- The number of businesses visited this past month, and elaborated on the BREP procedure in which Jean initially makes the contact with the business. In the near future a mailing will be sent to all local business that will include information about the Business Retention program, Community information and a letter addressing the business directory on the website that local businesses can take advantage of.
- Began planning the 2nd Annual Economic Development Forum on November 10th, which will include a group of Panelists to discuss the upcoming and ongoing projects in the city
- Redesign of the Cedar Hill EDC website soft launch
- Completed the 2011 Community Profile with the most current Demographics
- Sponsored the D CEO RealPoints Networking event, a diverse way of reaching the target audience
- Requested RSVP for the Dallas Regional Chamber Momentum Awards on October 12th at the Fairmont Hotel, 11:30 am – 2:00pm that will include lunch and an Expo
- Cedar Hill Chamber Golf Tournament
- Included pictures from the NTCAR event that Allison mentioned and pointed out the new back drop
- Previewed the new EDC website highlighting the Business Directory where businesses can create a login and edit their individual pages

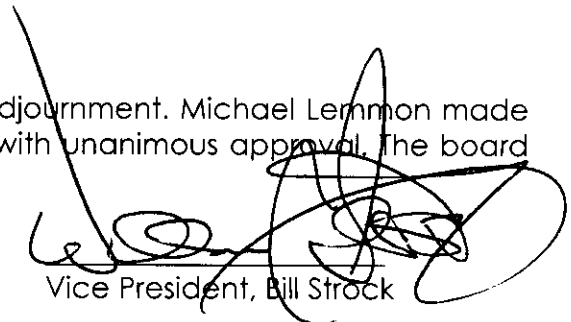
F. Executive Assistant Report: Asst. Dyer handed out mail

G. Next Board meeting:

ED Director Allison Thompson stated that the Agenda notes the November meeting is scheduled for the 2nd Monday (14th) but with business travel changes it could be moved back to the 1st Monday (7th). Vice President Bill Strock requested a vote and the majority were in favor of having the meeting on November 7th.


10. Adjourn:

Vice President Bill Strock requested a motion for adjournment. Michael Lemmon made a motion to adjourn, seconded by Dennis Brock, with unanimous approval. The board meeting adjourned at 7:50pm.



Vice President, Bill Strock

ATTEST:


Jean Dyer, EDC Executive Assistant