

MINUTES
CEDAR HILL ECONOMIC DEVELOPMENT CORPORATION
BOARD MEETING – APRIL 5, 2021

The Economic Development Corporation of the City of Cedar Hill, Texas conducted a meeting on Monday, April 5, 2021, at 6:00 p.m., by video conference.

1. Meeting called to order.

President Michael Lemmon called the meeting to order at 6:07 p.m. The agenda was posted with dial-in number for public access. Roll call attendance was conducted by President Michael Lemmon. The following Board Members were present: President Michael Lemmon, Vice President Shawn Quildon, Angela Berry-Roberson, Jan Blake, Randall Chase, Duane Dankesreiter, Andrew LeGrand, James Mauldin, and Jeff Powers. The Board Member that did not reply to roll call was Johnny Wallace.

Economic Development Staff present: Kim Buttram, Director; Andy Buffington, Assistant Director; and Louis Castillo, Specialist.

2. Pledge of Allegiance.

Recited the United States and Texas Pledge of Allegiance.

3. Invocation.

Invocation presented by Jeff Powers.

4. Public Comment/Citizen's Forum.

No requests were submitted.

5. Presentation.

- a. Anthem, LLC made a presentation regarding the Values, Vision, and Mission process presented during the Economic Development Strategic Plan Workshop held on Friday, March 5, 2021 from 9a.m. to 5p.m. and Saturday, March 6, from 9a.m. to 12:00p.m.

EDC Director, Kim Buttram, introduced Traci Donatto, Principal Consultant of Anthem, LLC and provided background information regarding the Economic Development Strategic Plan Workshop.

Ms. Donatto shared video taken at the end of the Workshop to provide a summary of the energy present which she characterized as vibrant, thoughtful, and engaging. The video was presented and lasted approximately two minutes. The format, process, and results

of the Workshop was explained in detail. Jeff Powers posed the question of whether this information is accessible to the public. Kim Buttram responded by explaining that development of a public access portal is in the works to allow the public/citizens to have access to this economic development information.

- b. Kim Buttram provided an update on the Complete Streets project and the preliminary design plans of the EDC parking area on Cedar Street.

6. Consent Agenda.

Items listed under the Consent Agenda are considered routine and are generally enacted in one motion. Any Board Member may remove items from the Consent Agenda for separate discussion or consideration.

- a. Considered approval of the March 1, 2021 Regular Meeting Minutes.
- b. Considered approval of the March 15, 2021 Special Meeting Minutes.
- c. Considered approval of the February 20, 2021 Financials.
- d. Considered action on resolution authorizing the President to execute a real estate sales contract and any all documents necessary to acquire property generally located at 722 Cedar Street, City of Cedar Hill, Dallas County, Texas.
- e. Considered action on resolution authorizing the President to execute a real estate sales contract and any all documents necessary to acquire the Patton's Barn property generally located at the southeast corner of Houston Street and Texas Street, City of Cedar Hill, Dallas County, Texas.

Board Member Shawn Quildon requested amendment of Agenda Item 6b on the Consent Agenda for correction of errors in Special Meeting Minutes dated March 15, 2021. The amount for project Front Store should be amended to reflect \$239,000.

President Michael Lemmon entertained a motion to approve the Consent Agenda with the amendment of Agenda Item 6b. Vice President Shawn Quildon made the motion to approve the Consent Agenda. The motion was seconded by Jan Blake. The vote was conducted by roll call vote through EDC President Michael Lemmon.

Whereas, the following Board Members submitted a 'YES' vote: President Michael Lemmon, Vice President Shawn Quildon, Jan Blake, Duane Dankesreiter, and James Mauldin. The motion passed.

7. Staff Report.

Kim Buttram informed the EDC Board that the Value, Vision and Mission group were given a "thank you" gift at the time of the Workshop. The group also received a thank you letter and packet for their binders received at the Workshop.

Andy Buffington thanked Kim and Louis for their hard work while working through the loss of family. Flowers were sent to Kim and Louis's families. Andy read thank you letters addressed to the Board from both Kim and Louis.

Louis Castillo reminded the Board of the upcoming webinar on the April 7, 2021. Louis informed the Board that the annual Comptroller's Report was filed.

8. Chamber Report

Randall Chase reported on the February and March Chamber business. He also informed the Board of the following events:

- a. The Par-Tee Golf Tournament hosted by the Chamber was a success. The winner of the tournament was the Economic Development Team.
- b. In partnership with the SBA, the Chamber will host a Small Business Certification Workshop on April 7, 2021 from 10a.m. until noon.
- c. The Chamber is partnering with its membership group to encourage more business membership with the Chamber via a membership drive on April 22, 2021.
- d. The Chamber will host a Business Live class on April 22, 2021.
- e. The Business on the Hill program has been reformatted to be more specific to networking on a strategic level. The first meeting will be on May 6, 2021.

Kim Buttram reported that the Chamber still has \$16,000 in revenue coming from the EDC which will complete \$100,000 loan.

9. Executive Session.

The EDC Board convened into Executive Session at 7:01p.m.

10. Reconvened into Open Session at 8:07p.m.

Consider action to be taken from Executive Session:

Direction for Staff: The Board directed EDC Staff to provide more detailed information on the total scope of **Project Three Musketeers** by the next Board meeting on Monday, May 3, 2021, if possible.

President Michael Lemmon entertained a motion regarding any item on Executive Session. Vice President Shawn Quidon made the following motion regarding **Project Outlier**: The Board gave approval to EDC Staff to spend up to \$250,000 for Project Outlier. The motion was seconded by James Mauldin. The vote was conducted by roll call through President

Michael Lemmon, Vice President Shawn Quildon, Duane Dankesreiter, Jan Blake, and James Mauldin. The motion passed.

President Michael Lemmon entertained a motion regarding any item on Executive Session. Vice President Shawn Quildon made the following motion regarding **Project Outlier**: The Board to approve the EDC Staff to spend up to \$250,000 for Project Outlier. The motion was seconded by James Mauldin. The vote was conducted by roll call through President Michael Lemmon, Vice President Shawn Quildon, Duane Dankesreiter, Jan Blake, and James Mauldin. The motion passed.

President Michael Lemmon entertained a motion regarding any item on Executive Session. Vice President Shawn Quildon made the following motion regarding **Project Posh**: The Board to approve the EDC Staff to accept the LOI for Project Posh regarding Lot 18 in the Business Park. The motion was seconded by Jan Blake. The vote was conducted by roll call through President Michael Lemmon, Vice President Shawn Quildon, Duane Dankesreiter, Jan Blake, and James Mauldin. The motion passed.

11. Board Comments.

Randall Chase stated he has no additional comments.

Kim Buttram informed the Board that she accepted a position as Director of Economic Development with the EDC in Mesquite, Texas. Her last day in Cedar Hill was April 16, 2021. She provided the City of Cedar Hill four weeks' notice of her departure as EDC Director.

Kim Buttram advised the Board that Andy Buffington will serve as Interim Director beginning April 19, 2021.

12. Adjourn.

President Michael Lemmon announced that the next EDC Board meeting will be held on Monday, May 3, 2021.

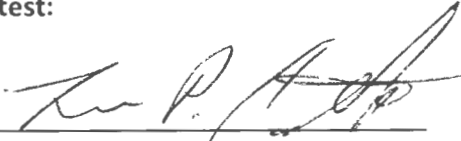
President Michael Lemmon entertained a motion for adjournment. Jan Blake made the motion to adjourn which was seconded by James Mauldin. The vote was conducted by roll call through EDC President Michael Lemmon. The following Board Members voted 'YES' to adjourn: President Michael Lemmon, Vice President Shawn Quildon, Duane Dankesreiter, Johnny Wallace, James Mauldin, Jan Blake, Andrew LeGrand, Jeff Powers, Randall Chase, and Angela Berry-Roberson. The meeting adjourned at 8:47p.m.

Approved:



Michael Lemmon, President

Attest:



Louis Castillo, Board Secretary