



## **Consent Agenda Item 20-0025**

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Consider approving the September 14, 2020, regular meeting minutes.

### **CHEDC REGULAR BOARD MEETING MINUTES FROM SEPTEMBER 14, 2020**

The Board of Directors of the Cedar Hill Economic Development Corporation held a virtual meeting by Zoom.

1. Call the meeting to order: President Michael Lemmon called the meeting to order at 6:01 p.m., the agenda being posted with dial-in numbers for public access.
2. Roll Call Attendance: President Michael Lemmon requested that EDC Secretary, Louis Castillo, call the roll for attendance. The following Board Members were present: President Michael Lemmon, Vice President Shawn Qildon, Duane Dankesreiter, Jan Blake, Jeff Powers, Randall Chase, James Mauldin, and Andrew LeGrand. Board Members that did not reply to the roll call: Johnny Wallace and Angela Berry-Roberson.

Staff Present: EDC Director Kim Buttram, Business Marketing and Research Manager Andy Buffington, Economic Development Specialist Louis Castillo.

3. Pledge of Allegiance: The United States and Texas
4. Invocation: Shawn Qildon
5. Recognize Board Member Johnny Wallace for 20 years serving on the EDC Board
6. Citizens Forum: No requests submitted for public comments.
7. Presentation was given by Hillwood representative Austin Reynolds, VP, Marketing and Business Development and Kayla Welsch, Development Director at Hillwood. The EDC Board was able to ask questions that Austin Reynolds answered
8. Consent Agenda: Items listed under the Consent Agenda are considered routine and are generally enacted in one motion. Any board member may remove any item from the Consent Agenda for separate discussion and consideration.

- a. Consider August 3, 2020, regular meeting minutes.
- b. Consider the July 2020, Financial Report.

President Michael Lemmon entertained a motion regarding the Consent Agenda. Motion: James Mauldin made the motion to approve the Consent Agenda; the motion was seconded by Vice President Shawn Quildon. The vote was conducted by roll call vote through EDC Secretary, Louis Castillo, whereas the following members submitted a 'YES' vote: President Michael Lemmon, Vice President Shawn Quildon, Duane Dankesreiter, James Mauldin. Board Member Jan Blake had technical difficulty.

9. Executive Session: EDC Board convened into Executive Session at 6:55 p.m.

Roll Call Attendance: President Michael Lemmon requested that the EDC Secretary, Louis Castillo call the roll for attendance. The following Board Members were present: President Michael Lemmon, Vice-President Shawn Quildon, Duane Dankesreiter, James Mauldin, Jan Blake, Jeff Powers, Randall Chase, Andrew LeGrand and Angela Berry-Roberson. Board Member Johnny Wallace had technical difficulties.

10. Reconvene into Open Session at 7:45 p.m.: No action taken.

11. Cedar Hill Strong Grant/Loan Program Update: Director Kim Buttram gave an overview of the Cedar Hill Strong Program; The EDC contractors were to be introduced to the EDC Board but was not due to technical difficulties, Kim gave an overview of the involvement of the support staff. The first wave of payments has been issued and the support staff and the EDC Board members who helped on the committee are the ones that made this program a success.

12. Economic Development Staff Report: Director Kim Buttram Informed the EDC board regarding the Sales tax projection update from our finance director for our 2020 fiscal year will come in at 98.7% of our projected budget. Louis Castillo made mention of the North Texas Commission Luncheon that will be held on Tuesday, September 15, 2020, Louis will be sending out an email for any board member who would like to attend. Andy Informed the EDC board that we are still in the process of finalizing the calendar.

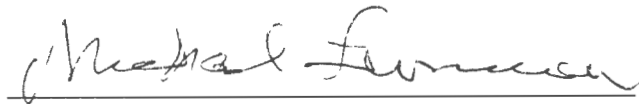
13. Cedar Hill Chamber Monthly Report: Randall Chase gave an update on the following
  - The Roof repair has been done on the Chamber Building.
  - The Bold Business Convo's will be starting soon that will have reginal business representative participating.
  - Chamber will be hosting a strategic retreat that will be held on September 18. 2020, Kathy Hight will be coming in to moderate the meeting from 8am to 2:30pm.
  - The Chamber will also be hosting a downtown movie event that will bring more visitors to the downtown area.

- The Chamber will be hosting the annual Gala virtually sometime in October.
- Randall gave a review of the funds that the Chamber has spent.
- The Ignite program is being developed at this time and will be held sometime in the future.
- Also, the Chamber is partnering with the CHISD, specifically working on the Explorers program to help students work in an intern program.
- The Chamber is working on updating their current hardware and software technology.

14. Cedar Hill Business Park Property Owners Association (CHBPPOA): The Business Park virtual meeting was held on Thursday, September 10, 2020, Louis Castillo gave a review of the meeting.

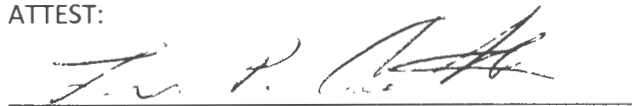
15. Next Board Meeting: President Michael Lemmon announced that the next EDC Board meeting will be held on Monday, October 5, 2020

16. Adjourn: President Michael Lemmon entertained a motion for adjournment. Jan Blake made a motion to adjourn, seconded by Vice President Shawn Quildon. The vote was conducted by roll call through EDC Secretary Louis Castillo. The following members voted 'YES' to adjourn: President Michael Lemmon, Vice President Shawn Quildon, Duane Dankesreiter, Angela Berry-Roberson, Jan Blake, Jeff Powers, Andrew LeGrand, Randall Chase, and James Mauldin. Johnny Wallace had technical difficulties and did call in after the meeting.



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President Michael Lemmon

ATTEST:



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Louis P. Castillo  
Board Secretary