



MINUTES
Downtown Advisory Committee
Monday, May 20, 2024

1. Call to Order / Roll Call.

The meeting was called to order at 5:30 p.m.

Committee Members Present:

Chris Wardlaw, Chair
Mike Pettis
Mike Lopez
Gavin Hernandez

Committee Members Absent:

Melissa Randle, Vice-Chair
Grant Mendeljian
Trovette Tottress

Councilmembers Present:

Marcus Ray
Chris Kern
Cameron Reeves

Staff Members Present:

Mario Canizares, Town Manager
Robyn Battle, Executive Director
Chuck Ewings, Assistant Town Manager
David Hoover, Development Services Director

2. Consider and act upon the minutes from the May 6, 2024, Downtown Advisory Committee meeting. (RB)

Mike Pettis made a motion and Mike Lopez seconded the motion to approve the May 6, 2024, minutes. The minutes were approved unanimously.

3. Comments from the Public.

There were no comments from the public.

4. Presentation from the Prosper Historical Society on the Downtown Historical Markers Project. (RB)

Donna Elliott and Christy Kreger with the Prosper Historical Society (PHS) presented information on potential locations for historical markers in Downtown Prosper. They also presented a proposed design for a marker and recommended including a QR code that would provide more information about each location. The PHS members will leave it to the Downtown Advisory Committee to determine which locations should receive a marker, whether the marker should be on the building or mounted on a pole near the building, and

the length and wording of each description. The Committee discussed the possibility of an audio tour to accompany each marker and GIS links to create a self-guided walking tour map of the Downtown historical markers. The walking tour maps could be printed and available for distribution at downtown businesses.

The Committee members decided to table this discussion to the June 3, 2024, DTAC meeting.

5. Update and discussion on Downtown Improvement Projects.

a. Lighted Bollards (CE)

Mr. Ewings presented additional information on the lighted bollards for the Downtown walkway. He notified the Committee that the lights on the bollards can be adjusted to be as dim or bright as needed. He is recommending two light poles be installed along the walkway between the Town Hall parking lot and Broadway Street, in addition to the lighted bollards in the Town Hall parking lot. The total cost of the project is estimated at \$69,500. The Committee agreed with the proposal. Mr. Ewings will bring forward a proposed contract at a future Town Council meeting.

b. Logo Competition (RB)

Ms. Battle review the four finalists for the Downtown Logo Competition. The Town's Communications Specialist worked with each student to develop revisions to each design as requested by the Committee.

The Committee members decided to table this discussion to the June 3, 2024, DTAC meeting.

c. Other updates from staff

Mr. Ewings notified the Committee that he is meeting with a vendor this week to look at additional options for lighting the silos.

Mr. Ewings also notified the Committee that the painting of the light and sign poles is almost finished.

Ms. Battle notified the Committee that a proposal has been returned from Olsson Studios regarding the Downtown Archways project and additional information will be presented at the next DTAC meeting.

d. Review/Discussion on Downtown Project List

This Committee would like to move forward with the outdoor wireless sound system. Ms. Battle will work on developing a Request for Proposals for this project.

6. Requests for future agenda items.

There were no additional requests for agenda items.

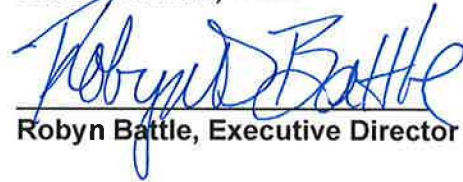
7. Adjourn.

The meeting adjourned at approximately 6:47 p.m. on Monday, May 20, 2024.

These minutes were approved on Monday, June 3, 2024.

A handwritten signature in black ink, appearing to read "Chris Wardlaw", written over a horizontal line.

Chris Wardlaw, Chair

A handwritten signature in blue ink, appearing to read "Robyn Battle", written over a horizontal line.

Robyn Battle, Executive Director