

1. Call to Order / Roll Call.

The meeting was called to order at 5:42 p.m.

Committee Members Present:

Chris Wardlaw, Chair
Melissa Randle, Vice-Chair
Mike Pettis
Mike Lopez
Gavin Hernandez

Committee Members Absent:

Don Perry
Grant Mendeljian
Trovette Tottress

Councilmembers Present:

Chris Kern
Amy Bartley

Other Participants Present:

Teague Griffin, Brown & Griffin
Brennan Kane, Olsson Studio
Chris Cahalan, Olsson Studio

Staff Members Present:

Mario Canizares, Town Manager
Robyn Battle, Executive Director
David Hoover, Development Services Director
Lindy Higginbotham, Senior Engineer
Dan Baker, Parks and Recreation Director

2. Presentation by Olsson Studio and discussion on the Downtown Monumentation Project. (RB)

Mr. Cahalan and Mr. Kane presented the final conceptual designs for the Downtown Monumentation project. Several elements were added per the recommendations from the DTAC at the last meeting, including narrowing the base of the monuments at Main and Broadway, and adding "Downtown Prosper" to the back of the monument at Broadway and Coleman. The Opinion of Probable Cost for each monument is as follows:

Primary Gateway (Broadway and Main)	\$407,110
Secondary Gateway (3 Corners)	\$438,350
Icon (Silo)	\$703,120
<u>Tertiary Gateway (4 columns)</u>	<u>\$116,490</u>
Total – All Monuments	\$1,665,070

The Committee inquired about avoiding the construction on Coleman with the widening project. It is possible that the monument could be moved to the west. There will be a

significant grade change at the intersection that will need to be accommodated. The Committee recommended incorporating the Primary Gateway monument into the Coleman widening design, which will be bid out in 2026 with construction to start in 2027.

Construction time for all monuments should take approximately 2-4 months. Development of Construction Documents should take approximately 3 months.

The Committee discussed the monumentation project costs in comparison to the Downtown Monument at Broadway and Preston and the Gateway Monument at US 380 and Preston Road.

3. **Consider and act upon approving the Downtown Monumentation Master Plan (RB)**
4. **Consider and act upon a recommendation to enter into a contract with Olsson Studio for the preparation of Construction Documents for the Downtown Monumentation Project. (RB)**
5. **Consider and act upon a recommended phasing plan for the Downtown Monumentation Project. (RB)**

Mr. Wardlaw opened Items 3-5 concurrently. Melissa Randle stepped away from the meeting.

The Committee asked whether the Primary Gateway could be duplicated at another intersection. The consultants said it could, but the design would need to be adjusted for soil, grading, etc.

Mike Pettis made a motion and Gavin Hernandez seconded the motion to approve the Downtown Monument Master Plan as presented, and to enter into a contract with Olsson Studio for the preparation of Construction Documents for the family of monuments within the Downtown Monumentation Project. The motion was approved 3-0.

Melissa Randle returned to the meeting.

The Committee discussed a phasing plan for the monuments.

Mike Pettis made a motion and Melissa Randle seconded the motion to recommend the following phasing plan for the Downtown Monumentation project:

1. Construction of the Icon (Silo) monument and the Secondary Gateway (3 corners at Broadway and Main Street) should be constructed first; and,
2. Construction of the Primary Gateway monument at Broadway and Coleman should be incorporated into the Coleman Street widening project; and,
3. Tertiary monuments should be constructed on the north side of Broadway near the intersections of Crockett and McKinley, with lanterns to match the existing street lights on Broadway; and,
4. An additional Primary Gateway Monument should be constructed at First and Main in conjunction with the widening of First Street; and,
5. A monument within the future roundabout at First Street and Coleman should be constructed at a later date as a stand-alone project that is similar in style to the Downtown Monumentation.

The motion was approved unanimously.

6. **Comments from the Public.**

There were no comments from the public.

7. Consider and act upon the minutes from the August 5, 2024, Downtown Advisory Committee meeting. (RB)

Mike Pettis made a motion and Gavin Hernandez seconded the motion to approve the minutes from the August 5, 2024, Downtown Advisory Committee meeting. The motion was approved unanimously.

8. Update and discussion on Downtown Improvement Projects.

a. Updates from staff

b. Review/Discussion on Downtown Project List

The Committee decided to remove the lease agreement item from the Downtown Project List and recommended the Council CIP Subcommittee consider using Capital Dedicated Funds to fund the parking lot and ally paving behind the EDC building.

9. Requests for future agenda items.

There were no requests for future items.

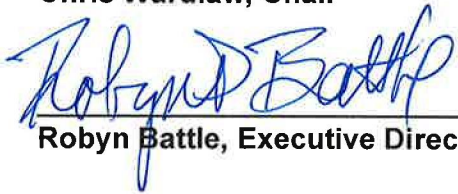
10. Adjourn.

The meeting adjourned at 7:14 p.m. on Monday, August 19, 2024.

These minutes were approved on Monday, September 16, 2024.



Chris Wardlaw, Chair



Robyn Battle, Executive Director