

1. Call to Order / Roll Call.

The meeting was called to order at 5:34 p.m.

Committee Members Present:

Chris Wardlaw, Chair
Melissa Randle, Vice-Chair
Matt Nohr
Don Perry
Gavin Hernandez
Teague Griffin
Iris Meneley

Committee Members Absent:

Charles Cotten
Mike Pettis

Staff Members Present:

Mario Canizares, Town Manager
Robyn Battle, Executive Director
Chuck Ewings, Assistant Town Manager
David Hoover, Development Services Director
Todd Rice, Director of Community Engagement & Experiences

2. Consider and act upon the minutes from the December 1, 2025, Downtown Advisory Committee meeting. (RB)

Teague Griffin made a motion and Matt Nohr seconded the motion to approve the minutes from the December 1, 2025, meeting. The motion was approved unanimously.

3. Citizen Comments..

There were no comments from the public.

4. Email Security Discussion and Training. (LJ)

This item will be postponed to a future meeting.

5. T-Mobile Hometown Grant Application. (RB)

Ms. Battle updated the Committee on the T-Mobile Hometown Grant opportunity, which is available through the Town's Main Street American membership, for the Downtown Monumentation Project. She provided an overview of the grant eligibility requirements and application process. The grant application for an award of up to \$50,000 was submitted prior to the December 31, 2025, deadline and, if awarded, the Town should receive notification by the end of February. Letters of support for the grant application were obtained from Chad Gilliland, President of the Prosper EDC Board of Directors, Chris Wardlaw, Iris Meneley, Teague Griffin and Councilmember Cameron Reeves.

6. Update and discussion on Downtown Improvement Projects.

a. Downtown Plaza (RB)

Ms. Battle informed the Committee that Plaza is substantially complete and the lights were installed in time for the Christmas Festival. All that remains is some additional drainage work on the site.

b. Additional Parking at EDC, Broadway, McKinley (CE)

Mr. Ewings informed the Committee that bids for the project have been received and the bid award is expected to occur on January 27. A couple of utility poles still need to be removed, and the contractor for the project is expected to mobilize in late February or early March.

c. Historical Markers (RB)

Mr. Rice informed the Committee that updates are still being made to the website and a vendor has been identified to do the installation sometime in February. A dedication ceremony will be scheduled after the markers are installed.

d. Downtown Monumentation (RB)

Ms. Battle informed the Committee that the bid opportunity has been advertised and is now open. Bids are due on January 22, at which time they will be reviewed and scored by an evaluation team made up of Town staff.

7. Project Idea Survey. (RB)

Ms. Battle reminded the Committee about the survey link and encouraged everyone to submit their ideas.

8. Social Media Campaign Update. (TR)

Mr. Rice noted that the first video was released in December, with additional videos planned as needed. Future topic ideas include the Downtown Monumentation Project, the Historical Marker Dedication Ceremony, and a calendar of Downtown Events.

9. Requests for future agenda items.

- A long-term plan for the DTAC
- Collaboration with the Prosper EDC
- Support for 1902 Grand Opening

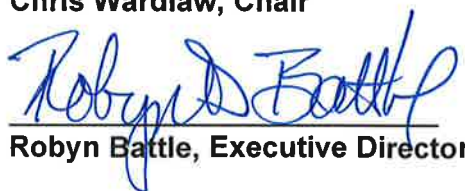
10. Adjourn.

The meeting was adjourned at 6:47 p.m. on January 5, 2026.

These minutes were approved on February 2, 2026.



Chris Wardlaw, Chair



Robyn Battle, Executive Director