

**1. Call to Order / Roll Call.**

The meeting was called to order at 5:32 p.m.

**Committee Members Present:**

Chris Wardlaw, Chair  
Melissa Randle, Vice-Chair  
Gavin Hernandez  
Mike Pettis  
Matt Nohr  
Iris Meneley  
Don Perry  
Megan Brandon

**Councilmembers Present:**

Chris Kern  
Marcus Ray  
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 October 21, 2024, Downtown Advisory Committee meeting. (RB)**

Matt Nohr made a motion and Gavin Hernandez seconded the motion to approve the minutes from the October 21, 2024, Downtown Advisory Committee meeting. The motion was approved unanimously.

**3. Comments from the Public.**

There were no comments from the public.

**4. Update from the Prosper Economic Development Corporation. (DP)**

Mr. Don Perry, DTAC member and Prosper EDC Member, updated the Committee on projects the EDC has undertaken over the past two years in Downtown Prosper, including right-of-way acquisition for the First Street Widening Project, and an 80-space parking lot behind the new building where Blackhawk Brewery and The Tavern are located. The EDC has also funded the shared dumpster enclosure and shared mailbox located in the Town Hall parking lot, and contributed \$25,000 to support events in Downtown. The EDC has strategically worked to acquire property in the Downtown area to help support development projects and align contiguous properties with the goal of creating a vibrant downtown. When asked how the EDC solicits and selects projects, Mr. Perry replied that the EDC uses the Downtown Master Plan as a guide.

Ms. Battle informed the Committee that the Prosper EDC Board is still open to funding projects in the Downtown area. They would prefer to support a particular project, rather than combine the funds with those already allocated by the Town Council. The Committee agreed by consensus to formally request the Prosper EDC Board to help fund all or a portion of the paving project behind the EDC Building. Ms. Battle will request to appear at a future EDC Board meeting to make the request.

**5. Update and discussion on Downtown Improvement Projects.**

**a. Paving on lot behind EDC (CE)**

Mr. Ewings reported there is no change on this project. It is still under design.

**b. Lighted Bollards (CE)**

Mr. Ewings informed the Committee that electrical work is expected to begin in December. There is an 8-10 week lead time for delivery of the bollards.

**c. Stained Walkway (CE)**

Mr. Ewings reported that preparation work has begun on the walkway and the staining should occur soon after that.

**d. Benches (DB)**

Two new benches have been installed on the south side of Town Hall. The benches intended for the walkway will be installed after the staining project is completed.

**e. Electricity and Tree Lights on Main Street (DB)**

The project is almost complete, except for the installation of the lights in the tree wells. Town staff worked with the contractor for the tree lights on Broadway and replaced some lights. Staff also repaired some GFCI outlets that were faulty. The Town has already contracted with a vendor to add tree lights on Main Street.

**f. Wireless Outdoor Sound System (RB)**

Ms. Battle informed the Committee that one company has requested a site visit to gather information. No other bids or inquiries have been received to date.

**g. Review/Discussion on Downtown Project List**

Ms. Battle reviewed the overall status of the project list, noting the projects that have been completed, those that are in progress, and those that are still under consideration.

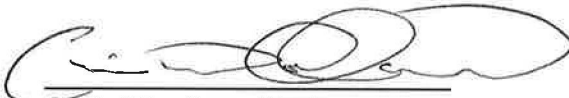
**6. Requests for future agenda items.**

The Committee discussed other potential topics that can be discussed and/or studied by the Committee, since many projects are approaching completion. The Committee requests a standing agenda item for brainstorming topics for discussion. The Committee was also asked to begin thinking about potential projects in Downtown that could be included as part of the 2025 Bond Election.

**7. Adjourn.**

The meeting adjourned at 6:15 p.m. on Monday, November 4, 2024.

These minutes were approved on Monday, December 2, 2024.



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**Chris Wardlaw, Chair**



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**Robyn Battle, Executive Director**