

1. Call to Order / Roll Call.

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

Committee Members Present:

Chris Wardlaw, Chair

Matt Nohr

Don Perry

Mike Pettis

Gavin Hernandez

Charles Cotten

Teague Griffin

Committee Members Absent:

Melissa Randle

Iris Meneley

Councilmembers Present:

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

Todd Rice, Director of Community Engagement & Experiences

2. Consider and act upon the minutes from the November 3, 2025, Downtown Advisory Committee meeting. (RB)

Charles Cotten made a motion and Mike Pettis seconded the motion to approve the minutes from the November 3, 2025, meeting. The motion was approved unanimously.

3. Comments from the Public.

There were no comments from the public.

4. Update and discussion on Downtown Improvement Projects.

a. Downtown Plaza (RB)

Ms. Battle informed the Committee that Plaza repairs due to the installation of the grease trap should be completed soon. The Prosper On Tap: Friendsgiving event was held on the Plaza recently. Final installation of the light poles and lights should be in place in time for the Christmas Festival on December 6.

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

Mr. Ewings informed the Committee that bids for the project are due on December 12. Council is expected to award the bid in January 2026.

c. Historical Markers (RB)

Mr. Rice will schedule meetings with the Downtown business owners to determine placement for the markers, then schedule installation. Once the individual web pages are complete, the QR codes for the markers will be ordered and installed.

d. Downtown Monumentation (RB)

Ms. Battle informed the Committee of the updated project timeline. Bids will be due in January, and construction is expected to be complete by June 2026.

5. 2025 Bond Election Update. (MC)

Mr. Canizares provided an overview of the 2025 Bond Election. Of the six propositions, only two passed: Proposition A for \$92.8 million for street construction and improvements, and Proposition F for \$2.3 million for Downtown Improvements.

6. Project Idea Survey. (RB)

Ms. Battle noted that the survey link is live and one submission has been received so far.

7. Downtown Development Update. (DH)

Mr. Hoover updated the Committee on The McKinley development. Development of the lot at the northeast corner of Coleman and 6th Street should start after January 1.

8. Social Media Campaign. (RB)

Mr. Rice noted that plans are in place to record a video tomorrow, with future quarterly videos planned.

9. Downtown Events Update. (RB)

Ms. Battle updated the Committee on a proposal for the Downtown Block Party and reminded the Committee about the Christmas Festival on December 6.

10. Requests for future agenda items.

There were no requests for future items.

11. Adjourn.

The meeting was adjourned at 7:15 p.m. on December 1, 2025.

These minutes were approved on January 5, 2026.



Chris Wardlaw, Chair



Robyn Battle, Executive Director