

**MINUTES**  
**Downtown Advisory Committee**  
Monday, June 2, 2025

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

The meeting was called to order at 5:31 p.m.

**Committee Members Present:**

Chris Wardlaw, Chair  
Melissa Randle, Vice-Chair  
Matt Nohr  
Don Perry  
Megan Brandon  
Mike Pettis  
Teague Griffin

**Committee Members Absent:**

Iris Meneley  
Gavin Hernandez

**Councilmembers Present:**

Cameron Reeves  
Chris Kern  
Marcus Ray

**Staff Members Present:**

Mario Canizares, Town Manager  
Robyn Battle, Executive Director  
Chuck Ewings, Assistant Town Manager  
David Hoover, Development Services Director  
Kurt Beilharz, Assistant Parks & Recreation Director

**2. Consider and act upon the minutes from the May 5, 2025, Downtown Advisory Committee meeting. (RB)**

Melissa Randle made a motion and Matt Nohr seconded the motion to approve the minutes from the May 5, 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 (KB)**

Mr. Beilharz presented an update on the Downtown Plaza plan, which includes artificial turf, shade trees, overhead lighting, seating, and a row of shrubs along the western property line. The bid for artificial turf was awarded on June 10 in the amount of \$64,000. Trees have been ordered, and the concrete and irrigation work will be done with a vendor with whom the Town already has a contract. Town staff

will procure the overhead lights and seating. The total estimated cost for the project is \$105,000 - \$115,000. The project should be completed by the end of summer 2025.

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

Mr. Ewings presented an update on these projects. Plans have been submitted to Oncor to relocate light poles. The Town will need to replace a wastewater line before proceeding with the parking project. Final plans are expected within 30 days and the bid process should take about 60 days. The estimated cost for the projects is \$435,000.

The Committee inquired whether the Town could survey the Town Hall parking lot to see how much it is used. They also suggested placing temporary A-frame signs at the entrances to Town Hall parking lot on Friday and Saturday nights. The Committee concluded that it's possible that there is a public perception that the Town Hall parking lot is too far away from Downtown, and people just don't want to walk. Completion of the Downtown Plaza may help encourage the public to park at Town Hall.

Mr. Perry shared information about the Prosper EDC project to build a parking lot on their recently acquired 5<sup>th</sup> Street property. The Committee agreed with the strategy of building surface parking now, with the ability to accommodate structured parking in the future. The engineering firm is coming back to the EDC in six weeks, at which time the EDC will make a decision.

Mr. Griffin noted that the City of Celina is building a 400-space parking garage in Downtown Celina for \$19,000,000, or approximately \$48,000 per space.

Other suggestions for Downtown Parking included valet service, dedicated rideshare spaces, and golf carts to shuttle people to downtown.

Mr. Canizares asked whether the Committee would like to pursue developing a Downtown parking strategy. The Committee concurred.

**c. Downtown Monumentation (RB)**

The Downtown Monumentation plans are substantially complete. Olsson Studio is waiting for information from the Town's Engineering Department on power access for the four columns at Broadway and Main.

A Committee member inquired about restoring the Downtown Silos. Mr. Ewings indicated it would cost approximately \$2 million to stabilize and refurbish the silos.

**5. Discuss proposed Parking Restriction Ordinance. (DH)**

Mr. Hoover presented information on a proposed ordinance that would include a 12-hour limit on parking in Downtown. He discussed potential enforcement procedures by the Police Department or Code Enforcement. The intent of the ordinance would be to prevent overnight or long-term visitors from the nearby apartment complex from parking

Downtown. The ordinance could conflict with employees who work and park Downtown. At least one Committee member was opposed to the idea. The Council may consider the ordinance at a future Town Council meeting.

**6. Discuss progress on the Downtown Master Plan Implementation Plan. (RB/MC)**

Ms. Battle reviewed the six pillars of the Downtown Master Plan Implementation Strategies: Political, Organizational, Regulatory, Physical, Financial, and Market. The Committee was presented with all the implementation strategies for each pillar. Members noted that of all the tasks, 10% are complete, 60% are in progress, and 30% have not been started. For tonight's meeting, they decided to focus on the High Priority tasks that have not been started. The Committee provided a recommendation on each task, and they will continue the exercise over the next several meetings.

**7. Requests for future agenda items.**

No requests were made.

**8. Adjourn.**

The meeting was adjourned at 6:54 p.m. on June 2, 2025.

These minutes were approved on July 7, 2025.



**Chris Wardlaw, Chair**



**Robyn Battle, Executive Director**