

1. Call to Order / Roll Call.

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

Committee Members Present:

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

Committee Members Absent:

Mike Lopez
Don Perry

Councilmembers Present:

Chris Kern
Cameron Reeves
Marcus Ray

Staff Members Present:

Mario Canizares, Town Manager
Robyn Battle, Executive Director
Chuck Ewings, Assistant Town Manager
David Hoover, Development Services Director
Todd Rice, Communications Director

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

Mike Pettis made a motion and Iris Meneley seconded the motion to approve the minutes from the October 7, 2024, Downtown Advisory Committee meeting. The motion was approved, unanimously.

3. Comments from the Public.

There were no comments from the public.

The Committee was introduced to new member Megan Brandon.

4. Overview of the new Visit Downtown Prosper web pages. (TR)

Mr. Rice provided an overview of the new web pages on the Town website and the Prosper Economic Development Corporation (PEDC) website. The Town website provides general information about dining, shopping and entertainment in Downtown Prosper with links to the Downtown Master Plan and a Public Parking Map. The PEDC

website provides more detailed information on individual businesses in Downtown Prosper. Both are intended to highlight Downtown Prosper as a destination for residents and visitors.

5. Update and discussion on Downtown Improvement Projects.
a. Paving on lot and alley behind EDC (CE)

Mr. Ewings updating the Committee on the challenges with utility relocations, particularly related to the proposed alley connection. The Committee agreed to focus on paving the lot for now, with access from Main Street. Staff will continue to work on solutions for the underground utilities and possibly connecting the alley from Main Street to Coleman in the future. A suggestion was made to put a 4-way stop at Broadway and Coleman. Mr. Ewings said a warranty study would be required to determine if the intersection meets the criteria for a 4-way stop.

b. Lighted Bollards (CE)

Mr. Ewings informed the Committee that the contract has been approved and the equipment has been ordered for this project. The goal is to try to have the bollards installed in time for the Christmas Festival on December 7. The two new light poles may take longer to be delivered.

c. Stained Walkway (CE)

The Committee was invited to look at the three test areas to determine their preferred color, which is "Painted Desert." Staff will proceed with the project.

d. Wireless Outdoor Sound System (RB)

Ms. Battle informed the Committee that the RFP has been advertised and proposals are due by November 12. Ms. Battle has contacted neighboring cities to see what vendors they have used and invitations to bid have been sent to five companies.

e. 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.

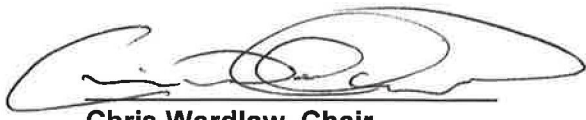
6. Requests for future agenda items.

The Committee asked for an update on the property identified for open space in Downtown. Ms. Battle will request an update from the PEDC at the next meeting.

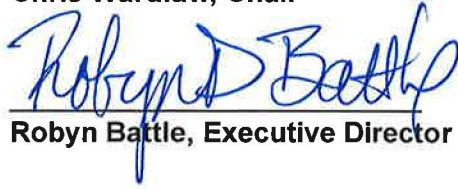
7. Adjourn.

The meeting adjourned at 6:14 p.m. on Monday, October 21, 2024.

These minutes were approved on Monday, November 4, 2024.



Chris Wardlaw, Chair



Robyn Battle, Executive Director