

MINUTES
Downtown Advisory Committee
Monday, October 6, 2025

1. Call to Order / Roll Call.

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

Mr. Wardlaw introduced the newly-appointed member of the DTAC, Charles Cotten. He also presented Ms. Battle with a THRIVES coin for her service to the Committee and wished her a happy birthday.

Committee Members Present:

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

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 and Experiences

2. Consider and act upon the minutes from the August 4, 2025, Downtown Advisory Committee meeting. (RB)

Melissa Randle made a motion and Teague Griffin seconded the motion to approve the minutes from the August 4, 2025, meeting. The motion was approved unanimously.

3. Comments from the Public.

There were no comments from the public. Committee member Gavin Hernandez shared his recent experience participating in the National Security Language Initiative study abroad program in Latvia.

4. 2025 Bond Election Presentation (MC)

Mr. Canizares presented information about the 2025 Bond Election propositions. Election Day is November 4. The information on the ballot propositions is available on the Town website. Town representatives are scheduled to give several informational presentations to civic groups and organizations over the next few weeks. The DTAC

members agreed that a presentation to the Downtown Business Alliance would be beneficial. Ms. Battle will ask the EDC staff to schedule a meeting. The Committee members requested a copy of the PowerPoint presentation via email.

5. Update and discussion on Downtown Improvement Projects.

a. Downtown Plaza (RB)

Ms. Battle informed the Committee construction has resumed on the project while the owners of the 1902 restaurant await delivery of the grease trap. Construction is expected to be complete within 4-6 weeks, prior to the Christmas Festival.

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

Mr. Ewings informed the Committee that the utility poles will need to be relocated from the north to the south side of the alley. The cost to bury the power lines would extend the timeline of the project by six months and cost an additional \$200,000. The DTAC agreed with relocating the utility poles. Mr. Ewings confirmed that the alley will be concrete, and the parking lot behind the EDC building will be asphalt. Security lighting for the new parking lot may be placed on the new utility poles. He expects to award the construction bid and start construction by the end of the year.

c. Historical Markers (RB)

Mr. Rice confirmed the markers have been ordered and should be delivered within 3-4 weeks. Installation will be coordinated with each property owner through a third-party contractor. The Town website will be updated with additional information about each historical site. A QR code will be affixed to each marker that will be linked to the additional information. The Committee members suggested sharing this information with Prosper ISD to be used as an education tool about Prosper's history. Once the project is completed, Mr. Rice will ask PISD to share the information via their email, social media and newsletters. He will also inform the Mayor's Youth Advisory Council of the project.

d. Downtown Monumentation (RB)

Funding for the first part of the project, the four columns at Broadway and Main Street, has been approved as part of the FY 2025-2026 Budget. Ms. Battle will begin working on the bidding process.

e. Budget Update (RB)

Ms. Battle updated the Committee on the budget for Downtown Improvements. \$1,936,000 has been either spent or allocated to projects in Downtown. The remaining projects include completion of the Downtown Plaza, the paved parking behind the EDC and along McKinley and Broadway, the Historical Markers, and the first phase of the Downtown Monumentation project.

6. Progress on the Downtown Master Plan Implementation Plan. (RB/MC)

The Committee discussed what other projects or initiatives they could pursue since all of the existing funds have been allocated. Mr. Ray stated that since the DTAC is an advisory committee to Council, they can recommend priority projects to pursue once

funding can be identified.

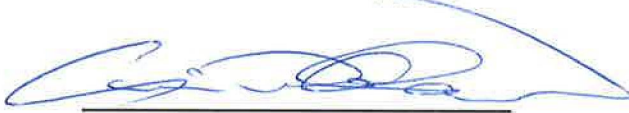
7. Requests for future agenda items.

The Committee would like to discuss a grant program for Christmas lights in Downtown, and on the east side of Broadway. This could extend to other holiday decorations throughout the year. Mr. Pettis suggested an Italian festival. Mr. Ray suggested the Committee come up with criteria for selecting projects. Ms. Meneley suggested a social media campaign that highlights the work the DTAC has done and plans for the future. Mr. Cotten suggested revisiting the idea of valet parking once the 1902 restaurant opens. Mr. Rice said he would develop a survey for DTAC members to submit their ideas. He will text a link once the survey is ready.

8. Adjourn.

The meeting was adjourned at 7:25 p.m. on October 6, 2025.

These minutes were approved on November 3, 2025.

A handwritten signature in blue ink, appearing to read "Chris Wardlaw", written over a horizontal line.

Chris Wardlaw, Chair

A handwritten signature in blue ink, appearing to read "Robyn Battle", written over a horizontal line.

Robyn Battle, Executive Director