

**MINUTES**  
**Downtown Advisory Committee**  
Monday, April 7, 2025

**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  
Matt Nohr  
Iris Meneley  
Don Perry  
Mike Pettis  
Megan Brandon

**Committee Members Absent:**

Teague Griffin

**Councilmembers Present:**

Marcus Ray  
Cameron Reeves  
Chris Kern

**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 March 3, 2025, Downtown Advisory Committee meeting. (RB)**

Mike Pettis made a motion and Gavin Hernandez seconded the motion to approve the minutes from the March 3, 2025, Downtown Advisory Committee 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. Historical Markers (TR)**

Mr. Rice provided an update on the Historical Markers Project. He and a subcommittee of members from the Prosper Historical Society (PHS) have identified 12 historic locations in Downtown Prosper to post historical markers. Each marker will be bronze in color, approximately 12" x 18" and will be posted either on the building itself, or on a post

erected at the site if a building no longer exists. Each marker will have a QR code that will link directly to a page on the Town website where more information on the site can be found. Information on each marker was primarily gathered from Bill Hays' books, then verified with the PHS subcommittee. The current cost estimate, including installation, is approximately \$8,500. The Committee concurred with the proposal.

**b. Paved Parking Behind EDC (CE)**

**c. Additional Parking on McKinley and Broadway (CE)**

Mr. Ewings updated the Committee on both parking projects concurrently. Staff is recommending that both projects be bid together, which would be more cost effective. The projects should be done by the fall.

Mr. Ewings noted that a task order for the warrant study at Broadway and Coleman has been executed and is scheduled for later this month.

**d. Sod vs. Artificial Turf along Walkway (RB)**

The Committee revisited this topic and decided to cover the lots on either side of the Downtown walkway with artificial turf, rather than natural sod. Mr. Pettis will provide the name and contact information of a vendor who may want to bid on the project.

**e. Downtown Monumentation Update (RB)**

Ms. Battle notified the Committee that the additional geotechnical study has been completed and the Construction Documents should be done later this month.

**5. Discuss implementation strategies for the Downtown Master Plan.**

No new ideas were discussed.

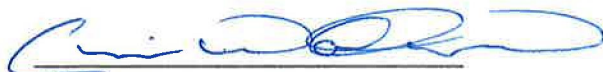
**6. Requests for future agenda items.**

The Committee suggested a discussion on Downtown Art, a scavenger hunt, a geocaching activity, and a flour maid mural. Members began a discussion on other components from the Downtown Master Plan that could be explored. Ms. Battle suggested reviewing the Downtown Master Plan, focusing on the six pillars, or focus areas. Mr. Canizares suggested inviting Jason Young, owner of the new 1902 restaurant, go give a presentation at next month's meeting. The Committee concurred.

**7. Adjourn.**

The meeting adjourned at 6:14 p.m. on Monday, April 7, 2025.

These minutes were approved on Monday, May 5, 2025.

  
Chris Wardlaw, Chair  
Robyn Battle, Executive Director