

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

Committee Members Absent:

Mike Pettis
Megan Brandon

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
Dan Baker, Parks and Recreation Director
Kurt Beilharz, Parks and Recreation Assistant Director
Melissa Knaszak, Communications Specialist

2. Consider and act upon the minutes from the January 6, 2025, Downtown Advisory Committee meeting. (RB)

Matt Nohr made a motion and Gavin Hernandez seconded the motion to approve the minutes from the January 6, 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. Downtown Monumentation (CC)

Chris Cahalan from Olsson Studio updated the Committee on the progress of Construction Documents for the Downtown Monumentation project. The plans are at about 50% completion. Mr. Cahalan presented the Committee with some options for the perforated metal design for the Silo icon monument. The Committee reached consensus that a simple, classic, timeless design is preferable. Plans are

on track to be complete in mid-March.

b. Wireless Outdoor Sound System (RB)

Ms. Battle informed the Committee that the Downtown Monumentation project will necessitate the removal of six light poles in Downtown where audio speakers would have been installed. Mr. Cahalan with Olsson previously confirmed that the audio speakers could be incorporated into the monumentation design. Ms. Battle recommended postponing the Wireless Outdoor Sound System project until the Downtown Monumentation project is funded and goes out to bid. Mr. Canizares suggested that the audio system and the necessary electrical work in the downtown light poles could be included as a bid alternate for the Downtown Monumentation project. The Committee concurred with the recommendations.

c. Downtown Plaza Concepts (KB)

Mr. Beilharz presented three conceptual designs for a Downtown Plaza to the Committee. The Committee would like to see overhead lights, preferably across the entire plaza, but at least over the walkway. They preferred to see some trees, but not so many as to crowd the space. The Committee would also like to see multiple options for seating and shade. They requested cost estimates to fill the spaces on both sides of the walkway with natural grass sod and artificial turf. An updated conceptual design and cost estimates will be brought forward at the next meeting.

d. Downtown Logo Options (MK)

Ms. Knaszak presented several options for a Downtown Logo, using the winning design from the logo contest as inspiration. The Committee requested that the word "Downtown" be more prominent than the word "Prosper" in the designs. They requested to see options using the Town's brand colors. Revised logo designs will be brought forward at the next meeting.

e. Paving on lot behind EDC (CE)

Mr. Ewings reported that the Prosper EDC has declined the request to fund the paved parking lot, since they are considering funding a parking lot at a different location in Downtown. The Committee decided by consensus to refer the project to the Town Council CIP Subcommittee for consideration and funding.

f. Additional Parking on Broadway and McKinley (CE)

Mr. Ewings presented a proposed design for 23 additional street parking spaces along the south side of Broadway and the east side of McKinley Street. The Committee requested that staff consider whether a sidewalk is necessary and whether ADA accessibility requirements would be met. The estimated cost for the additional spaces is \$150,000. The Committee decided by consensus to refer the project to the Town Council CIP Subcommittee for consideration and funding.

g. Budget Update (RB)

Ms. Battle provided an overview of the remaining budget for Downtown Improvements. Of the original \$936,000 allocated for Downtown Improvements, approximately \$613,000 has been spent or committed to projects, leaving approximately \$323,000 for additional improvements.

5. Discuss implementation strategies for the Downtown Master Plan.

a. Downtown Business Survey

Ms. Battle reviewed the results of the Downtown Business Survey that was conducted January 16-31, 2025. The survey was distributed to 27 Downtown business and resulted in 15 responses. Survey results will be shared via email with the Town Council, the Prosper EDC, and the survey recipients. Results will be used to gauge interest in future projects and initiatives.

b. Broadway/Coleman Warrant Study (CE)

Mr. Ewings stated that a traffic signal warrant study will be conducted at the intersection of Broadway and Coleman in April.

c. Façade Lighting (RB)

Ms. Battle inquired whether the Committee was still interested in pursuing this project. The Committee determined that it may be difficult to coordinate matching façade lighting with multiple tenants and property owners, and some businesses do not have outdoor outlets to support exterior lighting. This item will be tabled to the next meeting.

6. Requests for future agenda items.

There were no items suggested for the next meeting.

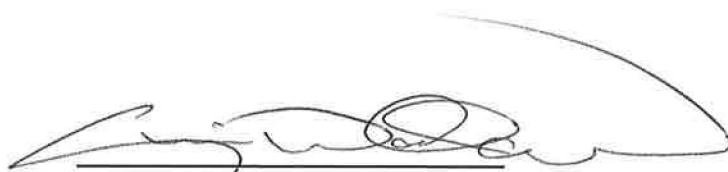
Mr. Canizares reported that there is a new owner of the former Prosper Winehouse property who plans to open a restaurant.

Mr. Ewings reported that the bollards for the walkway should be delivered soon.

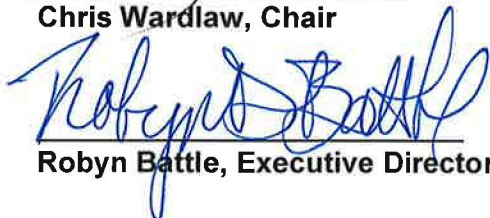
7. Adjourn.

The meeting adjourned at 7:35 p.m. on Monday, February 3, 2024.

These minutes were approved on Monday, March 3, 2025.



Chris Wardlaw, Chair



Robyn Battle, Executive Director