

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

The meeting was called to order at 5:34 p.m.

**Committee Members Present:**

Chris Wardlaw, Chair  
Melissa Randle, Vice-Chair  
Grant Mendeljian  
Mike Pettis  
Mike Lopez  
Gavin Hernandez

**Committee Members Absent:**

Trovette Tottress

**Councilmembers Present:**

Marcus Ray  
Chris Kern  
Cameron Reeves

**Staff Members Present:**

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

**2. Consider and act upon the minutes from the May 20, 2024, Downtown Advisory Committee meeting. (RB)**

Melissa Randle made a motion and Mike Pettis seconded the motion to approve the May 20, 2024, minutes. The minutes were approved unanimously.

**3. Comments from the Public.**

There were no comments from the public.

**4. Update and discussion on Downtown Improvement Projects.**

**a. Archway Structure/Monumentation Project (RB)**

Ms. Battle provided an update on the proposal from Olsson Studio for the Downtown Monumentation Project. Phases 1-3 will include data collection, a design charrette, and development of a conceptual master plan for the monuments. The DTAC members recommended moving forward with the proposal, which will include Council approval of the contract. Members recommended including a representative from the development community, the Community Engagement Committee, and an additional Downtown business owner in the charrette. Ms. Battle will present the contract to the Council for approval at an upcoming Council meeting, work on

arranging a date for the charrette and contact the individuals to invite them to participate.

**b. Lighting the Silos (CE)**

Mr. Ewings updated the Committee on the lighting project. He presented images of the lighted silos. The Committee requested additional renderings that included lighting the top of the silos. Mr. Ewings will present revised renderings and updated cost estimate at a future meeting.

**c. Logo Competition (RB)**

Ms. Battle presented the revisions made by the four finalists in the Downtown Logo Competition. The Committee selected Destiny Donald's design as the winner of the competition. The winner will be recognized at an upcoming Town Council meeting.

**d. Downtown Historical Markers Project (RB)**

The Committee discussed the Historical Markers Project. Suggestions for the project included displaying a QR code on each marker that would provide additional information about each site and providing an audio tour. The Committee decided to ask the Community Engagement Committee to continue working with the Prosper Historical Society on this project. Ms. Battle will present this item at the next CEC meeting.

**e. Other updates from staff**

There were no additional updates from staff.

**f. Review/Discussion on Downtown Project List**

One Committee member noted that the tree lights on Broadway are not coming on at the same time and asked staff to investigate this. A request was made to extend the wrapped tree lights down Broadway to the Tavern and Black Hawk Brewery.

**5. Requests for future agenda items.**

There were no additional requests for agenda items.

**6. Adjourn.**

The meeting adjourned at approximately 6:27 p.m. on Monday, June 3, 2024.

These minutes were approved on Monday, July 15, 2024.



**Chris Wardlaw, Chair**



**Robyn Battle, Executive Director**