TOWN OF PROSPER
A Place Where Everyone Matters

MINUTES
Downtown Advisory Committee
Monday, August 3, 2026

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
Don Perry
Matt Nohr
Gavin Hernandez

Staff Members Present:
Mario Canizares, Town Manager
Chuck Ewings, Assistant Town Manager
Robyn Battle, Executive Director
David Hoover, Development Services Director
Stephen Tanner, Community Engagement & Experiences Director
Madison Clark, Economic Development Corporation Director

2. **Consider and act upon the minutes from the June 1, 2026 and July 2, 2026 Downtown Advisory Committee meeting. (RB)**
Matt Nohr Motion for Approval, Melissa Randle Second for Approval, Passes Unanimously

3. **Citizen Comments.**
There were no Citizen Comments

4. **Introduction of Madison Clark, EDC Director (MC)**
Madison Clark introduced herself to DTAC, giving a brief history of her professional career.

5. **Small Area Plan (DH)**
David Hoover provided an update on the Downtown Small Area Plan Charettes sessions in August. The workshop aims to gather public and stakeholder input to shape the future retail, dining and public spaces in the historic core. The dates include Tuesday, August 18 for session 1, Wednesday, August 19 for session 2, and Thursday August 20 for session 3. All are welcome to attend.

6. **Update and discussion on Downtown Improvement Projects.**
   a. **Additional Parking at EDC, Broadway, McKinley (CE)**
   Asphalt was put down with striping of parking spots soon to follow. AT&T is working on lowering a manhole cover for fiber in order to pour the approach to the parking lot.

   b. **Historical Markers (RB)**

Robyn Battle walked Downtown with a contractor for placement of Historical Markers. There will be 11 unique sites the markers will be placed, with 3 sunken in the ground. Contractor needs to check for utility lines. Entire installation should take no more than 3 days.

c. **Downtown Monumentation (RB)**
Lights installed, masonry almost completed. The lights will not be active until all the lighting is installed.

7. **Downtown Events Update. (ST)**
Stephen provided an update that the Prosper on Tap series has been cancelled due to low participation rates from Downtown Businesses and ticket sales. The plan is to activate the plaza with different events. One on October 10 and another on November 21.
Christmas Festival has a lot of interest from vendors. The parade may need to be cancelled just for this year due to the major construction projects going on First Street and potentially Coleman St. Council Member Rey asked for a future update on specifics of the Christmas Festival at a future DTAC meeting.

8. **Joint Meeting with Community Engagement Committee (CEC).**
DTAC will join the CEC at a joint meeting on Wednesday, September 2nd to go over overlapping areas of interest, including Downtown Prosper events in the near future.

9. **Requests for future agenda items.**
Update on Christmas Festival details leading into the event.

10. **Adjourn.**

The meeting was adjourned at 6:15 p.m. on August 3, 2026.

These minutes were approved on October 5, 2026.

Chris Wardlaw, Chair

Stephen Tanner, Director of Community Engagement & Experiences