



**AGENDA**  
**Community Engagement Committee (CEC)**  
Prosper Town Hall, Executive Conference Room  
250 W. First Street, Prosper, Texas  
Wednesday, September 06, 2023  
**6:00 PM**

Welcome to the Prosper Community Engagement Committee (CEC) meeting.

**Addressing the Community Engagement Committee (CEC):**

Those wishing to address the Community Engagement Committee must complete the Public Comment Form located on the Town website or in the meeting room.

Please submit this form to the Board Chair or a staff person recording the minutes for the Board/Commission prior to the meeting. When called upon, please state your name and address for the record.

In compliance with the Texas Open Meetings Act, the Town Council/Board/ Commission may not deliberate or vote on any matter that does not appear on the agenda. The Council/Board/Commission, however, may provide statements of fact regarding the topic, request the topic be included as part of a future meeting, and/or refer the topic to Town staff for further assistance.

Citizens and other visitors attending Community Engagement Committee (CEC) meetings shall observe the same rules of propriety, decorum, and good conduct applicable to members of the Committee. Any person making personal, impertinent, profane or slanderous remarks or who becomes boisterous while addressing the Committee or while attending the meeting shall be removed from the room, if so directed by the Mayor or presiding officer, and the person shall be barred from further audience before the Committee during that session of the meeting. Disruption of a public meeting could constitute a violation of Section 42.05 of the Texas Penal Code.

1. Call to Order / Roll Call.
2. Consider and act upon the minutes of the August 2, 2023, Community Engagement Committee (CEC) meeting.
3. Comments from the Public.
4. Subcommittee Updates:
  - a. Mayor's Youth Advisory Council Subcommittee (BK)
  - b. Downtown Advisory Subcommittee (CW)
  - c. National Night Out Subcommittee (BK)
  - d. Survey Subcommittee (CW)
5. Brainstorming Ideas for Life in Prosper/CEC Ideation Matrix (BK)
6. Feedback on Special Events (BK)
  - a. Moonlight Movie

- b. Freedom Fest
  - c. New Resident Mixer
  - c. CEC Attendance at Events
7. Discuss and receive any updates regarding:
    - a. Community Map (BK)
    - b. Social Media Graphics (KW)
  8. Discuss and consider CEC "Top 3" & Save the Date (BK)
  9. Request for future agenda items.
  10. Adjourn.

### **CERTIFICATION**

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted at Prosper Town Hall, located at 250 W. First Street, Prosper, Texas 75078, a place convenient and readily accessible to the general public at all times, and said Notice was posted by 5:00 p.m., on Friday, September 1, 2023, and remained so posted at least 72 hours before said meeting was convened.

\_\_\_\_\_  
Michelle Lewis Sirianni, Town Secretary

\_\_\_\_\_  
Date Notice Removed

Pursuant to Section 551.071 of the Texas Government Code, the Town Council reserves the right to consult in closed session with its attorney and to receive legal advice regarding any item listed on this agenda.

### **NOTICE**

Pursuant to Town of Prosper Ordinance No. 13-63, all speakers other than Town of Prosper staff are limited to three (3) minutes per person, per item, which may be extended for an additional two (2) minutes with approval of a majority vote of the Town Council.

<p><b>NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:</b> The Prosper Town Council meetings are wheelchair accessible. For special services or assistance, please contact the Town Secretary's Office at (972) 569-1011 at least 48 hours prior to the meeting time.</p>
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**1. Call to Order / Roll Call.**

The meeting was called to order at 6:00 p.m.

**Committee Members Present:**

Christine Strobush, Chair  
Brent Kirby, Vice Chair  
Stacy Cate  
John Hamilton  
Chris Wardlaw  
Britt Beene  
Kristin Meier  
Grant Mendeljian

**Committee Members Absent:**

Kari Willis  
Trovette Tottress  
Gretchen Darby

**Councilmembers Present:**

Jeff Hodges  
Mayor David Bristol

**Councilmembers Absent:**

Marcus Ray  
Amy Bartley

**Staff Members Present:**

Robyn Battle, Executive Director  
Devon Jett, Community Engagement Coordinator  
David Hoover, Director of Development Services

**2. Consider and act upon the minutes of the July 12, 2023, Community Engagement Committee (CEC) meeting.**

John Hamilton made a motion and Brent Kirby seconded the motion to approve the July 12, 2023, CEC minutes. The motion was approved unanimously.

**3. Comments from the Public.**

No comments made.

**4. Subcommittee Updates:**

a. Mayor's Youth Advisory Council Subcommittee (CS)

Christine Strobush delivered an update from the Mayor's Youth Advisory Subcommittee. Their initial plans for the program launch include defining eligibility criteria, determining the targeted grade level, and outlining the application process. The Subcommittee has been studying successful approaches from other cities to ensure the best practices. Consequently, they decided to invite high school juniors

or seniors enrolled in Prosper ISD, attending private school, or being homeschooled, and residing within Prosper city limits, including the neighborhood of Artesia, to apply for the program.

Applicants will be required to submit a 3-minute video responding to questions about why they love living in Prosper and their interest in joining the MYAC. The proposed timeline aims to launch the pilot program in January 2024, exclusively for the spring semester. The launch process begins in October with a program promotion event, and applications are due in November. By December 15th, the candidate selection will take place, and onboarding will begin in January. It's important to note that this timeline is applicable only to the pilot program, while the next full launch is planned to align with the 2024/2025 school year, with the application process taking place during the summer.

Mayor Bristol attended the meeting and reiterated his reasons for initiating a youth advisory council. His primary motives are to tap into the youth's innovative ideas, as they have previously engaged with the Council, and to involve them more actively in the community. Mayor Bristol fully endorsed the Subcommittee's ideas, expressing his confidence in their progress. John Hamilton has initiated the creation of the bylaws, while the Subcommittee continues to fine-tune the candidate application requirements. Town staff will provide assistance in the following areas:

- Develop promotional materials, including flyers
- Create a dedicated webpage on the Town website
- Leverage existing newsletters and social media platforms to raise awareness about the program
- Facilitate the application process, including creating the application form and selecting the appropriate platform for video submissions
- Creation of a dedicated email address (example: myac@prospertx.gov)

The advisory council will consist of 11 students, ensuring a 1:1 ratio to the CEC for enhanced mentoring opportunities. The Subcommittee will conduct a pre-screening to narrow candidates, and finalists will undergo interviews with the CEC. Mayor Bristol and the Subcommittee further discussed the name of the council and how it would be referred to going forward as it has been referred to in several different variations. After consideration, they reached a consensus and decided to name it the "Mayor's Youth Advisory Council." This title keeps the council's main objective at the center which is to provide advisory input.

### **Prosper PACT**

In attendance was Gavin Hernandez, the initiator of Prosper PACT, a pledge aimed at keeping Prosper beautiful and being a good neighbor overall. He delivered a presentation in July, and the CEC invited him back to discuss his ideas further. The CEC expressed one concern about the name Prosper PACT, as it could be confused with the Prosper Political Action Committee (PAC). Gavin considered the CEC's suggestion and worked on coming up with an alternative and ultimately landed on Prosper ACT. The logo he created features a "P" with the word "ACT" inside it. The Committee found it to be a powerful representation, as it motivates action and engagement just by its design.

Over the past three weeks, Gavin made significant progress. He drafted a website for the pledge, including a dedicated area for sign-ups, and organized a soft launch

to take place during the Windsong Ranch back-to-school event on August 6. Additionally, Gavin wrote an article promoting the pledge in Windsong Living magazine. He also plans to promote the program at the Town-hosted New Resident Mixer and the October 28 Fall Festival in Windsong Ranch. The staff will be in touch with Gavin to coordinate his participation in the New Resident Mixer and provide him access to the Town's approved colors through the Brand Logo catalog.

Gavin emphasized that Prosper ACT is intended for anyone, but its primary focus is on students of all ages. The CEC remains committed to supporting Gavin in his efforts and hopes to incorporate the pledge into the Mayor's Youth Advisory Council program. As a token of recognition, Mayor Bristol presented Gavin with a Mayor's Challenge coin.

- b. Downtown Advisory Subcommittee (CW)  
This item was not discussed.
  - c. Prosper Passport Subcommittee (BK)  
This item was not discussed.
  - d. Survey Subcommittee (CW)  
This item was not discussed.
5. **Receive an update on the Comprehensive Plan (AB)**  
Daniel Harrison and Rhys Wilson with Freese and Nichols, Inc. gave a presentation on the Comprehensive Plan Update. The Town Council will hear the presentation about the plan at the August 22nd Town Council meeting.
6. **Finalizing New Resident Mixer time and details (CS)**  
The Committee discussed their suggestion of a new time frame being introduced for the September 28 New Resident Mixer and after some consideration decided to hold the event from 4 pm-7 pm in order to capture the after-school crowd. Previously, the Mixer was held from 6 pm to 8 pm, but the CEC wanted to experiment with a different time frame and see if it promoted more attendance.
7. **Brainstorming Ideas for Life in Prosper/CEC Ideation Matrix (CS)**  
This item was not discussed.
8. **Feedback on Special Events (CS)**
  - a. Coffee & Chrome  
During the Coffee and Chrome event organized by Parks & Rec on July 22nd, Grant Mendeljian from the CEC was present. He provided a lot of positive feedback, expressing how impressed he was with the event and the effort that went into it even in the face of a pop-up rainstorm that morning. Grant emphasized the potential of this gathering due to its high turnout and the participation of car enthusiasts seeking such engaging programs. He particularly praised the promotional video featuring Dan Baker, the Director of Parks & Rec.

Grant suggested a valuable addition to the event's promotion by utilizing the "Park Up Front" app, which also has a social media platform attracting attendees interested in such events. He hoped for more frequent occurrences of this event and proposed the option of on-site registration to allow for more participants. Additionally, he suggested expanding on the music that was playing and having additional speakers to create an even more enjoyable experience.

**9. Review Work Plan/Activity Schedule (CS)**

The Committee conducted a review of the work plan, focusing on the upcoming National Night Out program scheduled for Tuesday, October 3rd. Initially, the Committee's intention was to create a playbook for Prosper neighborhoods, aimed at providing ideas for organizing block parties and being an overall good neighbor. However, as sign-ups were approaching, they decided to establish a Subcommittee to quickly develop ideas and recommendations within a simplified document.

Grant Mendeljian, Britt Beene, and Brent Kirby joined the National Night Out Subcommittee. Their main objective is to gather information on how current HOAs host block parties and explore strategies to encourage neighbor participation. Robyn Battle will seek input from HOA Board members during the HOA Quarterly meeting. Specifically, she will inquire about their top three best practices to recommend for inclusion in the CEC's document.

**10. Discuss and receive any updates regarding:**

- a. Community Map (BK)  
This item was not discussed.
- b. Social Media Graphics (KW)  
This item was not discussed.

**11. Discuss and consider CEC "Top 3" & Save the Date (CS)**

- 1. Moonlight Movie-August 11
- 2. Freedom Fest-September 2
- 3. New Resident Mixer-September 28

**12. Request for future agenda items.**

**13. Adjourn.**

Chris Wardlaw made the motion and Kristin Meier seconded the motion to adjourn the meeting. The motion was approved unanimously. The meeting was adjourned at 8:18 p.m. on Wednesday, August 2, 2023.

These minutes were approved on September 6, 2023.

**APPROVED**

\_\_\_\_\_  
Brent Kirby, Vice Chair

**ATTESTED**

\_\_\_\_\_  
Devon Jett, Community Engagement Coordinator

# Prosper CEC Workplan –draft for 9/6 review



CEC Activity Type	Summer Jun, Jul, Aug	Fall Sep, Oct, Nov	Winter Dec, Jan, Feb	Spring Mar, Apr, May
<b>Events to join / Activities to support</b>	<ul style="list-style-type: none"> <li>✓ 6/3 – Pickleball tournament</li> <li>✓ Ribbon cutting for central fire station</li> <li>✓ 6/30 – Deadline for public input to Broadband survey</li> <li>✓ 7/1 - July 4<sup>th</sup> celebration</li> <li>✓ 7/22 – Chrome &amp; Coffee</li> <li>✓ 8/10 - HOA Presidents meeting</li> <li>✓ 8/11 –DD: Moonlight Movie</li> </ul>	<ul style="list-style-type: none"> <li>• 9/2 – Freedom Fest 2023 @ Townhall</li> <li>• 9/9 – DD: Paws on Broadway</li> <li>• 9/11 - Remembrance ceremony</li> <li>• 9/28 – Balcony Reception</li> <li>• 10/3 – National Night Out</li> <li>• 10/7 – Celebrate Prosper</li> <li>• 10/12 – Balcony Reception (ISD &amp; Legislators)</li> <li>• 10/19 – Balcony Reception (Chamber &amp; Nonprofits)</li> <li>• 10/26 – Balcony Reception (HOA)</li> <li>• 11/9 - HOA Presidents meeting</li> <li>• 11/11 – Veterans Day 5K and fun run</li> <li>• Light the Night contest kick-off</li> </ul>	<ul style="list-style-type: none"> <li>• 12/2 - Christmas festival</li> <li>• HOA Presidents meeting</li> <li>• Prosper Fishing Derby</li> </ul>	<ul style="list-style-type: none"> <li>• Balcony Reception</li> <li>• Prosper Exchange</li> <li>• Discover Downtown</li> <li>• HOA Presidents meeting</li> </ul>
<b>Special Projects / Events to host</b>	<ul style="list-style-type: none"> <li>✓ Feedback on Comprehensive plan (Aug)</li> </ul>	<ul style="list-style-type: none"> <li>• 9/28 - New Resident Mixer</li> <li>• 10/2 - Mayor’s YAC Program Kick-Off</li> <li>• 11/3 - Mayor’s YAC Applications Due</li> </ul>	<ul style="list-style-type: none"> <li>• 12/15 – Mayor’s YAC Candidates Selection</li> <li>• 1/15 – Mayor’s YAC Spring 2024 Pilot Program Launch</li> </ul>	<ul style="list-style-type: none"> <li>• New Resident Mixer</li> </ul>
<b>Ongoing activities</b>	<ul style="list-style-type: none"> <li>✓ Communication Plan – Monitor Progress &amp; Execution</li> </ul>	<ul style="list-style-type: none"> <li>• Communication Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Communication Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Communication Plan</li> </ul>

# CEC Special Projects –draft for 9/6 review



Project	CEC Subcommittee	Program Start	Program Launch	Program Status	Comments
New Resident Mixer & Prosper Passport	Brent Kirby (lead), James Creedon, Josh Carson, Kristin Meier, Britt Beene	Sep 2022	4/6 – Launch (New Resident Mixer)	Maintain & Improve as needed	<ul style="list-style-type: none"> <li>Improvement ideas for 9/28 mixer – include photo backdrop, consider starting earlier, inquire about leveraging PISD resources such as culinary, cheer, mascots, band, wear school spirit wear + add Prosper “Act”</li> <li>Add Finance department to the next Prosper Passport</li> </ul>
Prosper Event Survey	Chris Wardlaw (lead), Grant Mendeljian, Shy Tottress, Kari Willis	Sep 2022	4/6 – Full Launch (New Resident Mixer)	Maintain & Improve as needed	<ul style="list-style-type: none"> <li>Revisit questions for New Resident Mixer participants</li> </ul>
Downtown Advisory	Chris Wardlaw (lead), Gretchen Darby, Kari Willis, Shy Tottress, Kristin Meier	April 2023		CEC Recommendation under review	<ul style="list-style-type: none"> <li>Support as needed</li> </ul>
Mayor’s Youth Advisory Council	Christine Strobush (lead), Britt Beene, John Hamilton, Stacy Cate	May 2023		CEC Recommendation under development	<ul style="list-style-type: none"> <li>Provide update in upcoming CEC meeting</li> </ul>
National Night Out	Brent Kirby, Britt Beene, Grant Mendeljian	ASAP	10/3		<ul style="list-style-type: none"> <li>Solicit top ~3 best practices from HOA/communities</li> <li>Prepare best practices playbook and campaign – July/Aug</li> <li>Communicate – Sep</li> <li>Launch - 10/3</li> </ul>

# CEC Ideation Matrix—draft for 9/6 discussion

High	<ul style="list-style-type: none"> <li>• <b>[EXPAND]</b> 10/7 Celebrate Prosper - consider adding Prosper Pitmasters BBQ Bake-off</li> <li>• <b>[NEW]</b> 10/3 National Night Out / Good Neighbor Campaign</li> </ul>	<ul style="list-style-type: none"> <li>• <b>[NEW]</b> “Ask Josh” explainer video series</li> </ul>	<ul style="list-style-type: none"> <li>• <b>[EXPAND]</b> Prosper Passport initiative to include Prosper Amazing Race</li> </ul>
Med			
Low			
	Low	Med	High

**Effort to Implement**

## Idea Backlog

- Multi-cultural Festival (link with Youth Council)
- Hot Air Balloon launch – link into other initiatives
- Performing Arts Center (incorporate in bond election)
- Prosper “Pledge” (link with Youth Council)
- Mobile Enhancements

# Mayor's Youth Council Overview

## WHO CAN APPLY

- Residents of Prosper and Artesia (no other “home” town/city for them to participate in similar forum)
- Students who are HS juniors or seniors (whether enrolled in PISD, private or homeschool programs)

## HOW TO APPLY

- Leverage best practices from other towns
- Personal/ Academic Recommendation or nomination
- Written application, resume or short video application
- Inform schools to help promote

*Aug/Sep*

## SELECTION

- Selection criteria to be defined in advance
- Shortlist of top candidates to be interviewed by CEC
- 11 candidates to be selected for Year 1 Program (1:1 ratio with CEC members to allow for mentoring)

*Oct/Nov*

## ONBOARDING

- Mini citizen’s academy, department rotations before program begins or at the kick-off of the program

*Nov/Dec/Jan*

## PROGRAM

- Learn. Listen. Understand. Engage.
- Provide guidelines to council
- Harness their ideas to drive engagement & ownership
- Capstone project(s), events, forums
- 2024 budget implications

*Jan-May 2024*

Pilot Program – 2024 Spring Semester  
Full Program Launch to align with 2024/2025 School Year

## By Laws

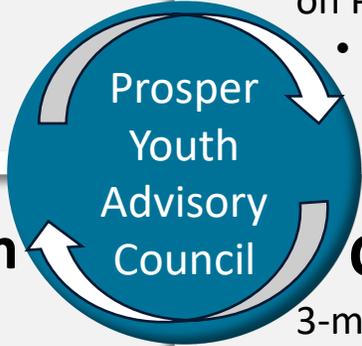
- Leverage best practices from 2-3 nearby towns/cities in the area
- Keep it Simple (~2 pages)

## Program Collateral

- Youth Advisory Council “flyer” – digital and print
- Youth Advisory Council information page on Prosper TX website
  - Leverage Town (and ISD channels) to polish & communicate

## Candidates Selection

- YAC subcommittee will pre-screen
- CEC to interview shortlist of candidates and make appointment decisions



Prosper  
Youth  
Advisory  
Council

## Candidate Application

- 3-minute video application with guidelines for what should be covered
- Simple form for academic and/or personal/professional references
- **NEED:** Town to provide platform for submissions

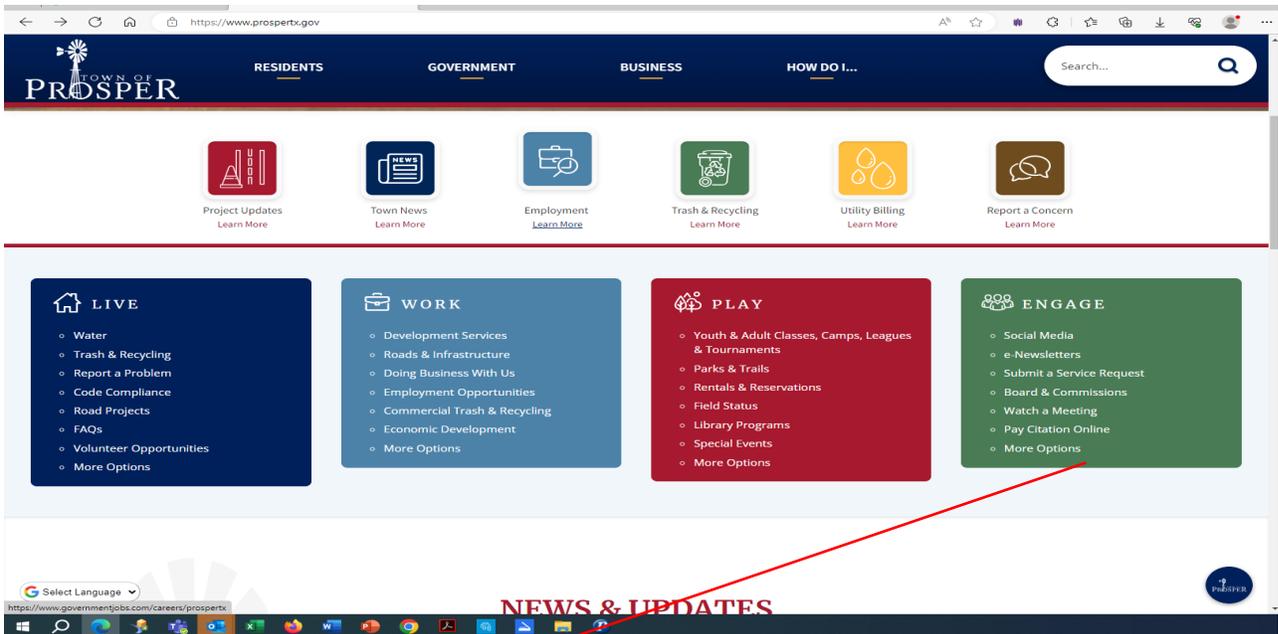
*Draft milestones  
for discussion*

**Program Launch – Oct 2, 2023**

**Applications Due – Nov 3, 2023**

**Candidates Selection – Dec 15, 2023**

**Spring 2024 Pilot Program Launch - Jan 15, 2024**



Mayor's Youth Advisory Council(MYAC)

- **Mayor's Youth Advisory Council**

- **Mission Statement:**

- **Insert Mission Statement here.....**

- The Mayor's Youth Advisory Council (MYAC) is a group of young, high-achieving and well-rounded high school 11<sup>th</sup> and 12<sup>th</sup> grade students who want to make the Town of Prosper a better place to live. Applicants should be interested in learning more about local government, leadership development, and serving their community.

- **Eligibility Requirements:**

- The Mayor's Youth Advisory Council is for 11<sup>th</sup> and 12<sup>th</sup> graders who live in the Town of Prosper or Artesia. They can be enrolled in PISD, private or home-schooled programs. Applications and personal/academic recommendation forms are available online and through PISD school counselors at the start of the school year.

- **Applications for 2023-2024 Council**

- Link to application can be found **here(hyperlink)**
- Video applications can be uploaded **here(hyperlink)**

- **Timing/Calendar of Events:**

- **October/November:** Applications/Video's submitted. Applications must be submitted by: **November 3<sup>rd</sup>**
- **November/December:** Candidate applications will be reviewed. Top candidates will be selected for an interview. Final selections made for 2024 council will be made by **December 15<sup>th</sup>**.
- **January 15<sup>th</sup>:** The Mayor's Youth Advisory Council Spring 2024 Pilot Program Launch.
- **January-May:** The Mayor's Youth Council will begin their project(s), provide guidance to council and complete tasks/goals set out by the council.
- **May:** Presentation and Graduation Ceremony at Town Council meeting.

- **Mayor's Youth Council:**

- Agenda and Minutes(hyperlinks)

- **Committee Liaisons**

- Mayor David Bristol
- Select Prosper Community Engagement Committee Members (CEC)

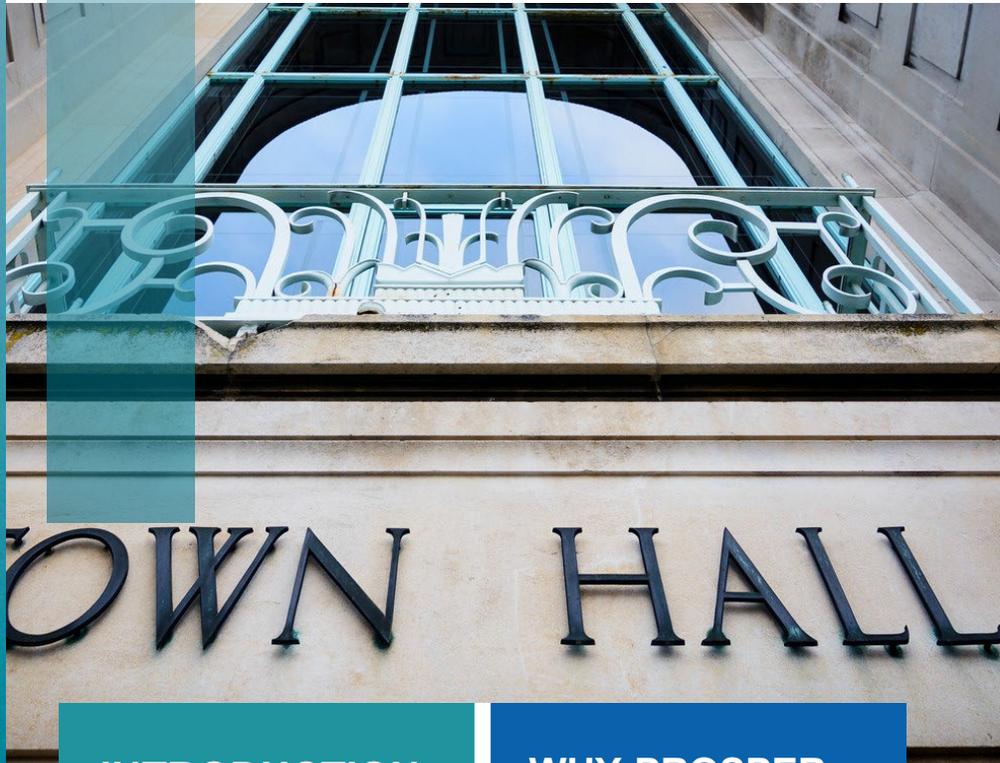
- **Contact Information**

- **Robyn Battle,**
- Executive Director
- [Email Robyn Battle](mailto:Robyn.Battle@prosper.gov)
- Phone: [972-569-1011](tel:972-569-1011)



# MAYOR'S YOUTH ADVISORY COUNCIL

The Mayor's Youth Advisory Council (MYAC) is a group of young, high-achieving and well-rounded high school 11th and 12th grade students who want to make the Town of Prosper a better place to live. Applicants should be interested in learning more about local government, leadership development, and serving their community.



## HOW TO APPLY

Go to [www.prospertx.gov/engage/MYAC](http://www.prospertx.gov/engage/MYAC). Read the eligibility requirements and follow the instructions to submit a video application and personal/professional letters of reference. Each youth applicant will submit a short video ( 3 minutes maximum). The video should include answers to the following prompts: Introduction, Why Prosper, Motivation , Closing Remarks. Please be creative with your presentation and express you individual strengths and personality.

### INTRODUCTION

Include the following information:  
Name,  
Age  
Grade  
School Attendance  
How long have you been a resident of Prosper?

### WHY PROSPER

What do you like about living in Prosper? What do you see as an opportunity to improve and or impact the community experience of living in Prosper? Why do you think this would make a difference for the residents of Prosper?

### MOTIVATION

What skills do you possess that make you an ideal candidate for the Mayor's Youth Advisory Council? What do you hope to gain by being a part of this initiative?

### CLOSING REMARKS

Summarize why you are interested in being a part of this initiative and what you hope to gain after completing this program.

## IMPORTANT DATES



Applications Open October 2nd, 2023  
Deadline to apply: November 3rd, 2023  
Candidate Selection: December 15th, 2023  
Spring 2024 Program :Jan - May

@ INSERT SOCIAL SITES



Town of Prosper  
250 W. First St.  
Prosper, TX 75078

## Educator/Employer Recommendation Form for Prosper Mayor's YAC

Mayor's Youth Advisory Candidate Full Name: \_\_\_\_\_

Educator/Employer Full Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Please briefly describe how you know the candidate and for how long. \_\_\_\_\_

Areas of Evaluation <i>Score only one box per category.</i>	Below Average	Average	Good (Above average)	Excellent (Top 10%)	Extraordinary (Top 1%)
<b>Leadership</b> <i>Demonstrated ability to influence, inspire and motivate people to achieve a common goal.</i>	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
<b>Communication</b> <i>Demonstrated ability to effectively communicate (verbal, nonverbal, written etc.)</i>	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
<b>Ideation</b> <i>Demonstrated ability to generate ideas that have the potential to provide meaningful change.</i>	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
<b>Collaboration</b> <i>Demonstrated ability to work together with others to achieve a goal.</i>	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
<b>Ownership</b> <i>Demonstrated ability to go above and beyond to solve problems or implement improvements.</i>	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
<b>Quality of Results</b> <i>Demonstrated ability to deliver outcomes of excellence.</i>	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5

### Summary Evaluation

In 2 or 3 sentences, please describe the Candidate's observed strengths and development areas.

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By electronically submitting this recommendation, you understand the information provided is confidential and the exclusive property of the Prosper Mayor's Youth Advisory Council. The Mayor's YAC selection committee may only use this information in making YAC member selections.

## **TOWN OF PROSPER: MAYOR'S YOUTH ADVISORY COUNCIL (MYAC)**

### **BYLAWS AND RULES OF PROCEDURE**

#### **ARTICLE I**

##### **GENERAL PROVISIONS AND RESPONSIBILITIES OF THE COUNCIL**

Section 1. These Rules of Procedure shall be known as the Bylaws and Rules of Procedure of the Mayor's Youth Advisory Council (MYAC) for the Town of Prosper.

Section 2. The responsibilities of the Mayor's Youth Advisory Council are as follows:

To Learn, Listen, Understand. Engage.

To provide input on youth services and programming to Town Council and Town Staff.

To address issues that affect youth in the community.

To harness their ideas to drive engagement & ownership.

To assist with the promotion and implementation of ongoing seasonal events and activities.

To generate an annual report on the progress of the Youth Advisory Council.

#### **ARTICLE II**

##### **COMMITTEE COMPOSITION AND METHOD OF APPOINTMENT**

Section 1. The Mayor's Youth Advisory Council(MYAC) shall be composed of a maximum of eleven (11) members (for the first year 2024), all of whom shall be high school juniors or seniors (whether enrolled in PISD, private or homeschool programs) and be residents of the Town of Prosper or Artesia.

Section 2. All Mayor's Youth Advisory Council(MYAC) members shall be selected following an application and interview process, and will serve one school year, with the option of applying for reappointment until high school graduation. Selection criteria will be based on the applicant's leadership abilities, community involvement and personal/academic recommendation or nomination.

Late or incomplete applications will not be accepted or considered for review.

Reappointments will be based on the member's past participation and commitment to the Mayor's Youth Advisory Council and its activities. Application forms are available on the Town of Prosper website.

Section 3. All Mayor's Youth Advisory Council members must have transportation to and from meetings. Transportation will not be provided.

Section 4. All Mayor's Youth Advisory Council members will be paired with a member of the Prosper Community Engagement Committee (CEC) to help guide and mentor them through their program.

Section 5. Members of the CEC will attend the monthly MYAC meetings to ensure alignment and oversight in their meetings and provide support as needed.

#### **ARTICLE III**

##### **TERMS OF OFFICE AND REMOVAL**

Section 1. Mayor's Youth Advisory Council (MYAC) members should endeavor to attend all regularly scheduled meetings. If a member is unable to attend a regularly scheduled meeting, he or she must

notify the staff liaison at least three hours before the meeting is scheduled to start. In addition, an excused absence will be given for mandatory school functions, but absences need to be communicated to the staff liaison in order to be considered an excused absence. All MYAC members are allowed a maximum of three excused absences within a school year. MYAC Officers are allowed a maximum of two excused absences within a calendar year. If a MYAC member is unable to attend a regularly scheduled meeting but does not notify Town Staff, their absence will be considered unexcused. If a Council member or Officer exceeds the maximum number of excused absences or has three unexcused absences within a school year their status as a member of the MYAC will undergo review by the Council Officers and the Town Staff liaison. The review will take into consideration whether the member consistently gave prior notification of his or her absence and contributed and participated regularly in MYAC events and activities. This review might result in removal from the MYAC.

Section 2. If a MYAC member ceases to reside in the Town of Prosper (or Artesia) during the school year he or she will be asked to step down. If a Council member wishes to resign for any reason after his or her appointment to the Council, he or she must notify the Town Staff Liaison in writing.

Section 3. Any vacancies will be filled by the MYAC Town Staff Liaison.

#### **ARTICLE IV**

##### **OFFICERS**

Section 1. The Youth Advisory Council shall elect from its membership a Chairperson, Vice Chairperson, Secretary and Event/Meeting Photographer for a one-year term of office. Elections will be held at the first meeting of the year.

- The Chairperson is responsible for running meetings, directing projects and programs, helping all officers with their duties and serving as the primary communication line between Youth Council members and the Town Staff.
- The Vice Chairperson is responsible for running meetings when the Chairperson is not available, assisting the Chairperson with their duties and serving as the secondary communication line between Youth Council members and the Town Staff.
- The Secretary is responsible for taking minutes at meetings, taking attendance at meetings and ensuring that the Town Staff have meeting minutes and attendance figures.
- The Event/Meeting Photographer is responsible for taking pictures during all Youth Advisory Council meetings and events.

#### **ARTICLE V**

##### **AMENDMENTS**

Section 1. The bylaws of the Youth Advisory Council may be created, repealed, amended or reworded with a majority vote of the full council. Changes made to the bylaws must be placed on the agenda before the next full Commission meeting for approval.

Section 2. A record of all changes of any kind of the bylaws must be documented. The exact change must be recorded and have the Chairperson's, Vice Chairperson's and Secretary's signatures, the date, and must be properly filed. In addition, a current copy of the bylaws, with the most recent amendments reflected, must be maintained by the council staff.



# TOWN OF PROSPER

## Communications Report July 2023

### SNAPSHOT

COMBINED ACCOUNTS  
[VIEW JULY 2023 COMBINED ACCOUNTS REPORT](#)

<b>484</b>	<b>720</b>	<b>51,859</b>	<b>560,935</b>
POSTS	NEW FOLLOWERS	ENGAGEMENTS	IMPRESSIONS

**Impressions:** The number of times content was displayed to someone's feed.  
**Engagements:** The number of times someone interacted with the content (likes, shares, comments, link clicks, etc.)  
**Reach:** The number of people who see the content.

### TOWN OF PROSPER FACEBOOK



**18,335**  
FOLLOWERS



**GAINED 217 NEW  
FACEBOOK FOLLOWERS  
IN JUNE 2023**

**70**  
POSTS



**59**  
PREVIOUS COMPARISON PERIOD

**13,559**  
ENGAGEMENTS



**11,297**  
PREVIOUS COMPARISON PERIOD

**177,468**  
IMPRESSIONS



**144,956**  
PREVIOUS COMPARISON PERIOD



[VIEW TOP POST](#)

## PROSPER POLICE FACEBOOK



**18,520**  
FOLLOWERS



**GAINED 173 NEW  
FACEBOOK FOLLOWERS  
IN JUNE 2023**

**24**

POSTS



**26**

PREVIOUS COMPARISON PERIOD

**23,922**

ENGAGEMENTS



**15,429**

PREVIOUS COMPARISON PERIOD

**200,843**

IMPRESSIONS



**214,808**

PREVIOUS COMPARISON PERIOD



[VIEW TOP POST](#)

## PROSPER FIRE RESCUE FACEBOOK



**10,383**  
FOLLOWERS



**GAINED 87 NEW  
FACEBOOK FOLLOWERS  
IN JUNE 2023**

**27**

POSTS



**23**

PREVIOUS COMPARISON PERIOD

**5,422**

ENGAGEMENTS



**5,720**

PREVIOUS COMPARISON PERIOD

**95,728**

IMPRESSIONS



**78,218**

PREVIOUS COMPARISON PERIOD



[VIEW TOP POST](#)



## PROSPER PARKS & RECREATION FACEBOOK



**7,333**  
FOLLOWERS



**GAINED 130 NEW  
FACEBOOK FOLLOWERS  
IN JUNE 2023**

**66**

POSTS



**48**

PREVIOUS COMPARISON PERIOD

**7,056**

ENGAGEMENTS



**2,695**

PREVIOUS COMPARISON PERIOD

**78,840**

IMPRESSIONS



**49,896**

PREVIOUS COMPARISON PERIOD



[VIEW TOP POST](#)

## PROSPER COMMUNITY LIBRARY FACEBOOK



**4,820**  
FOLLOWERS



**GAINED 33 NEW  
FACEBOOK FOLLOWERS  
IN JUNE 2023**

**34**

POSTS



**34**

PREVIOUS COMPARISON PERIOD

**2,090**

ENGAGEMENTS



**2,145**

PREVIOUS COMPARISON PERIOD

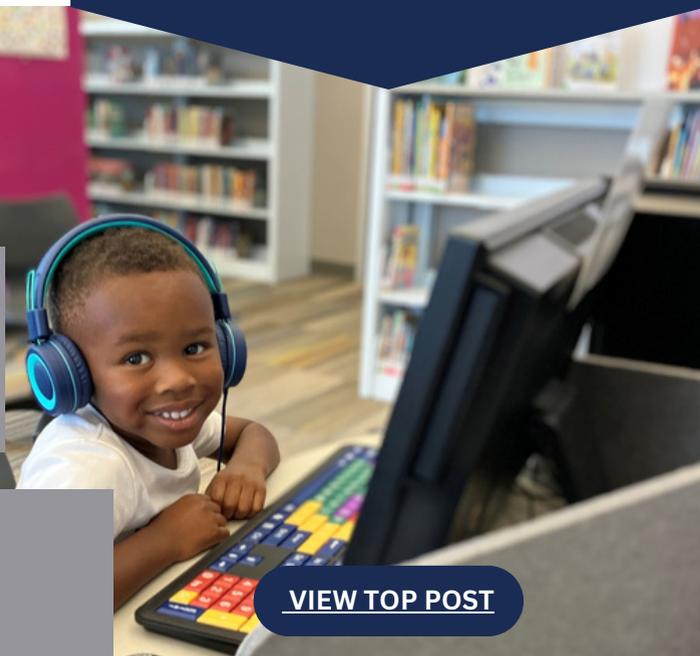
**30,592**

IMPRESSIONS



**30,431**

PREVIOUS COMPARISON PERIOD



[VIEW TOP POST](#)



## TWITTER

### TOWN OF PROSPER

[VIEW TOP POST](#)

**4,696**

FOLLOWERS  
4,655 Comparison Period

### PROSPER POLICE

[VIEW TOP POST](#)

**6,308**

FOLLOWERS  
6,258 Comparison Period

### PROSPER FIRE RECSUE

[VIEW TOP POST](#)

**2,109**

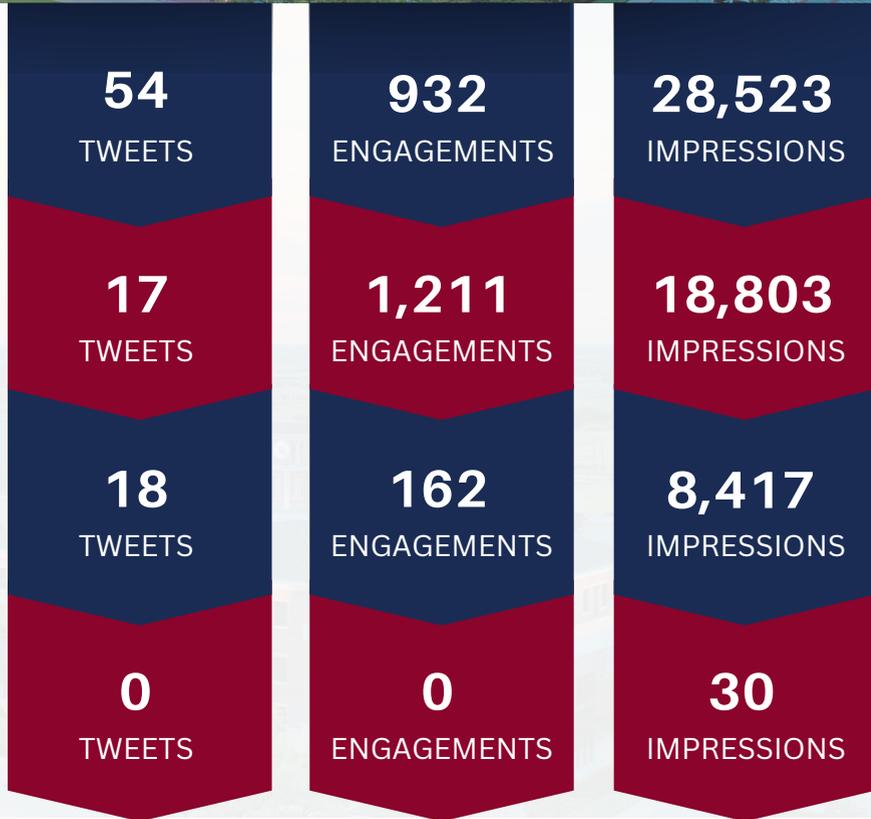
FOLLOWERS  
2,095 Comparison Period

### COMMUNITY LIBRARY

[VIEW TOP POST](#)

**66**

FOLLOWERS  
67 Comparison Period



## INSTAGRAM



**6,673**  
FOLLOWERS

**114**  
POSTS

**117,807**  
IMPRESSIONS

**2,968**  
ENGAGEMENTS



**1,564**  
FOLLOWERS

**33**  
POSTS

**6,787**  
IMPRESSIONS

**140**  
ENGAGEMENTS

### TOWN OF PROSPER

WHITLEY PLACE PARK HIGHLIGHT

7,575 PEOPLE REACHED

312 LIKES

13 COMMENTS



### COMMUNITY LIBRARY

THANK YOU SUMMER READERS!

257 PEOPLE REACHED

16 LIKES

0 COMMENTS



## LINKEDIN

**1,775**  
FOLLOWERS

**6**  
POSTS

**8,279**  
IMPRESSIONS

**801**  
ENGAGEMENTS

**497**  
POST CLICKS

## NEXTDOR

**14,396**  
MEMBERS

**8,145**  
CLAIMED HOUSEHOLDS

**11,123**  
IMPRESSIONS

**12**  
POSTS



## TOWN OF PROSPER VIDEOS



**8**

NEW VIDEOS

- [Where Community Grows: Dan Baker](#)
- [Where Community Grows: Kurt Beilharz](#)
- [Where Community Grows: John Metcalf](#)
- [Where Community Grows: Parviz Shakeri](#)
- [Cowboy Dan Invites You Out to Coffee and Chrome!](#)
- [Where Community Grows: Kaylynn Stone](#)
- [Discover Downtown Prosper: Coffee and Chrome](#)
- [Where Community Grows: Trevor Helton](#)

## MAYOR'S MINUTE



**2**

NEW VIDEOS

ENGAGEMENTS	126
IMPRESSIONS	1,330
VIEWS	660

[MAYOR'S MINUTE - 7/13/2023](#)

[MAYOR'S MINUTE - 7/25/2023](#)

The "Prosper Mayor's Minute" is a concise update provided by the mayor of Prosper, offering important information and updates about the Town's affairs.

## E-NEWS



PRINT AND DIGITAL PUBLICATIONS 2

[PARKS ACTIVITY CALENDAR](#) | [LIBRARY CALENDAR](#)



### RESIDENT UPDATE

**4,067**

CONTACTS

### EMPLOYEE EDITION

**470**

CONTACTS

### HOA MONTHLY NEWSLETTER

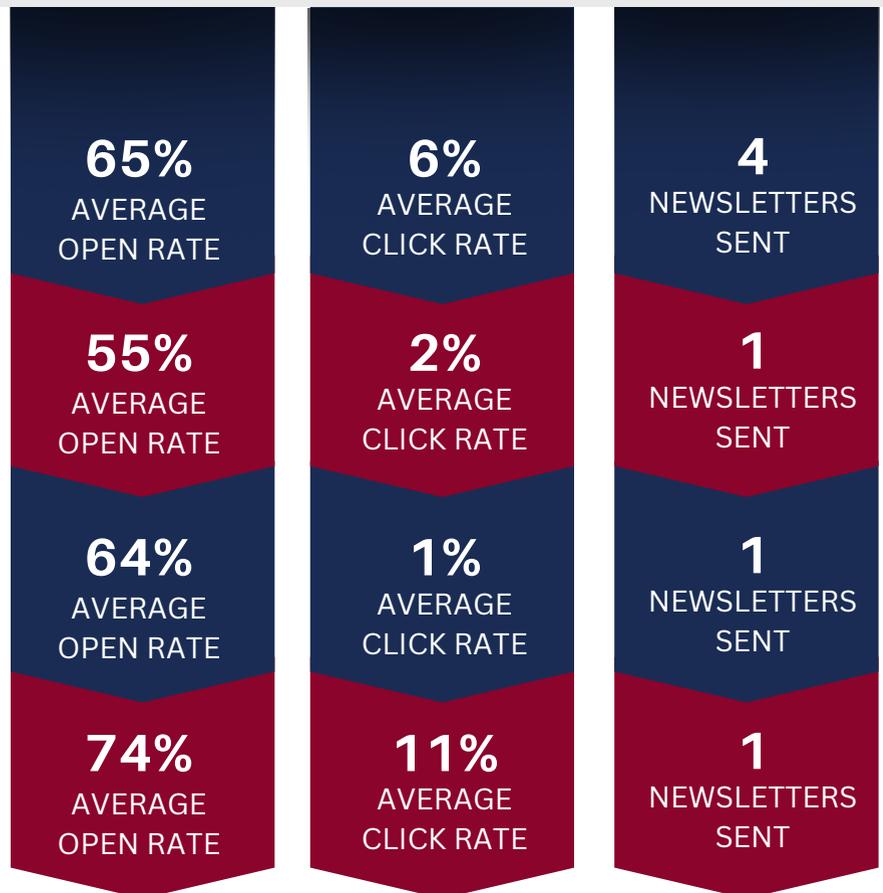
**130**

CONTACTS

### THE LANDSCAPE

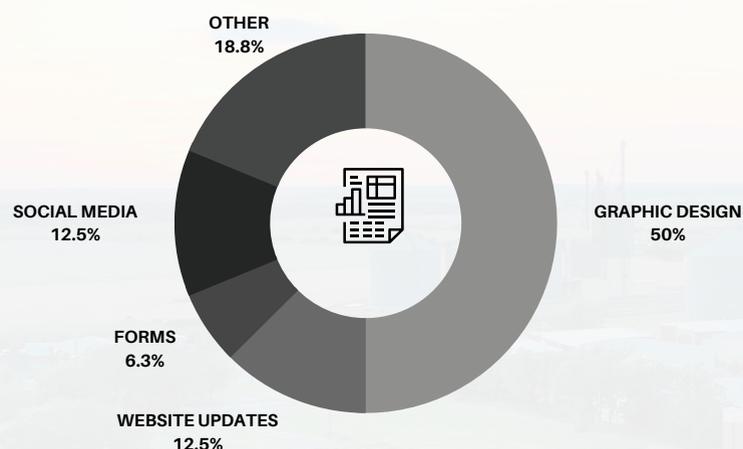
**1,491**

CONTACTS





## COMMUNICATION HELP TICKETS



16 COMMUNICATION HELP TICKETS WERE SUBMITTED FOR JULY 2023

## MYPROSPER MOBILE APP SERVICE REQUESTS



SERVICE REQUESTS & APP DOWNLOADS

## CHATBOT TOP TOPICS

TOPIC	NUMBER OF MENTIONS
• TRASH	26
• UTILITY	14
• WATER	12



These are the top monthly topics that website viewers request information on. These questions are assessed and updated weekly to help viewers find information with ease.

 **67% Resolution Rate**

**63**  
TOTAL REQUESTS

**55**  
CLOSED REQUESTS

**8**  
OPEN REQUESTS

**12**  
NEW APP DOWNLOADS

**4275**  
TOTAL APP DOWNLOADS



## MEDIA COVERAGE



# 770

MEDIA MENTIONS  
CAMPARISON **1,407**



## PRESS RELEASES

# 4

[Prosper Police Apprehend Two Stolen Vehicles with Assistance of New Flock Safety Camera Program](#)  
[Prosper Police Arrest Three Suspects Wanted for North Texas Burglaries](#)  
[New Discover Downtown Coffee and Chrome Car Show Event July 22 in Downtown Prosper](#)  
[First Street Road Update](#)  
[Prosper Fire Rescue Invites the Community to the Grand Opening of the New Central Fire Station](#)

## TOP COVERAGE

[Crews Begin Construction on DNT Extension Over US 380](#)  
TEXAS CONTRACTOR

[Developers eye land along Dallas North Tollway for major Prosper project](#)  
DALLAS MORNING NEWS

[Prosper police arrest three suspects wanted in several North Texas burglaries](#)  
FOX-4 NEWS

[Three wanted suspects arrested for multiple North Texas burglaries, police say](#)  
WFAA 8

[Cook Children's Health Care System to spend \\$13,540,303.00 to occupy 23,300 square feet of space in Prosper Texas.](#)  
INTELLIGENCE 360 NEWS

[Prosper Police Arrest Three Suspects For Burglaries Across North Texas](#)  
LOCAL PROFILE

[How 1418 Coffee has made a home in Prosper's old post office building](#)  
STAR LOCAL MEDIA

[Committee recommends board review of \\$2.6 billion bond proposal to put before Prosper ISD voters](#)  
STAR LOCAL MEDIA

[Prosper ISD to consider passage of 2023-24 budget with \\$10 million shortfall](#)  
STAR LOCAL MEDIA

[The Gates of Prosper continues to see expansion](#)  
STAR LOCAL MEDIA

[Prosper tables zoning vote for mixed-use development project to August meeting](#)  
STAR LOCAL MEDIA

[Get ready to rev your engine at Prosper's 'Coffee & Chrome' car show July 22](#)  
STAR LOCAL MEDIA

[Prosper ISD board to consider \\$2.6B bond](#)  
COMMUNITY IMPACT

[Prosper community invited to attend grand opening of new Central Fire Station on Aug. 8](#)  
STAR LOCAL MEDIA

[New Central Fire Station to be unveiled in Prosper](#)  
COMMUNITY IMPACT

[Prosper Fire Rescue New Central Fire Station to be unveiled](#)  
DFW NEWS



## COMMUNITY ENGAGEMENT

### COMMUNITY ENGAGEMENT **4**

- Wildlife Friendly Landscapes - July 26
- Sprinkler Systems 201 - July 12
- Discover Downtown: Coffee and Chrome - July 22
- Free Hands-On CPR Demonstration - July 26

### **8**

### COMMUNITY ROOM MEETINGS

- Enclave at Lakes of Prosper North Board Mtg.
- Lakes of La Cima HOA
- Business Alliance Meeting
- Girl Scouts Leaders' Planning Mtg.
- PISD Folsom Elementary
- Prosper Parkside HOA
- PBSA Board Meeting



## WEBSITE PERFORMANCE

### USER BREAKDOWN

**77.4%**

OF NEW USERS

**22.6**

RETURNING USERS

**56.89%**

OF USERS ACCESS OUR WEBSITE USING A DESKTOP

**43.11%**

OF USERS ACCESS OUR WEBSITE USING A MOBILE DEVICE

### MOST VISITED PAGES

- [Town of Prosper – A Place Where Everyone Matters](#)
- [Utility Billing– Town of Prosper](#)
- [Trash & Recycling – Town of Prosper](#)
- [Library – Town of Prosper](#)
- [Pay My Utility Bill – Town of Prosper](#)
- [Event Calendar](#)
- [Employment](#)
- [Building Inspections – Town of Prosper](#)
- [Prosper Police](#)
- [Special Events](#)



**32,857**

USERS

COMPARISON PERIOD **28,288**

**1M 30S**

AVG. SESSION DURATION

COMPARISON PERIOD **1M 49S**

**63.20%**

BOUNCE RATE

COMPARISON PERIOD NO **58.58**

**91,190**

PAGEVIEWS

COMPARISON PERIOD **92,698**