



MINUTES

Prosper Town Council Meeting
Prosper Town Hall, Council Chambers
250 W. First Street, Prosper, Texas
Tuesday, November 11, 2025

Call to Order/ Roll Call.

The meeting was called to order at 6:15 p.m.

Council Members Present:

Mayor David F. Bristol
Mayor Pro-Tem Amy Bartley
Deputy Mayor Pro-Tem Chris Kern
Councilmember Marcus E. Ray
Councilmember Craig Andres
Councilmember Jeff Hodges
Councilmember Cameron Reeves

Staff Members Present:

Terry Welch, Town Attorney
Mario Canizares, Town Manager
Michelle Lewis Sirianni, Town Secretary
Bob Scott, Deputy Town Manager
Chuck Ewings, Assistant Town Manager
Robyn Battle, Executive Director
Hulon Webb, Director of Engineering
Carrie Jones, Public Works Director
Dan Baker, Parks and Recreation Director
David Hoover, Development Services Director
Suzanne Porter, Planning Manager
Dakari Hill, Planner
Larenz Taylor, Management Analyst
Leigh Johnson, IT Director
Muya Mwangi, Help Desk Technician I
Todd Rice, Communications Director
Doug Kowalski, Police Chief

Invocation, Pledge of Allegiance and Pledge to the Texas Flag.

Pastor PJ with Compass Church led the invocation. The Pledge of Allegiance and the Pledge to the Texas Flag were recited.

Announcements of recent and upcoming events.

Councilmember Reeves made the following announcements:

Thank you to the 377 participants and over 500 in attendance that took part in this year's Veteran's Day 5K, 10K, and Fun Run. A special thank you to all the volunteers and those who helped make this a fun event for all.

Prosper on Tap, Friendsgiving Sip & Stroll returns on Saturday, November 22 from noon to 4:00 pm in Downtown Prosper. In partnership with SBG Hospitality, this themed event offers a great way to explore what's new and happening downtown. For more information including how to get your tickets, visit www.prospertx.gov/specialevents.

Reminder that Town Hall Offices and the Prosper Community Library will be closed on Thursday, November 27 and Friday, November 28 for the Thanksgiving Holiday. Due to the holiday, residents whose trash service falls on Thursday or Friday will be delayed by one day. The special bulk drop off location at Public Works will also be closed on Saturday, November 29.

The Prosper annual Christmas Festival will take place on Saturday, December 6 at Prosper Town Hall. Come experience the magic of Santa Claus in his Workshop, the Kids Christmas Shoppe, ice skating rink, Kids Fun Zone, Community Stage performances, carriage rides, live demonstrations, and food truck vendors. Also, don't miss out on the Prosper Rotary Club Christmas Parade at 2:30 p.m., and the Tree Lighting with Mayor Bristol at 7:00 p.m. followed by the Drone Show. For more information visit www.prospertx.gov/specialevents.

Councilmember Ray expressed his appreciation to those who have and continue to serve for in honor of Veterans Day.

Presentations.

1. **Proclamation recognizing December 13, 2025, as Salvation Army Red Kettle Campaign Day. (MLS)**

Mayor Bristol read and presented a Proclamation to members of the North Texas Salvation Army.

CONSENT AGENDA:

Items placed on the Consent Agenda are considered routine in nature and non-controversial. The Consent Agenda can be acted upon in one motion. Items may be removed from the Consent Agenda by the request of Council Members or staff.

2. **Consider and act upon the minutes of the October 28, 2025, Town Council Work Session meeting. (MLS)**
3. **Consider and act upon the minutes of the October 28, 2025, Town Council Regular meeting. (MLS)**
4. **Consider acceptance of the September monthly financial report for fiscal year 2025. (CL)**
5. **Receive the Quarterly Investment Report for the Fourth Quarter. (CL)**
6. **Consider and act upon Resolution 2025-56 setting a Public Hearing under Section 311.003 of the Texas Tax Code for the creation of a Tax Increment Reinvestment Zone containing generally encompassing property adjacent to the Dallas North Tollway and the downtown area. (CE)**
7. **Consider and act upon Resolution 2025-57 casting the Town of Prosper's votes for the Collin County Central Appraisal District Board of Directors (CCAD). (MLS)**
8. **Consider and act upon Resolution 2025-58 casting its votes for the Denton County Central Appraisal District Board of Directors (DCAD). (MLS)**
9. **Consider and act upon approving the purchase of wired networking infrastructure, from SHI Inc., utilizing the Texas Department of Information Resources (DIR) Purchasing Contract for \$751,620. (LJ)**

10. Consider and act upon authorizing the Town Manager to execute documents between Climatec, LLC and the Town of Prosper for the installation of a Building Automation System (BAS) at the Central Fire Station in the amount of \$65,732. (RC)
11. Consider and act upon a request for a Façade Plan for Restaurants on Gates of Prosper, Phase 3B, Block B, Lot 3B, on 12.2± acres, located on the northwest corner of Preston Road and University Drive. (DEVAPP-25-0031) (DH)
12. Consider and act upon whether to direct staff to submit a written notice of appeals on behalf of the Town Council to the Development Services Department, pursuant to Chapter 4, Section 1.5(C)(7) and 1.6(B)(7) of the Town's Zoning Ordinance, regarding action taken by the Planning & Zoning Commission on Preliminary Site Plans and Site Plans. (DH)

Mayor Bristol requested to pull item 4.

Mayor Pro-Tem Bartley made a motion to approve consent agenda items 2 through 3, and 5 through 12. Deputy Mayor Pro-Tem Kern seconded the motion. Motion carried unanimously.

Regarding item 4, Mayor Bristol asked for clarification regarding the fund balance policy and cash versus accruals. Mr. Landrum explained how the report is presented monthly versus quarterly, and when the entries reflect its compliance with the town's policy.

Councilmember Ray made a motion to approve item 4 as presented. Councilmember Hodges seconded the motion. Motion carried unanimously.

CITIZEN COMMENTS

Jack Dixon, 810 Long Valley Ct., expressed his appreciation for the funds raised to help build the Veterans Memorial at Frontier Park, and to the Mayor, and all those who have served. He noted items in Phase II that will be done for the Memorial.

Items for Individual Consideration:

13. Conduct a Public Hearing and consider and act upon a request to rezone 61.7± acres from Agricultural and Planned Development-71 to a Planned Development allowing for Mixed-Use Development, located on the south side of First Street and 1,550± feet east of Legacy Drive. (ZONE-24-0025) (DH)

Mr. Hoover presented the item providing an overview of the project. No responses were received as part of the notice requirements. The Planning and Zoning Commission recommended approval with a 5-0 vote. Staff recommends approval.

Ms. Alexa Knight with Daake Law, presented the proposed project request including the proposed Concept Plan, changes made based on feedback received from the Planning and Zoning Commission and Council, and the phasing plan for the project.

Mr. Brian Moore with GFF Design, spoke to the design of the proposed plan highlighting the trail connectivity and open space.

Mayor Bristol opened the public hearing.

No comments were made.

Mayor Bristol closed the public hearing.

The Town Council discussed and expressed concerns about multi-family units, overall density, location of the open space, the phasing plan, the overall configuration of the plan, landscape enhancements, housing uses, and refining details within the documents.

Councilmember Ray made a motion to table a request to rezone 61.7± acres from Agricultural and Planned Development-71 to a Planned Development allowing for Mixed-Use Development, located on the south side of First Street and 1,550± feet east of Legacy Drive to February 24, 2026. Councilmember Andres seconded the motion. Motion carried unanimously.

- 14. Conduct a Public Hearing to consider the adoption of a Unified Development Code, which encompasses amendments to Building Regulations, Business Regulations, Fire Prevention and Protection codes, Health and Sanitation codes, the Subdivision Regulation, Utilities standards, the Zoning Ordinance, Engineering Design Standards, and Definitions. (ZONE-25-0014) (DH)**

Mr. Hoover introduced the item and stated the specifics of each chapter would come back at a later date in ordinance form for the Council to review prior to adoption.

Armon Irones with Freese and Nichols gave an overview of substantive changes within the UDC.

Mayor Bristol opened the public hearing.

No comments were made.

Mayor Bristol closed the public hearing.

Mayor Pro-Tem Bartley made a motion to approve the adoption of a Unified Development Code, which encompasses amendments to Building Regulations, Business Regulations, Fire Prevention and Protection codes, Health and Sanitation codes, the Subdivision Regulation, Utilities standards, the Zoning Ordinance, Engineering Design Standards, and Definitions. Mayor Pro-Tem Kern seconded the motion. Motion carried unanimously.

- 15. Discuss and consider Town Council Subcommittee reports. (DFB)**

CIP Subcommittee: Mayor Pro-Tem Bartley noted the committee received updates on Raymond Community Park, the Public Works and Parks Center, initial road projects plan, and funding for Parvin Road.

Community Engagement Committee: Mayor Pro-Tem Bartley noted the committee discussed upcoming events, a survey, election of officers, and brainstorming ideas to help residents register electric bikes.

Downtown Advisory Committee: Councilmember Ray noted the committee recapped projects currently awaiting funding and discussed the memorial plaza.

Possibly direct Town staff to schedule topic(s) for discussion at a future meeting.

No comments were made.

EXECUTIVE SESSION:

Recess into Closed Session in compliance with Section 551.001 et seq. Texas Government Code, as authorized by the Texas Open Meetings Act, to deliberate regarding:

Section 551.087 – To discuss and consider economic development incentives and all matters incident and related thereto.

Section 551.072 – To discuss and consider the purchase, exchange, lease, or value of real property for municipal purposes and all matters incident and related thereto.

Section 551.074 – To discuss and consider personnel matters and all matters incident and related thereto.

Section 551.089 - To deliberate security information collected, assembled, or maintained by or for a governmental entity to prevent, detect, or investigate criminal activity, pursuant to Section 2059.055 of the Texas Government Code, and all matters incident and related thereto.

Section 551.074 - To discuss appointments to the Board of Adjustment/Construction Board of Appeals, Parks & Recreation Board, Library Board, Prosper Economic Development Corporation Board, Planning & Zoning Commission, Community Engagement Committee, and the Downtown Advisory Committee, and all matters incident and related thereto.

Section 551.071 - Consultation with the Town Attorney regarding legal advice and issues related to Chapter 271 of the Texas Local Government Code, and all matters incident and related thereto.

Section 551.071 – Consultation with the Town Attorney to discuss legal issues associated with any work session or regular agenda item.

The Town Council recessed into Executive Session at 8:02 p.m.

Reconvene in Regular Session and take any action necessary as a result of the Closed Session.

The Town Council reconvened into Regular Session at 9:46 p.m.

No action was taken.

Adjourn.

The meeting was adjourned at 9:47 p.m.

These minutes were approved on the 25th day of November 2025.

APPROVED:

David F. Bristol
David F. Bristol, Mayor

ATTEST:

Michelle Lewis Sirianni
Michelle Lewis Sirianni, Town Secretary

