



MINUTES

Prosper Town Council Meeting
Prosper Town Hall, Council Chambers
250 W. First Street, Prosper, Texas
Tuesday, September 16, 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:

Mario Canizares, Town Manager
Terry Welch, Town Attorney
Michelle Lewis Sirianni, Town Secretary
Bob Scott, Deputy Town Manager
Chuck Ewings, Assistant Town Manager
Robyn Battle, Executive Director
Hulon Webb, Director of Engineering
Brady Cudd, Building Official
Carrie Jones, Public Works Director
Tony Luton, Human Resources Director
Dan Baker, Parks and Recreation Director
Chris Landrum, Finance Director
Colin Ashby, Budget Officer & Grants Administrator
David Hoover, Development Services Director
Suzanne Porter, Planning Manager
Muya Mwangi, Help Desk Technician I
Todd Rice, Communications Director
Leigh Johnson, IT Director
Doug Kowalski, Police Chief
Tom Davis, Assistant Police Chief
Stuart Blasingame, Fire Chief

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

Jason McConnell with Prosper United Methodist 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:

The Prosper Economic Development Corporation is hosting the next Prosper Exchange on Monday, September 22 at 6:00 p.m. The topic "The Exponential Growth of North Texas" will look at the region's growth and what it means for Prosper. There is no fee to attend, but residents are asked to register by visiting www.prosperedc.com.

Join us for “Celebrate Prosper” on Saturday, October 4 at Frontier Park from 4:00 to 8:00 p.m. This free family event is jam-packed with live entertainment, a friendly petting zoo and nonstop action in the Kid Zone with inflatables, face painting, balloon animals, and bubbles. There will also be more food trucks than ever. Stop by the Community Exhibits to meet local businesses and nonprofit organizations sharing information, resources and giveaways. For more information, visit www.prosper.tx.gov/specialevents.

National Night Out will be held on Tuesday, October 7 from 6 pm to 9 pm. Prosper PD, Prosper ISD PD, Prosper Fire Rescue, and First Responder Volunteers will be driving to neighborhoods that want to participate. Visit prosper.tx.gov for more information including how to register your neighborhood to host a block party.

Join the Town for its annual Arbor Day Celebration on Friday, November 7, from 5:00 to 6:00 p.m. at Tanner’s Park. The Parks Operations staff will demonstrate proper planting techniques, plant care, and feeding. Learn more at www.prosper.tx.gov/specialevents.

The Prosper Veterans Day Honor Run will take place on Saturday, November 8 from 8 to 11 a.m. at Frontier Park, with a 10K, 5K and Fun Run. This family-friendly event welcomes participants of all ages and abilities. For more information including how to register, visit www.prosper.tx.gov/specialevents.

Mayor Bristol encouraged citizens to attend the EDC Prosper Exchange and participate in the Veteran’s Day Honor Run.

Presentations.

1. Proclamation declaring September 17-23, 2025, as Constitution Week. (MLS)

Mayor Bristol read and presented Proclamation to members of the Shawnee Trail Chapter Daughters of the Revolution.

2. Recognize members of the Prosper Police Department for recent life-saving awards. (DK)

Chief Kowalski recognized Officer Carlos Riojas and Maria Neives for their recent life-saving efforts.

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.

3. Consider and act upon the minutes of the August 19, 2025, Town Council Special Meeting. (MLS)

4. Consider and act upon the minutes of the August 26, 2025, Town Council Work Session meeting. (MLS)

5. Consider and act upon the minutes of the August 26, 2025, Town Council Regular meeting. (MLS)

6. Consider and act upon a Resolution 2025-43 designating The Frisco Enterprise as the official newspaper of the Town of Prosper and The Dallas Morning News as an alternative advertising source for FY 2025-2026. (MLS)

7. Consider and act upon an Ordinance 2025-44 amending Division 2, "Library Board," of Article 1.04, "Boards, Commissions, and Committees" within Chapter 1 of the Town's Code of Ordinances by amending Section 1.04.032, "Number of Members." (MLS)
8. Consider and act upon an Ordinance 2025-45 repealing Section 4.02.031, "Permit Required; Fee," of Division 2, "Permits and Licenses," of Article 4.02, "Alcoholic Beverages," of Chapter 4, "Business Regulations," of the Town's Code of Ordinances. (MLS)
9. Consider and act upon adopting the FY 2025-2026 Prosper Economic Development Corporation Budget. (SB)
10. Consider and act upon awarding RFP No. 2025-16-A for ASO Medical, Pharmacy Benefits Manager, and Insurance Benefits to Lincoln for Life/AD&D coverage, Symetra Life for Short-Term & Long-Term Disability, UMR/OptumRx for Medical/Pharmacy and authorizing the Town Manager to execute all documents for the same. (TL)
11. Consider and act upon authorizing the Town Manager to enter into an agreement with DynaTen Comfort Systems for the replacement of one rooftop air conditioning unit at Town Hall in the amount of \$61,933. (CE)
12. Consider and act upon authorizing the Town Manager to enter into an agreement with WOPAC Construction, Inc., to install an underground drainage system in the north parking lot of Town Hall in the amount of \$237,358.44. (CE)
13. Consider and act upon the approval of a Purchase Order for vehicle equipment and installation in six (6) 2025 Chevrolet Tahoe's (FY25 VERF Replacement) from DANA Safety Supply, Inc. utilizing BuyBoard Contract #698-23 in the amount of \$153,887. (DK)
14. Consider and act upon a request for a Waiver for Lot Frontage on Teel 380 Addition, Block A, Lot 7, located on the northwest corner of Teel Parkway and University Drive (US 380). (WAIV-25-0004) (DH)
15. [TABLED TO OCTOBER 14] Conduct a Public Hearing and consider and act upon a request to rezone 373.5± acres from Agricultural to a Planned Development allowing for both Single-Family and Age-Restricted Single-Family Residences, located on the south side of Parvin Road and 2,070± feet east of FM 1385. (ZONE-24-0022) (DH) *The applicant has requested this item to be tabled.*
16. [TABLED TO OCTOBER 14] Conduct a Public Hearing and consider and act upon a request to amend the Future Land Use Plan from Medium Density Residential to High Density Residential, on 191.7± acres, located on the south side of Parvin Road and 2,070± feet east of FM 1385. (COMP-24-0002) (DH) *The applicant has requested this item to be tabled.*
17. 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 Pro-Tem Bartley requested to pull item 9.

Councilmember Reeves requested to pull item 10.

Mayor Pro-Tem Bartley made a motion to approve consent agenda items 3 through 8, and 11 through 17. Councilmember Ray seconded the motion. Motion carried unanimously.

Regarding item 9, Mayor Pro-Tem Bartley indicated that the Prosper EDC approved their FY 2025-2026 Budget at their August 25, 2025, meeting. However, their Bylaws indicate they should be presented to the Council prior to August 1. Mayor Bristol indicated that the EDC Board of Directors agreed and will be done earlier next year according to the Bylaws.

Mayor Pro-Tem Bartley made a motion to approve item 9. Councilmember Reeves seconded the motion. Motion carried unanimously.

Councilmember Reeves left the dais.

Regarding item 10, Council had no comments or questions.

Councilmember Ray made a motion to approve item 10. Councilmember Hodges seconded the motion. Motion carried with a 6-0 vote.

CITIZEN COMMENTS

Harper Buster, granddaughter of Mayor Bristol, expressed her affection for her grandfather.

Items for Individual Consideration:

18. Consider and act upon Ordinance 2025-46 amending Water and Wastewater Rates. (CL)

Mr. Landrum presented the item with an overview of the current and proposed rates along with a rate comparison from previous years.

The Council commented on the cost absorbed by the Town and asked how it would be communicated to the residents.

Councilmember Ray made a motion to approve Ordinance 2025-46 amending the Water and Wastewater rates effective October 15, 2025. Mayor Pro-Tem Bartley seconded the motion. Motion approved unanimously.

19. Consider and act upon Ordinance 2025-47 amending Appendix A, "Fee Schedule," of the Town's Code of Ordinances. (CL)

Mr. Landrum presented the item with the Department Directors providing an overview of their fees based on their respective areas.

Mr. Hoover presented an overview of Planning fees including those associated with Health and Code and Building Inspections.

Mr. Baker presented an overview of the Park Development and Recreation fee amendments.

Mr. Webb presented an overview of Inspection and Plan Review fee amendments.

The Town Council discussed Park fees for non-residents and asked if the Park Board reviewed. They also commented on policy considerations for plan reviews and associated fees, and re-inspection fees for food establishments.

Mr. Canizares noted that the staff can review the budget numbers if changes are to be made, which can be adjusted at any time of the year, and would come back as a budget amendment.

Councilmember Hodges made a motion to approve Ordinance 2025-47 amending Appendix A, "Fee Schedule," of the Town's Code of Ordinances effective October 1, 2025. Councilmember Ray seconded the motion. Motion carried unanimously.

- 20. Conduct a Public Hearing to receive public input, consider such input, and consider and act upon Ordinance 2025-48 adopting the Fiscal Year (FY) 2025-2026 Annual Operating and Capital Project Funds budgets and five-year Capital Improvement Program for the fiscal year beginning October 1, 2025, and ending September 30, 2026. (CL)**

In accordance with Texas Government Code §551.043, the Town of Prosper Proposed Budget for Fiscal Year 2025-2026 is posted on the Town's website at: <https://prospertx.gov/proposedbudget25> and the Taxpayer Impact Statement is provided in the agenda packet as an attachment.

Mr. Landrum presented an overview of the FY 2025-2026 budget including key revenue drivers, fee increases, personnel, health fund, debt service fund, capital projects, the multi-year capital program, and property tax rates.

The Town Council discussed areas of the budget and expressed their appreciation to staff for the process this year.

Mayor Bristol opened the public hearing.

No comments were made.

Mayor Bristol closed the public hearing.

Councilmember Ray made a motion to approve Ordinance 2025-48 adopting the Fiscal Year (FY) 2025-2026 Annual Operating and Capital Project Funds budgets and five-year Capital Improvement Program for the fiscal year beginning October 1, 2025, and ending September 30, 2026. Councilmember Kern seconded the motion.

Councilmember Reeves – In Favor
Councilmember Hodges – In Favor
Deputy Mayor Pro-Tem Kern – In Favor
Mayor Bristol – In Favor
Mayor Pro-Tem Bartley – In Favor
Councilmember Andres – In Favor
Councilmember Ray – In Favor

Motion carried unanimously.

- 21. Conduct a Public Hearing to consider and act upon an Ordinance 2025-49 adopting a tax rate of \$0.505 per \$100 valuation for fiscal year 2025-2026. (CL)**

Mr. Landrum noted same presentation applies.

Mayor Bristol opened the public hearing.

No comments were made.

Mayor Bristol closed the public hearing.

Councilmember Ray made a motion that the property tax rate be increased by the adoption of a tax rate of \$0.505, which is effectively a 4.70 percent increase in the tax rate. Councilmember Kern seconded the motion.

Councilmember Reeves – In Favor
Councilmember Hodges – In Favor
Deputy Mayor Pro-Tem Kern – In Favor
Mayor Bristol – In Favor
Mayor Pro-Tem Bartley – In Favor
Councilmember Andres – In Favor
Councilmember Ray – In Favor

Motion carried unanimously.

- 22. Ratifying the property tax increase in the budget for fiscal year (FY) 2025-2026. (CL)**

Councilmember Kern made a motion to ratify the property tax increase in the budget for fiscal year 2025-2026. Councilmember Reeves seconded the motion. Motion carried unanimously.

- 23. Consider and act upon a Resolution of the Town Council of the Town of Prosper, Texas, declaring the necessity to acquire certain properties for right-of-way and easements for the construction of the Legacy Drive (Prosper Trail – Parvin Road) project; determining the public use and necessity for such acquisition; authorizing the acquisition of property rights necessary for said Project; appointing an appraiser and negotiator as necessary; authorizing the Town Manager to establish just compensation for the property rights to be acquired; authorizing the Town Manager to take all steps necessary to acquire the needed property rights in compliance with all applicable laws and resolutions; and authorizing the Town Attorney to institute condemnation proceedings to acquire the property if purchase negotiations are not successful. (HW)**

This item was pulled. No action taken.

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

Capital Improvements Subcommittee: Mayor Pro-Tem Bartley noted it consisted of reviewing budget items.

Finance Subcommittee: Councilmember Ray noted it consisted of reviewing budget items.

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

Councilmember Ray requested a review of sign fees.

Councilmember Reeves requested an overview of the Town's animal services.

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 551.074 - 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 to discuss legal issues associated with any Work Session or Council Meeting agenda item.

The Town Council recessed into Executive Session at 8:04 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 9:01 p.m.

Mayor Pro-Tem Bartley made a motion to ratify the Prosper Economic Development Corporation's purchase of the property located at 380 West Broadway in the Town. Deputy Mayor Pro-Tem Kern seconded the motion. Motion carried with a 6-0 vote. Councilmember Hodges was not present for the vote.

Adjourn.

The meeting was adjourned at 9:03 p.m.

These minutes were approved on the 14th day of October 2025.

APPROVED:


David F. Bristol, Mayor

ATTEST:


Michelle Lewis Sirianni, Town Secretary

