



**MINUTES**  
**Prosper Town Council Meeting**  
Prosper Town Hall, Council Chambers  
250 W. First Street, Prosper, Texas  
Tuesday, March 26, 2024

**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 Craig Andres  
Deputy Mayor Pro-Tem Marcus E. Ray  
Councilmember Amy Bartley  
Councilmember Chris Kern  
Councilmember Jeff Hodges  
Councilmember Charles Cotten

**Staff Members Present:**

Mario Canizares, Town Manager  
Bob Scott, Deputy Town Manager  
Michelle Lewis Sirianni, Town Secretary  
Terry Welch, Town Attorney  
Chuck Ewings, Assistant Town Manager  
Robyn Battle, Executive Director  
Chris Landrum, Finance Director  
Hulon Webb, Director of Engineering Services  
David Hoover, Development Services Director  
Suzanne Porter, Planning Manager  
Whitney Rehm, Budget Officer and Grants Administrator  
Todd Rice, Communications and Media Relations Manager  
Jessika Hotchkin, Help Desk Technician  
Robert Cook, Facilities Manager  
Doug Kowalski, Police Chief  
Stuart Blasingame, Fire Chief

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

Jeremy Meister with Gateway Church led the invocation. The Pledge of Allegiance and the Pledge to the Texas Flag were recited.

**Announcements of recent and upcoming events.**

Councilmember Kern made the following announcements:

A reminder that Town Hall Offices will be closed Friday, March 29 for the Good Friday Holiday. Trash and recycling services will run as normally scheduled.

Prosper Community Library will be closed on Saturday, March 30 due to the holiday. The book drop box will be closed Thursday, March 28 at 8:00 p.m. until Monday, April 1 at 9:00 a.m. for the holiday weekend.

Residents who have moved to Prosper since August 2023 are invited to our New Resident Mixer on Thursday, April 4, 2023, from 5:00 p.m. to 7:00 p.m. Please join us for an evening of family-friendly fun with entertainment and refreshments as you meet new neighbors and Town staff.

Booths will be set up on the South Lawn of Town Hall with information about Town services. We look forward to meeting you!

The annual Prosper Spring Cleanup is scheduled for Saturday, April 6 from 8 a.m. to 12 p.m. at Town Hall. Residents will have an opportunity to dispose of various items. To enter the event, please be prepared to show your utility bill and valid driver's license. Visit the Town's website for more information including a list of acceptable items.

The Prosper Downtown Advisory Committee is holding a logo competition for all Prosper students grades 9-12, including Prosper ISD, private school, and home school students are eligible to participate. The Committee is seeking a logo that embodies the essence of our beautiful downtown. The submission deadline is Friday, April 12. Get all the details and apply at [prosper.tx.gov/downtownlogo](http://prosper.tx.gov/downtownlogo)

### **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 at the request of Council Members or staff.

1. **Consider and act upon the minutes from the March 12, 2024, Town Council Work Session meeting. (MLS)**
2. **Consider and act upon the minutes from the March 12, 2024, Town Council Regular meeting. (MLS)**
3. **Consider acceptance of the February 2024 monthly financial report. (CL)**
4. **Consider and act upon Ordinance 2024-26 releasing 12.368 Acres, more or less, generally located north of US Highway 380 between the Dallas North Tollway and Mahard Parkway in Collin County, from the Town's Extraterritorial Jurisdiction. (TW)**
5. **Consider and act upon approving the purchase of bunker gear, wildland gear, supplies, and equipment from NAFECO INC., utilizing the Texas Local Government Purchasing Cooperative; and authorizing the Town Manager to execute documents for the same. (SB)**
6. **Consider and act upon approving the purchase of radio equipment and supplies from Motorola Solutions, Inc., utilizing the State of Texas DIR Contract TSO-4101; and authorizing the Town Manager to execute documents for same. (DK)**
7. **Consider and act upon authorizing the Town Manager to execute a contract with Nouveau Technology Services, LP, for interior improvements to Town Hall. (CE)**
8. **Consider and act upon Ordinance 2024-27 renaming a north-south segment of First Street to Wildcat Way and renaming an east-west segment to Wear Cemetery Lane located west of Whitley Place Drive. (HW)**
9. **Consider and act upon authorizing the Town Manager to execute a Professional Engineering Services Agreement between Stantec Consulting Services, Inc., and the Town of Prosper, Texas, related to the Legacy Drive Traffic Signals and First Street/Windsony Parkway Intersection Analysis project. (HW)**
10. **Consider and act upon Ordinance 2024-28 granting a Specific Use Permit (SUP) for a Licensed Child-Care Center use and a one-year approval of a temporary**

building, as shown on the Site Plan, "Exhibit B", on 9.7± acres on Collin County School Land Survey, Abstract 147, Tracts 145, 168, and 172, located on the east side of Church Street and 305± feet south of First Street. The property is zoned Single Family-15. (ZONE-23-0035) (DH)

11. Consider and act upon Ordinance 2024-29 amending the number of contiguous units that constitute a row of Townhomes in Planned Development-111 (PD-111), Ordinance No. 2021-52, to two (2) to seven (7) connected residential units, located north of US 380 (University Drive) and west of Lakewood Drive. (ZONE-24-0003) (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 Pro-Tem Andres made a motion to approve consent agenda items 1 through 12. Councilmember Hodges seconded the motion. Motion carried unanimously.

### CITIZEN COMMENTS

Parker Reguero, 1811 Santa Fe Lane, listed concerns for those residing in Frontier Estates, which consisted of the excessive influx of cut-through traffic entering the neighborhood from Frontier Parkway and exiting on Preston Road to bypass the traffic signal and the current noise levels on Frontier Parkway, and the anticipation of them worsening as the road expansion progresses. He requested a traffic study to be conducted to adjust the timing at the Preston Road and Frontier Pkwy intersection and for TxDOT to conduct another noise analysis or ideally a noise barrier wall to be installed between their neighborhood and the road as part of the expansion project.

Raj Sripada, 1651 Santa Fe Lane, noted the same concerns as Mr. Reguero.

Mr. Canizares noted the Police Chief and Director of Engineering Services are in attendance and will have staff can reach out to facilitate a meeting to discuss further.

### Items for Individual Consideration:

13. Conduct a public hearing and consider and act upon a request to rezone 0.3± acres on Prosper Central Addition, Block 1, Lot 1 from Single Family-15 to Planned Development–Downtown Office to allow multifamily, office, and retail uses, located on the northeast corner of Coleman Street and Sixth Street. (ZONE-23-0029) (DH)

Mr. Hoover introduced the item noting the intent of the request is to construct a two-story, mixed-use building that allows for multifamily, office, and retail uses. The first floor will consist of office and retail uses while the second floor will consist of a maximum of four multifamily units. Mr. Hoover outlined the surrounding zoning, permitted uses, parking requirements, landscaping requirements, and architectural standards. The Planning and Zoning Commission recommended approval of the item with a 4-2 vote. The Commissioners voting in opposition were due to concerns with the multifamily component, and the adjacency to residential development to the east. Staff recommends approval.

The Town Council discussed parking, setbacks from Coleman, landscaping, lighting, and alleyway improvements.

Mo Adepoju, applicant for the project addressed parking, the maximum size of the multifamily units, access to the office space, and the main entrance and exits.

Mayor Bristol opened the public hearing.

No comments were made.

Mayor Bristol closed the public hearing.

The Town Council further discussed permitted uses, limiting signage to Coleman, parking, façade elevations, fencing, and concerns of the height of the building.

Deputy Mayor Pro-Tem Ray made a motion to table a request to rezone 0.3± acres on Prosper Central Addition, Block 1, Lot 1 from Single Family-15 to Planned Development–Downtown Office to allow multifamily, office, and retail uses, located on the northeast corner of Coleman Street and Sixth Street to April 16, 2024. Mayor Pro-Tem Andres seconded the motion. Motion carried unanimously.

14. **Consider and act upon authorizing the Town Manager to execute an Amendment to Participating Member Contract between the Upper Trinity Regional Water District, and the Town of Prosper, Texas, related to subscribing for additional wastewater treatment capacity associated with the expansion of the Doe Branch Water Reclamation Plant. (CE)**

Mayor Bristol stated he would like this item to be referred to the Capital Improvement and Finance Subcommittee's for their review.

Councilmember Cotten made a motion to postpone authorizing the Town Manager to execute an Amendment to Participating Member Contract between the Upper Trinity Regional Water District, and the Town of Prosper, Texas, related to subscribing for additional wastewater treatment capacity associated with the expansion of the Doe Branch Water Reclamation Plant. Councilmember Kern seconded the motion. Motion carried unanimously.

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

Downtown Advisory Committee: Deputy Mayor Pro-Tem Ray noted updates being made in Downtown and that staff went out to bid for the arches with five responses received.

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

Mayor Bristol requested a review of the solicitation ordinance, an update regarding the concerns in Frontier Estates noted during Citizen Comments, and to explore an ordinance for the operation/use of drones for retail delivery.

**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 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 and consider personnel matters, including the annual evaluation of the Town Manager, and all matters incident and related thereto.

The Town Council recessed into Executive Session at 7:37 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 9:29 p.m.

No action was taken.

**Adjourn.**

The meeting was adjourned at 9:29 p.m.

These minutes were approved on the 16<sup>th</sup> day of April 2024.

APPROVED:

*David F. Bristol*

David F. Bristol, Mayor

ATTEST:

*Michelle Lewis Sirianni*

Michelle Lewis Sirianni, Town Secretary

