



MINUTES

Prosper Town Council Meeting
Prosper Town Hall, Council Chambers
250 W. First Street, Prosper, Texas
Tuesday, November 25, 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
Pete Anaya, Assistant Director of Engineering – Capital Projects
Brady Cudd, Building Official
Tony Luton, Human Resources Director
Chris Landrum, Finance Director
Dan Baker, Parks and Recreation Director
Kurt Beilharz, Assistant Parks and Recreation Director
Dakari Hill, Planner
Ryan Pasko, Help Desk Technician II
Todd Rice, Communications Director
Doug Kowalski, Police Chief

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

Brad Wilkerson with Rock Creek 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:

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.

The Prosper Ladies Association is sponsoring its annual Prosper Christmas Angel Program. A Christmas Angel Tree is located in the lobby of Town Hall. Residents may select a Wish Tag from the tree and scan the QR code to help a Prosper ISD child or a senior citizen or visit www.prosperchristmasangels.com to select a child or silver angel. Gift drop-off dates are December 8th through 10th.

Join Mayor Bristol and members of the Prosper Town Council and staff on Saturday, December 13 from 10:00 a.m. to 5:00 p.m. for the ringing of the bell for the Salvation Army Red Kettle Challenge at the Kroger located at 1250 N. Preston Road. All money raised will support a range of services that combat poverty, addiction, and homelessness in Collin County.

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.

1. **Consider and act upon the minutes of the November 11, 2025, Town Council Work Session meeting. (MLS)**
2. **Consider and act upon the minutes of the November 11, 2025, Town Council Regular Meeting. (MLS)**
3. **Consider and act upon the minutes of the November 13, 2025, Town Council Special meeting. (MLS)**
4. **Consider and act upon the minutes of the November 13, 2025, Town Council, EDC, and P&Z Joint Work Session. (MLS)**
5. **Consider and act upon Ordinance 2025-60 repealing Ordinance 2023-32 of the Town's Code of Ordinances; Creating and adopting a Special Purpose Sign District-9 pursuant to Section 3.14.015 of the Town's Code of Ordinances as amended for the Gates of Prosper, Phase 2 and Phase 3. [MISC-25-0002] (DH)**
6. **Consider and act upon approving a Professional Services Agreement between Walter P. Moore and the Town of Prosper, Texas, for the preparation of plans and construction documents for renovations to the pond dam at Raymond Community Park in the amount of \$101,000. (DB)**
7. **Consider and act upon authorizing the Town Manager to execute a Professional Engineering Services Agreement between Freese and Nichols, Inc., and the Town of Prosper, Texas, related to the design of the US 380 30-inch Water Line and 8-inch Wastewater Line Relocation project, in the amount of \$1,018,600. (PA)**
8. **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)**

Councilmember Ray made a motion to approve consent agenda items 1-8. Mayor Pro-Tem Bartley seconded the motion. Motion carried unanimously.

CITIZEN COMMENTS

Kaylee Brooks, 1340 Cedar Springs Drive, stated she is currently part of a local Scout's troop and looking to do her Eagle Scout project. She requested that if anyone knows or could help direct her to someone in the community or is affiliated with a school or church that would have a project, she would appreciate the guidance.

Items for Individual Consideration:

9. **Conduct a Public Hearing on the proposed creation of Tax Increment Reinvestment Zone No. 3 located along the Dallas North Tollway generally bound by Frontier Parkway, US Highway 380, North Coleman Street, and West of the Dallas North Tollway along existing/future Shawnee Trail. (CE)**

Mr. Ewings presented the item by defining a reinvestment zone, showing the proposed location for TIRZ No. 3, and noting the projected revenues based on the proposed projects, and that the reinvestment zone would be a 20-year term.

Trent Petty, Consultant, commented on the location of the reinvestment zone and the amount of growth the area would entail making it a larger investment zone, which would be reviewed annually.

Mayor Bristol opened the public hearing.

No comments were made.

Mayor Bristol closed the public hearing.

The Town Council noted this would be a tool to incentive economic development.

No further comments or action taken.

10. **Consider and act upon authorizing the Town Manager to execute any documents related to the purchase of park playground equipment from Play and Park Structures in the amount of \$2,057,989.85. (CE)**

Mr. Ewings stated this item is a joint project between the Town and the Economic Development Corporation. The plan is to develop a regionally inclusive park for the community and children with special needs. Construction is set to begin at the beginning of the year.

Mayor Pro-Tem Bartley made a motion to approve authorizing the Town Manager to execute any documents related to the purchase of park playground equipment from Play and Park Structures in the amount of \$2,057,989.85. Councilmember Kern seconded the motion. Motion carried unanimously.

11. **Consider and act upon awarding RFP No. 2026-02-B for stop loss insurance for the Town's self-insurance fund, effective January 1, 2026, not to exceed \$900,000, and authorize the Town Manager to execute all documents for the same. (TL)**

Mr. Luton presented the item noting the Town's self-insurance fund has stop-loss insurance in place to safeguard against substantial claim losses. Annually, stop-loss insurance must be marketed for renewal. This year the Town received three bids from QBE, Evolution Risk, and Tokio Marine HHC. Upon evaluation of the bids, Town staff is recommending awarding the bid to Evolution Risk. Any cost savings incurred will remain in the Health Fund.

The Town Council discussed the Town's max liability and adjusting the deductible this year. The item was reviewed and recommended for approval by the Finance Subcommittee.

Councilmember Ray made a motion to approve awarding RFP No. 2026-02-B for stop loss insurance for the Town's self-insurance fund, effective January 1, 2026, not to exceed \$900,000, and authorize the Town Manager to execute all documents for the same. Councilmember Kern seconded the motion. Motion carried unanimously.

12. Consider and act upon the 2026 Prosper Town Council Regular meeting schedule. (MLS)

Ms. Lewis Sirianni presented the proposed meeting dates for 2026 noting the meeting dates in April will be the first and fourth Tuesday and the May meeting dates will be the second and third Tuesday to accommodate scheduling conflicts.

Councilmember Ray made a motion to approve the 2026 Prosper Town Council Regular meeting schedule. Councilmember Hodges seconded the motion. Motion carried unanimously.

13. Discuss and consider Town Council Subcommittee reports. (DFB)

Finance Subcommittee: Councilmember Ray noted items were all on the agenda this evening.

CIP Subcommittee: Mayor Pro-Tem Bartley noted the committee meets on December 1.

Mayor Bristol noted his appreciation to Mayor Pro-Tem Bartley and Councilmember Hodges for attending MYAC on his behalf.

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

Councilmember Ray requested an update on bandit signs.

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 551.071 - 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 6:43 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 7:58 p.m.

No action was taken.

Adjourn.

The meeting was adjourned at 7:59 p.m.

These minutes were approved on the 9th day of December 2025.

APPROVED:

David F. Bristol

David F. Bristol, Mayor

ATTEST:

Michelle Lewis Sirianni
Michelle Lewis Sirianni, Town Secretary

