



MINUTES
Prosper Town Council Meeting
Prosper Town Hall, Council Chambers
250 W. First Street, Prosper, Texas
Tuesday, October 28, 2025

Call to Order/ Roll Call.

The meeting was called to order at 6:16 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
Michelle Lewis Sirianni, Town Secretary
Chuck Ewings, Assistant Town Manager
Robyn Battle, Executive Director
Hulon Webb, Director of Engineering
Carrie Jones, Public Works Director
Tony Luton, Human Resources Director
Dan Baker, Parks and Recreation Director
Kurt Beilharz, Asst. Parks and Recreation Director
David Hoover, Development Services Director
Leigh Johnson, IT Director
Ryan Pasko, Help Desk Technician II
Todd Rice, Communications Director
Doug Kowalski, Police Chief
Tom Davis, Assistant Police Chief
Stuart Blasingame, Fire Chief

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

Pauline Henry with Methodist Celina Hospital 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:

Early Voting for the November General and Special Election continues this week through Friday, October 31 from 7:00 am to 7:00 pm. Voting dates, hours, and designated locations may be found on the Town's website at prosper.tx.gov/vote or by visiting the Collin County and Denton County Elections websites.

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.prospertx.gov/specialevents.

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.

Councilmember Ray recognized and thanked the Police and Fire Departments in honor of National First Responders Day.

Mayor Bristol invited residents to attend the Ribbon Cutting for the Veterans Memorial at Frontier Park following the Veterans Day Honor Run.

Presentations.

1. Receive an update regarding the 89th Texas Legislative Session. (RB)

Ms. Battle introduced Jake Posey with Mercury LLC.

Mr. Posey provided an update regarding the recent legislative session including major topics such as school vouchers, property tax packages, and water infrastructure. He noted bills that were associated with the Town's legislative priorities and their outcomes, and next steps in preparing for the 2027 Legislative Session.

Mayor Bristol and Councilmembers Andres and Reeves shared their appreciation for his presence and efforts made regarding the Town's legislative priorities.

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 14, 2025, Town Council Work Session meeting. (MLS)**
- 3. Consider and act upon the minutes of the October 14, 2025, Town Council Regular meeting. (MLS)**
- 4. Consider and act upon the minutes of the October 16, 2025, Town Council, EDC, and P&Z Joint Work Session. (MLS)**
- 5. Consider and act upon Ordinance 2025-55 amending the Code of Ordinances by amending Section 1.09.008, "Bicycle and Electric Bicycle riding and skating in Parks and on Bike Trails," of Article 1.09, "Parks and Recreation," of Chapter 1, "General Provisions," to provide for a speed limit for electric bicycles in Parks and on Bike Trails; Amending Chapter 12, "Traffic and Vehicles," by adding a new Article 12.10, "Regulations Specific to Electric Bicycles, Pocket Bikes or Mini Motorbikes". (TW)**
- 6. Consider and act upon authorizing the Town Manager to approve the purchase of a Managed Security Service Provider platform, through SHI Public Sector in the amount of \$92,465. (LJ)**

7. Consider and act upon authorizing the Town Manager to approve the purchase of the annual license renewal of the Town's virtual server cluster platform, through SHI Public Sector in the amount of \$60,348.16. (LJ)
8. Consider and act upon approving the purchase of Fire Station Emergency Station Alerting equipment from US Digital Designs for the new Fire Station 4, through the Houston-Galveston Area Council (HGAC) Cooperative Purchasing Program Contract#EC07-23 in the amount of \$94,316.70. (SB)
9. Consider and act upon approving the purchase of one (1) Cascade SCBA Fill Station from August Industries Inc., through the BuyBoard Purchasing Cooperative Contract 698-23 in the amount of \$58,132.05. (SB)
10. Consider and act upon authorizing the Town Manager to execute a Construction Agreement with Ratliff Hardscape, Ltd. for the Doe Branch Trail Connections in the amount of \$312,116.65. (DB)
11. Consider and act upon approving a Professional Services Agreement between Kimley-Horn and Associates, Inc. and the Town of Prosper, Texas, for the preparation of plans and construction documents for landscaping of Mahard Pkwy and Prairie Drive roadway medians in the amount of \$100,000 and authorize the Town Manager to execute documents for the same. (DB)
12. Consider and act upon authorizing the Town Manager to execute a Construction Agreement awarding CSP No. 2025-17-B to Roadway Solutions Inc., related to construction services for the Teel Parkway at Prairie Drive traffic signal project, for \$517,548.75. (HW)
13. [TABLED TO NOVEMBER 11] 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) *Town staff has requested for this item to be tabled.*
14. 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 requested to pull items 5, 12, and 14.

Deputy Mayor Pro-Tem Ray made a motion to approve consent agenda items 2 through 4, 6 through 11, and 13. Mayor Pro-Tem Bartley seconded the motion. Motion carried unanimously.

Regarding item 5. Chief Kowalski provided a brief presentation outlining items discussed at the previous meeting and outlined proposed amendment changes.

The Town Council discussed issuance of citations, new permit procedures, the education campaign and ways to communicate the information, and noting the enforcement date begins December 1, 2025.

Councilmember Ray made a motion to approve item 5. Councilmember Reeves seconded the motion. Motion carried unanimously.

Regarding item 12, Councilmember Ray asked for more explanation regarding the engineer's estimate based on the last signal related item, and the project costs.

Mr. Webb noted that this item is only for the construction portion of the signal(s); therefore, the variations are based on from the prior purchase of the equipment being done prior to bidding out the construction for the signal.

Mayor Bristol added that due to it being a high visibility intersection, he would prefer not to delay the project.

Mayor Pro-Tem Bartley made a motion to approve item 12 as presented. Councilmember Hodges seconded the motion. Motion carried with a 6-1 vote. Councilmember Ray voting in opposition.

Regarding item 14, Councilmember Ray asked if two parking spaces are sufficient and asked about the name of the park.

Mr. Baker stated the layout of the park is consistent with other neighborhood parks in the town. The name of the park was discussed and approved by the Parks and Recreation Board.

The Town Council discussed parking concerns, adding no parking signs, and the naming of parks.

Mr. Ewings commented since this is a Site Plan with minor modifications, the Council may approve with noted changes done on the staff level.

Councilmember Ray made a motion to approve item 14. Councilmember Reeves seconded the motion. Motion carried unanimously.

CITIZEN COMMENTS

No comments were made.

Items for Individual Consideration:

- 15. Consider and act upon a Park Improvement Fee Agreement between the Town of Prosper and Shaddock-Creeside Prosper, LLC, for the Creekside development. (DB)**

Mr. Baker introduced the item noting the considerations within the agreement which include a credit to the park improvement fees to fully fund the cost of the ten-foot connector trail and placing the fee due from the developer into escrow to be used towards development of the proposed neighborhood park. The Parks and Recreation Board recommend approval with the condition that they would like to amenitize the park as quickly as possible. The timeframe of the park completion is late summer to early fall of 2026. Staff recommends approval.

The Town Council discussed what amenities are to be placed in the park and needing input from the Parks and Recreation Board, having a mechanism in place regarding penalties if the project is not complete on time, concerns with the escrow agreement, and the option of using sod versus seeding.

Mayor Pro-Tem Bartley made a motion to table item 15. Councilmember Andres seconded the motion. Motion carried unanimously.

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

No reports made.

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

Councilmember Ray requested a discussion regarding a policy for the naming of parks and an update on the schedule and frequency of the cleaning of streets, especially along US 380.

Councilmember Reeves requested a joint work session with the Parks and Recreation Board.

Mayor Pro-Tem Bartley requested an update for the PD location within The Gates; discussion regarding a possible ordinance amendment shortening the time frame of citation issuance for high weeds and grass; discussion regarding other possible mechanisms other than liens, and an update regarding the cell tower location at Lakewood Park and speaking with the residents regarding mowing.

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 551.071 - Consultation with the Town Attorney regarding legal issues associated with HB 3611 (2025 Regular Session), 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 regular agenda item.

The Town Council recessed into Executive Session at 7:35 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 8:42 p.m.

Mayor Pro-Tem Bartley made a motion to ratify the Prosper Economic Development Corporation's purchase of the property located at 380 W. Broadway Street in the Town. Deputy Mayor Pro-Tem Kern seconded the motion. Motion carried unanimously.

Mayor Pro-Tem Bartley made a motion to authorize the Town Manager to execute a Ground Lease Agreement by and between Children's Health System of Texas and the Town of Prosper, and to take any and all necessary actions related thereto. Deputy Mayor Pro-Tem Kern seconded the motion. Motion carried unanimously.

Mayor Pro-Tem Bartley made a motion to appoint Rory Conley to the Community Engagement Committee. Deputy Mayor Pro-Tem Kern seconded the motion. Motion carried unanimously.

Adjourn.

The meeting was adjourned at 8:43 p.m.

These minutes were approved on the 11th day of November 2025.

APPROVED:

David F. Bristol, Mayor

ATTEST:

Michelle Lewis Sirianni, Town Secretary