



MINUTES

Prosper Town Council Meeting
Prosper Town Hall, Council Chambers
250 W. First Street, Prosper, Texas
Tuesday, June 25, 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 Marcus E. Ray
Deputy Mayor Pro-Tem Amy Bartley
Councilmember Craig Andres
Councilmember Chris Kern
Councilmember Cameron Reeves

Council Members Absent:

Councilmember Jeff Hodges

Staff Members Present:

Mario Canizares, Town Manager
Terry Welch, Town Attorney
Michelle Lewis Sirianni, Town Secretary
Chuck Ewings, Assistant Town Manager
Robyn Battle, Executive Director
Chris Landrum, Finance Director
Whitney Rehm, Budget Office & Grants Administrator
Hulon Webb, Director of Engineering Services
Pete Anaya, Assistant Director of Engineering, CIP
David Hoover, Development Services Director
Dan Baker, Parks and Recreation Director
Carrie Jones, Public Works Director
Todd Rice, Communications and Media Relations Manager
Skyler Sparks, Help Desk Technician
Mary Ann Moon, EDC Director
Stuart Blasingame, Fire Chief
Shaw Eft, Assistant Fire Chief
Doug Kowalski, Police Chief

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

Father Ayad with Saint Mark's Coptic Orthodox 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 Community Library will hold its annual July 4th parade on Monday, July 1 at 10:00 a.m. around Town Hall. The event is open to families of all ages. Come join in on the fun with the library.

The annual Pride in the Sky Independence Day Celebration held by Cedarbrook Media will take place on Monday, July 1 at Frontier Park. Festivities begin at 5:00 p.m. and will include live music, Kid Zones, food, games, and fireworks set to music. Come out for a night of celebration and fun.

Registration is open for the Citizens Fire Academy. Classes will run for 10 weeks, every Thursday evening from 6:30 to 9:00 p.m. starting Thursday, August 1. Residents may register by visiting prosper.tx.gov/citizensfireacademy. The deadline to register is July 11 with limited space available.

A reminder that Town Hall Offices including the Prosper Community Library will be closed on Thursday, July 4 for the Independence Day Holiday. There will be no delay in trash services; Services will run as normally scheduled.

Mayor Pro-Tem and Council Members recognized Mayor Bristol's birthday.

Presentations.

1. Recognize the finalists and the winner of the Downtown Logo Competition. (RB)

Ms. Battle presented the logos from the three finalists and announced the winner of the competition. The winner's logo will be used as inspiration for future branding for the Town's Downtown.

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.

- 2. Consider and act upon the minutes from the June 11, 2024, Town Council Regular meeting. (MLS)**
- 3. Consider and act upon the minutes from the June 13, 2024, Town Council and Prosper Economic Development Corporation Joint Work Session meeting. (MLS)**
- 4. Consider acceptance of the May 2024 monthly financial report. (CL)**
- 5. Consider approval of revisions to the Town of Prosper Financial Policies Chapter 12-Vehicle Equipment and Replacement Fund, Chapter 13, Fund Balance Policy, Chapter 15-Debt Management Policy, Chapter 17- Financial Management Policies and the creation of a Summary of Financial Policies. (CL)**
- 6. Consider and act upon authorizing the Town Manager to approve the purchase of ClearGov Budget Suite and Digital Budget Book Software in the amount of \$42,500. (CL)**
- 7. Consider and act upon authorizing the Town Manager to approve the purchase of meter transmission units (MTUs), data collector units (DCUs) and related meter parts for use with water meters from Aclara Technologies, LLC, in the amount of \$150,000. (CJ)**
- 8. Consider and act upon authorizing the Town Manager to approve the purchase of nine (9) Motorola In-Car Video Systems (MVRs) from Motorola Solutions, Inc. for Police Department Patrol Vehicles for \$78,044. (DK)**

9. **Consider and act upon Resolution 2024-46 authorizing the Town Manager, and/or his/her designee, to apply for three 2024 Collin County Project Funding Assistance Program Grants for the Pecan Grove Trail, Raymond Community Park Trail, and Whitley Place Pavilion projects, and approve the authorization to accept the three 2024 Collin County Project Funding Assistance Program Grants, if awarded. (DB)**
10. **Consider and act upon authorizing the Town Manager to execute a Professional Services Agreement between Teague Nall and Perkins, Inc. and the Town of Prosper, Texas, for design services and preparation of construction documents for the Downtown Park Project (Project #2319-PK) for \$105,700. (DB)**
11. **Consider and act upon authorizing the Town Manager to execute a Professional Engineering Services Agreement between Garver, LLC, and the Town of Prosper, Texas, related to the design of the Coleman Street (First Street – Gorgeous Road) project for \$660,000. (PA)**
12. **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 Custer Road 6MG Ground Storage Tank project for \$599,500. (PA)**

Mayor Bristol requested to pull item 4.

Mayor Pro-Tem Ray made a motion to approve items 2, 3, and 5 through 12. Councilmember Reeves seconded the motion. Motion carried with a 6-0 vote.

Regarding item 4, Mayor Bristol acknowledged where the Town was to date regarding the financials.

Councilmember Reeves made a motion to approve item 4. Mayor Pro-Tem Ray seconded the motion. Motion carried with a 6-0 vote.

CITIZEN COMMENTS

No comments were made.

Items for Individual Consideration:

13. **Consider and act upon authorizing the Town Manager to execute documents for the emergency repair of Coit Road north of First Street for \$74,163.52. (HW)**

Mr. Webb presented the item noting the substantial damage that occurred due to the heavy rains and the immediate response by Sinacola to repair the road.

Mayor Bristol recognized Brad Missler and Mike Sinacola from Sinacola and expressed appreciation for their quick turnaround and for getting the road opened back up in such a timely manner.

Councilmember Kern made a motion to approve item 13 as presented. Deputy Mayor Pro-Tem Bartley seconded the motion. Motion carried with a 6-0 vote.

14. **Consider and act upon Ordinance 2024-47 establishing a Homestead Tax Exemption. (CL)**

Mr. Landrum presented a history of the Town's homestead exemption rates and provided a comparison to benchmark cities. He noted the Finance Subcommittee met and recommended raising the homestead exemption rate to 17.5%.

Mayor Pro-Tem Ray made a motion to approve Ordinance 2024-47 establishing a Homestead Tax Exemption of seventeen and a half percent (17.5%). Councilmember Kern seconded the motion. Motion carried with a 6-0 vote.

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

Downtown Advisory Committee: Mayor Pro-Tem Ray noted the Downtown Advisory Committee has been meeting with consultants and collaborating in a charrette for the possible designs for Downtown Prosper. Councilmember Reeves added his appreciation for the thought process of all those participating and the quick turnaround of the proposed drawings.

Finance Subcommittee: Councilmember Kern noted the subcommittee discussed the Compensation Study, alternate Capital Improvement Projects (CIP), the Homestead Tax exemption, and financial policies.

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 551.071 - To consult with the Town Attorney regarding legal issues associated with code enforcement activities and substandard structures, 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, and the Community Engagement Committee, and all matters incident and related thereto.

The Town Council recessed into Executive Session at 6:46 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 8:06 p.m.

Mayor Pro-Tem Ray made a motion to appoint Don Perry to the Downtown Advisory Committee. Deputy Mayor Pro-Tem Bartley seconded the motion. Motion carried with a 6-0 vote.

Adjourn.

The meeting was adjourned at 8:07 p.m.

These minutes were approved on the 9th day of July 2024.

APPROVED:

David F. Bristol, Mayor

ATTEST:

Michelle Lewis Sirianni, Town Secretary

DRAFT