



MINUTES

Prosper Town Council Work Session
Prosper Town Hall – Council Chambers
250 W. First Street, Prosper, Texas
Tuesday, January 14, 2025

Call to Order/ Roll Call.

The meeting was called to order at 5:00 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 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
David Hoover, Development Services Director
Suzanne Porter, Planning Manager
Hulon Webb, Engineering Director
Dan Heischman, Assistant Engineering Director – Development
Pamela Clark, Business Systems Analyst
Chris Landrum, Finance Director
Stuart Blasingame, Fire Chief
Doug Kowalski, Police Chief

Items for Individual Consideration:

1. Discuss the development process review conducted by Matrix. (CE)

Mr. Ewings introduced Aaron Baggerly with Matrix. Mr. Baggerly provided an overview and review of the study conducted regarding the Development Review Process. He commented on the previous recommendations and implementation status, customer input received, process improvements, and staffing recommendations.

The Town Council discussed the improvements and implementations made thus far, workflows, time frames for reviews, and the re-submittal process. The Town Council requested for the information to be presented to the Developer's Council and an update to be provided in six months.

2. Discuss the Final Acceptance Process Improvements from the 2024 Kaizen Proces Improvement Event. (HW/PC)

Mr. Webb introduced the item defining the process. Ms. Clark went into further details of the process, which included defining deficiencies, current and updated processes,

and workflows that lead to final project approvals, form updates by staff, and recommendations.

The Town Council discussed the software, its capabilities, and improvements to the processes.

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 to discuss legal issues associated with any agenda item.

Reconvene into Work Session.

No Executive Session took place. No action was taken.

Adjourn.

The meeting was adjourned at 6:12 p.m.

These minutes were approved on the 28th day of January 2025.

APPROVED:

David F. Bristol, Mayor

ATTEST:

Michelle Lewis Sirianni, Town Secretary