



*Prosper is a place where everyone matters.*

**Minutes  
Prosper Town Council  
Special Called Meeting**

Council Chambers  
Prosper Town Hall  
200 S. Main Street, Prosper, Texas  
Thursday, September 5, 2019

**Call to Order/ Roll Call.**

The meeting was called to order at 5:47 p.m.

**Council Members Present:**

Mayor Ray Smith  
Mayor Pro-Tem Curry Vogelsang, Jr.  
Deputy Mayor Pro-Tem Jason Dixon  
Councilmember Marcus E. Ray  
Councilmember Craig Andres  
Councilmember Meigs Miller  
Councilmember Jeff Hodges

**Staff Members Present:**

Harlan Jefferson, Town Manager  
Robyn Battle, Town Secretary/Public Information Officer  
Chuck Springer, Executive Director of Administrative Services  
Kelly Neal, Finance Director  
Leigh Johnson, IT Director  
Dudley Raymond, Parks and Recreation Director  
Leslie Scott, Director of Library Services  
Hulon Webb, Engineering Services Director  
Aubrey Smith, Water and Sewer Superintendent  
John Webb, Development Services Director  
Doug Kowalski, Police Chief  
Stuart Blasingame, Fire Chief

**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 a request to permit open fencing in the front yard of Block A, Lot 21, Whispering Farms, Phase 2, located at 741 Broadmoor Lane. (V19-0002). (JW)
2. Consider and act upon a request to permit open fencing in the front yard of Block A, Lot 19, Whispering Farms, Phase 2, located at 791 Broadmoor Lane. (V19-0001). (JW)

Deputy Mayor Pro-Tem Dixon made a motion and Councilmember Miller seconded the motion to approve all items on the Consent Agenda. The motion was approved by a vote of 7-0.

**REGULAR AGENDA:**

**If you wish to address the Town Council, please fill out a “Public Meeting Appearance Card” and present it to the Town Secretary, preferably before the meeting begins. Pursuant to Section 551.007 of the Texas Government Code, individuals wishing to address the Council for items listed as public hearings will be recognized when the public hearing is opened. For individuals wishing to speak on a non-public hearing item, they may either address the Council during the Citizen Comments portion of the meeting or when the item is considered by the Town Council.**

- 3. Conduct a Public Hearing to consider and discuss the FY 2019-2020 Budget, as proposed. (KN)**
- 4. Conduct a Public Hearing to consider and discuss a proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 15.16 percent. (KN)**

Mayor Smith opened Items 3 and 4 concurrently.

Finance Director Kelly Neal presented this item before the Town Council. She reviewed the Town’s major sources of revenue, and General Fund expenditures by function. Ms. Neal provided an overview of the changes to the Proposed Budget since it was first presented to Council on August 13, 2019. The Town Council specifically discussed the discretionary packages for the Frontier Park storage units. Parks and Recreation Director explained the cost estimate and specifications for the storage units.

The Town Council recessed the meeting at 6:30 p.m. to conduct the Board and Commission Interviews.

The Town Council reconvened the Special Called Meeting at 8:31 p.m.

The Town Council discussed the discretionary package for the CCTV camera truck. Hulon Webb, Director of Engineering, explained the cost estimate for the truck, noting that the Town is providing increased service levels by providing camera inspections prior to final acceptance of a project, and prior to the expiration of maintenance and warranty periods to identify potential problems.

Aubrey Smith, Water Superintendent, provided additional information about water quality sampling procedures, and the number of samples conducted each month. Public Works has requested an additional position to ensure the Town has qualified personnel to keep up with the sampling requirements.

Development Services Director John Webb briefed the Council on service levels related to Health Inspections, noting that Town Health/Code staff does plan review in addition to inspections. Town staff typically spends two to four hours per inspection to provide a high level of customer service.

Parks and Recreation Director Dudley Raymond provided additional information on the request for contract services for the Parks and Recreation Department. The Town is working toward achieving accreditation for the Parks and Recreation Department. Funds for this request would be used to hire a professional consultant to assist staff with developing best practices, policies and programs to achieve accreditation.

Town Manager Harlan Jefferson responded to a question about the proposed Communication Manager, noting that the Town's public and media relations consultant intends to continue service through FY 2020-2021.

Mayor Smith opened the Public Hearing for Items 3 and 4.

With no one speaking, Mayor Smith closed the Public Hearings. No further action was taken.

**Adjourn.**

The meeting was adjourned at 9:26 p.m. on Thursday, September 5, 2019.

These minutes approved on the 24<sup>th</sup> day of September 2019.

**APPROVED:**

\_\_\_\_\_  
**Ray Smith, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Robyn Battle, Town Secretary**