



**MINUTES**  
**Prosper Town Council Meeting**  
Prosper Town Hall, Council Chambers  
250 W. First Street, Prosper, Texas  
Tuesday, March 11, 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 Marcus E. Ray  
Deputy Mayor Pro-Tem Amy Bartley  
Councilmember Craig Andres  
Councilmember Chris Kern  
Councilmember Jeff Hodges

**Council Members Absent:**

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  
Ryan Pasko, Help Desk Technician II  
Hulon Webb, Engineering Director  
Dan Heischman, Assistant Engineering Director - Development  
Carrie Jones, Public Works Director  
Gary Landeck, Library Director  
Todd Rice, Communications Director  
Doug Kowalski, Police Chief

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

Cedric White with Heart Fellowship Church led the invocation. The Pledge of Allegiance and the Pledge to the Texas Flag were led by Gabe Coleman from Boy Scout Troop 289.

**Announcements of recent and upcoming events.**

Councilmember Kern made the following announcements:

Registration is now open for the fourth annual P-Town Throwdown Pickleball Tournament being held on Saturday, March 29 at Reynolds Middle School. The format is Mixed-Doubles for participants 18 years and older, with Recreational and Competitive Divisions based on player ratings. Learn more about the tournament at [prospertx.gov/ptownthrowdown](http://prospertx.gov/ptownthrowdown).

Registration is open for the spring season of the 2025 Mayor's Fitness Challenge. Tracking sheets and online registration are available by visiting [prospertx.gov/mayorsfitnesschallenge](http://prospertx.gov/mayorsfitnesschallenge).

Join Mayor Bristol on Wednesday, March 12 from 9 am to 11 am at Fire Station No. 2 for Coffee for Active Adults. Residents may register by visiting the Active Adult Programs under the Parks and Recreation Programs website page.

The annual Prosper Spring Cleanup is scheduled for Saturday, March 29, from 8 a.m. to 12 p.m. at Town Hall. Residents will have an opportunity to dispose of various items. To enter the event, please be prepared to show your utility bill and valid driver's license. Visit the Town's website for more information, including a list of acceptable items.

### **Presentations.**

1. **Presentation of a Proclamation declaring the week of March 16-25, 2025, as National Surveyor's Week. (MLS)**

### **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 February 25, 2025, Town Council Work Session meeting. (MLS)**
3. **Consider and act upon the minutes of the February 25, 2025, Town Council Regular meeting. (MLS)**
4. **Consider and act upon authorizing the Town Manager to approve the purchase of school zone flasher assemblies from Consolidated Traffic Controls, Inc. utilizing the Houston-Galveston Area Council (HGAC) Cooperative Purchasing Program, Contract Number PE-05-21, in the amount of \$140,544. (CJ)**
5. **Consider and act upon approving the purchase of one (1) 2025 Ford Interceptor for \$49,508 from Silsbee Ford utilizing TIPS Contract 240901 and three (3) 2025 Chevrolet Tahoe's from Reliable Chevrolet for \$50,393 each utilizing the Sheriff's Association of Texas Contract. (DK)**
6. **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)**

Mayor Pro-Tem Ray made a motion to approve consent agenda items 2 through 6. Deputy Mayor Pro-Tem Bartley seconded the motion. Motion carried with a 6-0 vote.

### **CITIZEN COMMENTS**

Jennifer Stark, 1430 Amistad Drive. Mayor Bristol read comments of opposition regarding a zoning change south of Lakes of La Cima.

Mr. Canizares stated that the applicant has withdrawn this project; therefore, will not be brought forward to the Town Council.

### **Items for Individual Consideration:**

**7. Consider and act upon Resolution 2025-10 adopting the 2025 Library Master Plan. (GL)**

Mr. Landeck presented the item with a background from the previous meeting, including the requests made by the Town Council, which were incorporated into the revised plan. Mr. Landeck provided his recommendations, which would be to include a smart and efficient design with flexible spaces that allow for experiential learning.

Danielle Phillipson, Chair of the Library Board, and Mary Beth Randecker, Library Board member, presented the recommendations on behalf of the board, which included a minimum square foot of 49,000 square feet, enhanced level of physical and digital collections defined by the Texas Library Association, would like a feasibility study done for a foundation to support the library, a data-driven analysis done to identify specific areas within the library, include the Master Plan as a part of the Library's Long-Range Plan, and to engage stakeholders.

The Town Council discussed taking all proposed options to the Bond Committee, establishing a foundation, and incorporating the Library Board's recommendations into the Master Plan.

Mayor Pro-Tem made a motion to approve Resolution 2025-10 adopting the 2025 Library Master Plan subject to incorporating the Library Board's recommendations into the Master Plan. Deputy Mayor Pro-Tem Bartley seconded the motion. Motion carried with a 6-0 vote.

Mayor Bristol stated he would like to move item 10 up next for consideration.

**10. Consider and act upon a request to waive the Town's Drainage System Design Requirements for a wet or underground detention pond for the detention pond on the proposed Prosper ISD Administration Building site. (DLH)**

Mr. Heischman presented the item identifying the locations of the detention ponds. To satisfy the detention requirements, the Prosper ISD is proposing two ponds, one wet pond located directly south of the Administration Building and a second pond farther in the rear of the property. The ISD is requesting the pond in the rear of the property to be a dry pond. Town Staff does not believe there are any physical constraints or hydraulic limitations to providing a wet pond at the proposed location. Therefore, the staff recommends approving a waiver to allow a dry pond.

Mayor Bristol asked if there was a purpose for having both a wet and dry pond.

Dr. Bradley, Deputy Superintendent with Prosper ISD, noted that the wet pond would be used for school educational purposes but also so that it could be incorporated into any additional trails or development that may occur around it.

The Town Council discussed the maintenance associated with the ponds, drainage, landscaping around the dry pond, and the detention being sufficient for future development.

Deputy Mayor Pro-Tem Bartley made a motion to approve a request to waive the Town's Drainage System Design Requirements for a wet or underground detention pond for the detention pond on the proposed Prosper ISD Administration Building site. Councilmember Andres seconded the motion. Motion carried with a 6-0 vote.

**8. Consider and act upon a request for a Preliminary Site Plan for Automobile Service, Convenience Store with Gas Pumps, Daycare, Office, Restaurant, Restaurant with Drive-Through, and Retail Buildings on Prosper Legacy, Blocks D-F, on 22.2± acres, located on the southwest corner of Legacy Drive and Prosper Trail. (DEVAPP-24-0083) (DH)**

Mr. Hoover presented the item noting this item was appealed at the Town Council meeting on January 28 due to several concerns. Since that time, the applicant revised the proposed Preliminary Site Plan to address those concerns. Staff recommends approval.

Deputy Mayor Pro-Tem Bartley clarified that the parking spaces met the Town's requirements and noted her concerns about the location of the drive-through and preference to have double drive-through lanes.

Deputy Mayor Pro-Tem Bartley made a motion to approve request for a Preliminary Site Plan for Automobile Service, Convenience Store with Gas Pumps, Daycare, Office, Restaurant, Restaurant with Drive-Through, and Retail Buildings on Prosper Legacy, Blocks D-F, on 22.2± acres, located on the southwest corner of Legacy Drive and Prosper Trail with condition to modify the drive-through on Block E, Lot 1. Councilmember Kern seconded the motion. Motion carried with a 5-1 vote. Councilmember Andres voting in opposition.

**9. Consider and act upon approving Change Order No. 04 for CSP No. 2022-51-B to Mario Sinacola & Sons Excavating, Inc., related to construction services for the First Street (Stuber Elementary – Dallas North Tollway (DNT)) project; and authorizing the Town Manager to execute Change Order No. 04 for \$1,916,019. (PA)**

Mr. Webb presented the item stating it is for the construction of four lanes of Legacy Road from the First Street intersection north to the existing roadway improvements constructed by Blue Star with the Star Trail development. Due to the improvements being made, two options were provided by Sinacola, which included a temporary detour or a road closure on Legacy Drive. The Change Order does reflect Legacy Drive being closed from approximately March 21 to the end of July 2025. The funding of the project is through the Star Trail Thoroughfare Impact Fee Development Agreement. Staff recommends approval.

The Town Council discussed how long the section of the road was, the timing of the project, and communications that will be done to inform those affected by the road closure.

Councilmember Hodges made a motion to approve a Change Order No. 04 for CSP No. 2022-51-B to Mario Sinacola & Sons Excavating, Inc., related to construction services for the First Street (Stuber Elementary – Dallas North Tollway (DNT)) project; and authorizing the Town Manager to execute Change Order No. 04 for \$1,916,019. Mayor Pro-Tem Ray seconded the motion. Motion carried with a 6-0 vote.

**11. Discuss and consider Town Council Subcommittee reports. (DFB)**

Legislative Committee: Mayor Bristol noted that they are continuing preparations for Legislative Days.

Bond Committee: Deputy Mayor Pro-Tem Bartley noted the committee reviewed proposed street projects to be considered as part of the Bond Election.

Downtown Advisory Committee: Mayor Pro-Tem Ray noted that they discussed aligning on their projects by prioritizing their ranking with parking being at the top, to move forward with monumentation due to lead time, and their desire to see physical improvements.

Community Engagement Committee: Councilmember Hodges noted that the committee discussed several items including their revisions to the new resident welcome letter, filming a video, current and upcoming events, and the park survey video.

**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, law enforcement activities, and all matters incident and related thereto.*

*Section 551.074 - To discuss and consider personnel matters, including the annual evaluation of the Town Manager, Town Attorney, and the Municipal Judge, and all matters incident and related thereto.*

The Town Council recessed into Executive Session at 7:38 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 9:14 p.m.

No action was taken.

**Adjourn.**

The meeting was adjourned at 9:15 p.m.

These minutes were approved on the 25<sup>th</sup> day of March 2025.

**APPROVED:**

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**David F. Bristol, Mayor**

**ATTEST:**

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**Michelle Lewis Sirianni, Town Secretary**

**DRAFT**