



## MINUTES

**Prosper Town Council Work Session**  
Prosper Town Hall – Council Chambers  
250 W. First Street, Prosper, Texas  
Tuesday, July 23, 2024

### **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  
Chuck Ewings, Assistant Town Manager  
Robyn Battle, Executive Director  
David Hoover, Development Services Director  
Suzanne Porter, Planning Manager  
Mary Branch, Health and Code Compliance Manager  
Chris Landrum, Finance Director  
Carrie Jones, Public Works Director  
Todd Rice, Communications & Media Relations Manager  
Stuart Blasingame, Fire Chief  
Doug Kowalski, Police Chief

### **Items for Individual Consideration**

#### **1. Receive a Code Compliance update. (MB)**

Ms. Branch presented an overview of the Code Compliance Division and their responsibilities. She spoke about their current processes for handling a complaint or violation, a list of the most common code violations, partnerships with Collin County for Animal Control, their inspection processes for the multifamily registration program, and food safety inspections. She emphasized the importance of their educational and uniform approach to all those in the community.

The Town Council discussed components of Code Compliance including handling noise complaints, what the department looks for in various inspection processes, signs, grandfathered items, and the inclusion of Homeowner's Associations.

#### **2. Discussion of draft ordinances regarding the Downtown Entertainment District, Multifamily Zoning standards and inspections, vegetative growth and maintenance of sidewalks and curbs, and Unified Development Code proposal. (DH)**

Mr. Hoover presented a brief overview of the Entertainment District and defining the Downtown area, and density requirements as it relates to Multifamily Zoning standards and inspections.

The Town Council discussed the differences between special events and non-special events as it relates to the Entertainment District, calculating percentages for the density requirements within Multifamily Zoning standards, and when a Planned Development (PD) can be amended based on these standards.

**Adjourn.**

The meeting was adjourned at 6:03 p.m.

These minutes were approved on the 13<sup>th</sup> day of August 2024.

**APPROVED:**

\_\_\_\_\_  
**David F. Bristol, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Michelle Lewis Sirianni, Town Secretary**