



*Prosper is a place where everyone matters.*

## **MINUTES**

**Prosper Town Council Meeting**  
Council Chambers  
Prosper Town Hall  
250 W. First Street, Prosper, Texas  
Tuesday, October 11, 2022

### **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 Jeff Hodges  
Deputy Mayor Pro-Tem Craig Andres  
Councilmember Marcus E. Ray  
Councilmember Amy Bartley  
Councilmember Chris Kern  
Councilmember Charles Cotten

### **Staff Members Present:**

Ron K. Patterson, Interim Town Manager  
Terry Welch, Town Attorney  
Michelle Lewis Sirianni, Town Secretary  
Robyn Battle, Executive Director of Community Services  
Hulon Webb, Interim Executive Director of Development and Infrastructure Services  
David Soto, Planning Manager  
Todd Rice, Communications Manager  
Dan Baker, Parks and Recreation Director  
Paul Naughton, Senior Park Planner  
Leslie Scott, Director of Library Services  
Pamela Clark, Business Systems Analyst  
Jessika Hotchkin, Help Desk Technician I  
Doug Kowalski, Police Chief  
Stuart Blasingame, Fire Chief

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

Meigs Miller led the invocation. The Pledge of Allegiance and the Pledge to the Texas Flag were recited.

### **Announcements of recent and upcoming events.**

Councilmember Kern made the following announcements:

Thank you to everyone who joined us for “Celebrate Prosper” in Frontier Park this past Saturday. We had a great turnout and appreciated the Parks and Recreation Department and all those who were involved in such a great event.

Early Voting for the November 8 Primary Election begins on Monday, October 24 and runs through Friday, November 4. Voting dates and hours may be found on the Town’s website and or by visiting the Collin County or Denton County Elections websites for additional Early Voting and Election Day voting locations and information.

On Saturday, October 29 residents may dispose of your prescription drugs during the Drug Take-Back event being held at the Central Fire Station located at 1500 E. First Street from 10:00 a.m. until 2:00 p.m. To learn what items you may dispose of and how to prepare them, visit [www.dea.gov/takebackday](http://www.dea.gov/takebackday).

The Parks and Recreation Department will host a bus trip to Dallas on Wednesday, November 2 from 8:30 a.m. to 5:30 p.m. Enjoy a trip to the George W. Bush Presidential Library and Sixth Floor Museum, as well a drive through other areas of Dallas and lunch at El Ranchito. Sign up today at [www.prosperparksandrec.org](http://www.prosperparksandrec.org). Deadline to register is Wednesday, October 26.

The Town will host its first annual pickleball tournament on Saturday, November 5. Games will be played at the Reynolds Middle School tennis courts in Prosper beginning at 8:30 a.m. with courts open at 8:00 a.m. Visit the Town's website Upcoming Events page for more information including how to register.

Join the Town for its annual Arbor Day Celebration on Saturday, November 5 at Hackberry Park (corner of Goldenrod Land and Freeman Way within Windsong Ranch) for a fun morning of planting and learning about trees.

### **Presentations.**

**1. Veteran's Memorial funding presentation. (RB)**

John Manganilla with Atmos Energy presented a check to members of the Prosper Rotary Club for the Prosper Veteran's Memorial, which will be located at Frontier Park.

Mayor Bristol extended his appreciation to both groups and announced the upcoming Prosper Veterans Day 5K and Fun Run with proceeds benefiting the funding for the memorial.

**2. Recognize outgoing Board and Commission members. (MLS)**

Mayor Bristol recognized outgoing Board and Commission members from the Planning and Zoning Commission, Parks and Recreation Board, Community Engagement Committee, and the Library Board.

**3. Receive an update from the Library Department. (LS)**

Ms. Scott presented an update highlighting their programs and services, social media outreach, yearly stats, accomplishments, and upcoming events.

### **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.

**4. Consider and act upon the minutes of the September 27, 2022, Town Council meeting. (MLS)**

**5. Consider and act upon authorizing the Interim Town Manager to execute an Interlocal Agreement between the City of Frisco, and the Town of Prosper, Texas, related to the median maintenance and improvements on US Highway 380 from Mahard Parkway to Lovers Lane. (PN)**

6. Consider and act upon the purchase of playground equipment for Lakewood Preserve Park, Phase II (project# 2107-PK) from Game Time/Cunningham Recreation using Buyboard contract #592-19 through the Texas Local Government Purchasing Cooperative; and authorizing the Interim Town Manager to execute documents for the same. (PN)
7. Consider and act upon approving an agreement with Medical Center of Plano for Medical Control and Continuing Education Services; and authorizing the Interim Town Manager to execute the same. (SB)
8. Consider and act upon approving the purchase of uniforms and equipment from Galls, LLC through the City of Frisco cooperative best value bid (1905-082). (SB)
9. Consider and act upon approving the purchase of pharmaceuticals and emergency medical supplies from Bound Tree Medical, LLC, at the unit prices bid through a City of Richardson contract. (SB)
10. Consider and act upon Ordinance 2022-66 abandoning a portion of Good Hope Road prescriptive right-of-way, located south of Parvin Road, beginning at a point directly north of Mill Pond Drive and extending for 625± feet. (PC)
11. Consider and act upon Ordinance 2022-67 abandoning a portion of Good Hope Road prescriptive right-of-way, located south of Parvin Road, beginning 300± feet north of Kinglet Drive and extending northward approximately 1,200 feet. (PC)
12. Consider and act upon Ordinance 2022-68 renaming a segment of Fishtrap Road to First Street located between Legacy Drive and Gee Road. (MD22-0007) (PC)

Councilmember Ray made a motion to approve consent agenda items 4 through 12. Mayor Pro-Tem Hodges seconded that motion, and the motion was unanimously approved.

#### **CITIZEN COMMENTS**

Russell Kole, 4411 Mueller Lane, expressed his concern to the dangerous traffic situations occurring in the Windsong Ranch neighborhood. He requested the Town Council to consider a four-way stop sign at Fishtrap and Windsong Ranch Parkway and increased Police presence to alleviate some traffic issues.

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

13. Conduct a public hearing and act upon a request to amend the Future Land Use Plan from Residential Low Density to Retail and Neighborhood Services, generally located, located on the east side of Preston Road, north of St. Peter Lane. (CA21-0001). (DS)

Mayor Bristol stated the applicant has requested to table.

Councilmember Kern stated based on timing, complexity, and staff availability makes a motion to table a public hearing and act upon a request to amend the Future Land Use Plan from Residential Low Density to Retail and Neighborhood Services, generally located, located on the east side of Preston Road, north of St. Peter Lane to January 10, 2023. Councilmember Bartley seconded that motion, and the motion was unanimously approved.

14. **Conduct a public hearing and act upon a request to rezone 13.3± acres from Single Family-15 (SF-15) to Planned Development-Retail (PD-R), generally to allow for an office/retail development, located on the east side of Preston Road, north of St. Peter Lane. (Z21-0003). (DS)**

Mayor Bristol stated since the previous item was tabled, they are unable to consider this item and can table.

Councilmember Kern made a motion to table a public hearing and act upon a request to rezone 13.3± acres from Single Family-15 (SF-15) to Planned Development-Retail (PD-R), generally to allow for an office/retail development, located on the east side of Preston Road, north of St. Peter Lane to January 10, 2023. Councilmember Bartley seconded that motion, and the motion was unanimously approved.

Mayor Bristol stated he would like to switch items 15 and 16.

16. **Consider and act upon approval of a job description, ideal candidate profile, and selection criteria matrix for the position of Town Manager. (RKP)**

Mayor Pro-Tem Hodges made a motion to approve a job description, the ideal candidate profile, and selection criteria matrix with the following changes: on the job description, change to Master's degree preferred; on the candidate profile, change to Master's degree preferred, and add be a member of ICMA and TCMA; and, on the selection matrix, increase 'Versatility' to 20% and lower 'Education' to 15%. Councilmember Cotten seconded that motion, and the motion was unanimously approved.

15. **Consider and act upon the appointment of members to the Comprehensive Plan Advisory Committee. (DS)**

Mr. Soto stated at the September 13, 2022, Town Council meeting, Town Council approved a contract with Freese and Nichols to provide an update to the Comprehensive Plan. The first task for this project is to appoint members to an advisory committee to include two (2) members of Town Council, two (2) members of the Planning and Zoning Commission, and one at-large member.

Mayor Bristol stated that the Town Council would like to discuss this item in Executive Session. However, before doing so, the Mayor recognized and presented a THRIVES coin to Dan Baker and Trevor Helton of the Parks and Recreation Department for their outstanding services and programs that have been held.

#### **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 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 551.074 - To discuss appointments to the Comprehensive Plan Advisory Committee, and all matters incident and related thereto.*

*Section 551.074 - To consult with the Town Attorney regarding legal issues relative to Article 4.11 of the Town Code of Ordinances, and all matters incident and related thereto.*

The Town Council recessed into Executive Session at 6:47 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 8:16 p.m.

Mayor Pro-Tem Hodges made a motion to authorize the Town Manager to execute a Tolling Agreement with Trejax, LP, and take any and all actions relative to title-related issues for filing appropriate documentation in the deed records of Collin County, Texas. Councilmember Bartley seconded that motion, and the motion was unanimously approved.

Mayor Pro-Tem Hodges made a motion to modify the committee for the Comprehensive Plan Advisory Committee to include a sixth member, those members being: Amy Bartley as Chair, Chris Kern, Doug Charles, Tommy Van Wolfe, Glen Blanscet, and Dr. Greg Bradley. Councilmember Bartley seconded that motion, and the motion was unanimously approved.

Responding to a question from Council, Mr. Patterson responded that the residents of Star Trail have been provided with information related to the crosswalk. Mr. Patterson also confirmed that staff will investigate the issue related to the traffic issue in Windsong Ranch that was brought forward during Citizen Comments.

**Adjourn.**

The meeting was adjourned at 8:19 p.m.

These minutes approved on the 25<sup>th</sup> day of October 2022.

**APPROVED:**

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**David F. Bristol, Mayor**

**ATTEST:**

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**Michelle Lewis Sirianni, Town Secretary**