



MINUTES

Prosper Town Council Meeting
Prosper Town Hall, Council Chambers
250 W. First Street, Prosper, Texas
Tuesday, March 25, 2025

Call to Order/ Roll Call.

The meeting was called to order at 5:31 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
Bob Scott, Deputy Town Manager
Chuck Ewings, Assistant Town Manager
Robyn Battle, Executive Director
David Hoover, Development Services Director
Dan Baker, Parks and Recreation Director
Chris Landrum, Finance Director
Ryan Patterson, Assistant Finance Director
Colin Asby, Budget Officer and Grants Administrator
Marcus Northcutt, Accounting Manager
Ivonne Ruiz, Accounts Payable Specialist
Ashley Fanning, Senior Accountant – Capital Projects
Abigail Simes, Help Desk Technician I
Hulon Webb, Engineering Director
Pete Anaya, Assistant Director of Engineering – Capital Projects
Todd Rice, Communications Director
Scott Brewer, Assistant Police Chief

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 551.074 – 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 5:32 p.m.

Reconvene into Regular Session and take any action necessary as a result of Closed Session.

The Town Council reconvened into Regular Session at 6:18 p.m.

No action was taken.

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

Jeremy Meister with Gateway Church led the invocation. The Pledge of Allegiance and the Pledge to the Texas Flag were led by Venkat Megavarnan and Scouts from Troop 365.

Announcements of recent and upcoming events.

Councilmember Kern made the following announcements:

Join the Journey of 1,000 miles competition between Prosper and the City of Little Elm. Sign up for spring season of the Mayor's Fitness Challenge and track your steps walked each day through April 20. For additional details including how to submit your tracking sheets, visit: prosper.tx.gov/mayorsfitnesschallenge.

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.

Join us for a day of fun, food and festivities at the Downtown Block Party on Saturday, April 5 in the heart of Downtown Prosper at 116 W. Broadway St., Prosper, TX 75078. Live music begins at 5:00 p.m. There will also be food trucks, local vendors and exciting activities for all ages. The event is free, but RSVPs are requested by visiting the Town's website and clicking on the event.

Mayor Bristol announced a news story which aired on WFAA on Prosper's growth.

Presentations.

1. **Recognition to member of Scout Troop 365 on receiving their Eagle Scout designation. (MLS)**

Mayor Bristol presented a certificate and letter of recognition to Venkat Megavarnan for earning his Eagle Scout designation.

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 March 11, 2025, Town Council Regular meeting. (MLS)**
3. **Consider and act upon approving the purchase of two (2) Force z23slt EFI - Laser Ready with Tweels Infield Groomers from GLK Turf Solutions for infield maintenance for \$73,290. (DB)**
4. **Consider and act upon approving the purchase of three (3) Husqvarna Automower Robotic Lawn Mowers from Turf and Soil Management, LLC (T&S) for \$93,936. (DB)**
5. **Consider and act upon approving Resolution 2025-11 adopting the 2025 Dallas North Tollway Frontage Area – Visionary Strategy. (MC)**
6. **Consider an act upon a Professional Services Agreement with the Catalyst Group for consulting services to implement the 2025 Dallas North Tollway Frontage Area – Visionary Strategy for \$117,000. (MC)**

7. **Consider and act upon authorizing the Town Manager to execute a Professional Engineering Services Agreement between Garver, LLC, and the Town of Prosper, Texas, related to the design of the West Gorgeous Road (McKinley Street – Coleman Street) project for \$222,996. (PA)**
8. **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)**

Deputy Mayor Pro-Tem Bartley pulled item 8.

Councilmember Hodges made a motion to approve consent agenda items 2 through 7. Councilmember Kern seconded the motion. Motion carried unanimously.

Regarding item 8, Deputy Mayor Pro-Tem Bartley asked for information regarding the Planning and Zoning Commission concerns expressed for the La Cima Crossing Site Plan. Mr. Hoover commented on their concerns, which included traffic. The residential concern was the zoning, which the plan is approved by right with the current zoning. The Planning and Zoning Commission also approved with the condition that a Traffic Impact Analysis be done before the construction and opening of the facility.

The Town Council further discussed concerns about 18-wheeler traffic and not having a hourly restriction, parking, and amount of restaurant use. Mr. Hoover indicated that these concerns would be addressed within the Traffic Impact Analysis study.

Deputy Mayor Pro-Tem Bartley made a motion to approve item 8 with the recommendation by P&Z Commission for the Traffic Impact Analysis. Mayor Pro-Tem Ray seconded the motion. Motion carried unanimously.

CITIZEN COMMENTS

No comments were made.

Items for Individual Consideration:

9. **Consider and act upon Resolution 2025-12 accepting the Independent Audit Report, Annual Comprehensive Financial Report for the Fiscal Year Ended September 30, 2024, and Single Audit Report Related to Grant Activities Under Uniform Guidance, as audited by Weaver and Tidwell LLP, Certified Public Accountants. (RBS)**

Mayor Bristol announced the Finance Subcommittee has reviewed and approved the auditors' report as it is being presented.

Mr. Scott presented the report noting that the overall financial position of the Town is good, milestones that were reached for the year, financial impacts, the numerous items that are being implemented by the Finance Department, and the major items of emphasis in the upcoming fiscal year budgeting process. Staff recommends approval.

Councilmember Kern and Mayor Pro-Tem Ray noted their thanks and appreciation to the members of the Finance Team.

Mayor Bristol noted the achievement of receiving the GFOA Award for the thirteenth consecutive year.

Councilmember Kern made a motion to approve Resolution 2025-12 accepting the Independent Audit Report, Annual Comprehensive Financial Report for the Fiscal Year Ended September 30, 2024, and Single Audit Report Related to Grant Activities Under Uniform Guidance, as audited by Weaver and Tidwell LLP, Certified Public Accountants. Deputy Mayor Pro-Tem Bartley seconded the motion. Motion carried unanimously.

Mayor Bristol stated he would like to move item 11 up next for consideration.

11. Conduct a Public Hearing and consider and act upon a request for a Specific Use Permit for a Drive-Through Restaurant on Frontier Retail Center Revised, Block A, Lots 1-2, on 2.8± acres, located on the east side of Dallas Parkway and 800± feet south of Frontier Parkway. (ZONE-24-0021) (DH)

Mr. Hoover stated the purpose of the request is to construct a drive-through restaurant, a patio, and associated parking spaces. He noted that the proposed plan does not comply with the Town's Zoning Ordinance for stacking/drive-through lanes. However, enhanced landscaping that is proposed appears to follow the intent of the ordinance to hide and/or screen the drive through. The applicant is requesting the Specific Use Permit on condition that the stacking/drive-through lanes be allowed to be placed between the building and adjacent public right-of-way. Notices were sent out with no responses. The Planning and Zoning Commission unanimously recommended approval. Staff recommend denial due to non-compliance; however, based on comments listed regarding the enhanced landscaping, as depicted does appear to generally follow the intent of the ordinance amendments.

Deputy Mayor Pro-Tem Bartley asked if the landscape easement by the tollway need to have a berm. Mr. Hoover replied no.

Priya Acharya with Weir and Associates and applicant representing Chick-fil-A presented the layout of the drive-through stacking lanes, building facades, and the proposed landscaping plan.

The Town Council asked about the route the delivery trucks would be traveling and for that to be considered as part of the plan.

Mayor Bristol opened the public hearing.

Matt Moore, 301 S. Coleman, Prosper, representing DNT Frontier, LP, which is the master developer for the HEB center project. HEB supports the proposed layout, which will keep traffic from crowding the main arterial roads

Mayor Bristol closed the public hearing.

The Town Council expressed their appreciation for their efforts on the landscaping and mitigating traffic concerns.

Mayor Pro-Tem Ray made a motion to approve a request for a Specific Use Permit for a Drive-Through Restaurant on Frontier Retail Center Revised, Block A, Lots 1-2, on 2.8± acres, located on the east side of Dallas Parkway and 800± feet south of Frontier Parkway. Councilmember Andres seconded the motion. Motion carried unanimously.

10. **Consider and act upon authoring the Town Manager to execute an agreement for additional equipment and services from Flock Inc. to include the expansion of the Drone as First Responder (DFR) program for \$307,133. (DK)**

Chief Kowalski introduced the item and staff.

Assistant Chief Brewer presented the item providing a recap of phase one of the DFR program and what would be encompassed as part of phase two including increased coverage area, impact on department operations and staffing. If approved, the expansion allows for 100% DFR coverage for the Town's jurisdiction and flight operations without visual overserves. The cost of the expansion will be funded through a grant with an 80/20 split. Staff is recommending approval.

Mayor Pro-Tem Ray made a motion to approve authoring the Town Manager to execute an agreement for additional equipment and services from Flock Inc. to include the expansion of the Drone as First Responder (DFR) program for \$307,133. Deputy Mayor Pro-Tem Bartley seconded the motion. Motion carried unanimously.

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

Finance Subcommittee: Mayor Bristol noted that all items were approved in the agenda including the approval of the ACFR and the Single Audit Report.

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 7:48 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 10:39 p.m.

No action was taken.

Adjourn.

The meeting was adjourned at 10:39 p.m.

These minutes were approved on the 8th day of April 2025.

APPROVED:

David F. Bristol, Mayor

ATTEST:

Michelle Lewis Sirianni, Town Secretary

DRAFT