



## MINUTES

**Prosper Town Council Meeting**  
Prosper Town Hall, Council Chambers  
250 W. First Street, Prosper, Texas  
Tuesday, December 9, 2025

### **Call to Order/ Roll Call.**

The meeting was called to order at 6:16 p.m.

#### **Council Members Present:**

Mayor David F. Bristol  
Mayor Pro-Tem Amy Bartley  
Deputy Mayor Pro-Tem Chris Kern  
Councilmember Marcus E. Ray  
Councilmember Craig Andres  
Councilmember Jeff Hodges  
Councilmember Cameron Reeves

#### **Staff Members Present:**

Robert Brown, Town Attorney  
Mario Canizares, Town Manager  
Michelle Lewis Sirianni, Town Secretary  
Bob Scott, Deputy Town Manager  
Chuck Ewings, Assistant Town Manager  
Robyn Battle, Executive Director  
Hulon Webb, Director of Engineering  
David Hoover, Development Services Director  
Suzanne Porter, Planning Manager  
Leigh Johnson, IT Director  
Chris Landrum, Finance Director  
Carrie Jones, Public Works Director  
Muya Mwangi, Help Desk Technician I  
Todd Rice, Communications Director  
Shaw Eft, Assistant Fire Chief  
Doug Kowalski, Police Chief

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

Joshua Reeves with The Cause Church led the invocation. The Pledge of Allegiance and the Pledge to the Texas Flag were recited.

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

Councilmember Reeves made the following announcements:

We would like to thank everyone who came out for the Christmas Festival this past Saturday. Special thanks to our Special Events staff, the Parks and Recreation Department, Public Works, Public Safety, and all those involved in all their hard work in preparing and ensuring the event ran smoothly. Thank you to Rotary for putting on the parade, all the staff who assisted and volunteered, and the vendors, and especially the sponsors, for making it such a great event.

Join Mayor Bristol and members of the Prosper Town Council and staff on Saturday, December 13 from 10:00 a.m. to 5:00 p.m. for the ringing of the bell for the Salvation Army Red Kettle Challenge at the Kroger located at 1250 N. Preston Road. All money raised will support various services that combat poverty, addiction, and homelessness in Collin County.

Ring in the New Year early at the Prosper Community Library. Come join in on Wednesday, December 31 from 11 am to noon, with hat and glasses crafts, party music, a countdown clock, and a balloon drop at noon. All ages welcome.

A reminder that Town Hall Offices will be closed on Wednesday, December 24, and Thursday, December 25 for the Christmas Holiday and Thursday, January 1 for the New Year's Holiday. Trash services will be delayed by one day due to the Christmas and New Year's holidays. The special bulk drop-off location at Public Works will be closed on Saturday, December 27.

The Prosper Community Library will close at 6 pm on Tuesday, December 23, and remain closed through Thursday, December 25 for the Christmas Holiday. The library will also close at 6 pm on Wednesday, December 31, and remain closed through Thursday, January 1 for the New Year's Holiday.

Lastly, a reminder that the December 23 Council Work Session and Regular Meetings have been cancelled. Have a Merry Christmas and Happy New Year!

Mr. Canizares recognized and thanked everyone involved with Sensory Santa and the Christmas Festival.

**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 the minutes of the November 25, 2025, Town Council Work Session meeting. (MLS)
2. Consider and act upon the minutes of the November 25, 2025, Town Council Regular meeting. (MLS)
3. Consider acceptance of the October monthly financial report for fiscal year 2026. (CL)
4. Consider and act upon Resolution 2025-61 accepting and approving the 2025 Tax Roll. (CL)
5. Consider and act upon Ordinance 2025-62 creating Tax Increment Reinvestment Zone No. 3 located along the Dallas North Tollway generally bound by Frontier Parkway, US Highway 380, North Coleman Street, and West of the Dallas North Tollway along existing/future Shawnee Trail. (CE)
6. Consider and act upon Ordinance 2025-63 amending Chapter 1, Article 1.07 of the Town's Code of Ordinances to update the address contained in Section 1.07.003, "Service and Receipt of Notice." (MLS)
7. Consider and act upon approving a renewal to a Microsoft Enterprise Agreement, from SHI Government Solutions, Inc., through a Texas Department of Information Resources (DIR) Purchasing Contract for \$419,721; and authorizing the Town Manager to execute all related documents for the same. (LJ)
8. Consider and act upon authorizing the Town Manager to approve an agreement with URETEK USA for street repairs at various locations totaling \$96,425. (CJ)

9. Consider and act upon approving the purchase of replacement vehicles, upfitting and equipment for FY26 utilizing cooperative purchasing agreements and approved purchasing methods in an amount not to exceed \$1,146,484. (CJ)
10. Consider and act upon authorizing the Town Manager to execute a Roadway Design, Construction and Reimbursement Agreement between Blue Star Land L.P., and the Town of Prosper, Texas, related to the design and construction of Legacy Drive north of the Star Trail development. (HW)
11. Consider and act upon Ordinance 2025-64 to rezone 373.5± acres from Agricultural (A) to Planned Development-134 (PD-134), located on the south side of Parvin Road and 2,070± feet east of FM 1385. (ZONE-24-0022) (DH)
12. Consider and act upon authorizing the Town Manager to execute a Development Agreement between Cana Capital Series 10 LLC and Frontier 191 Landbank LLC and the Town of Prosper relative to Prosper Oaks. (DEVAGRE-25-0002) (DH)

Mayor Pro-Tem Bartley requested to pull items 11 and 12.

Councilmember Ray requested to pull item 9.

Councilmember Reeves requested to pull item 8.

Councilmember Hodges made a motion to approve consent agenda items 1-7 and 10. Deputy Mayor Pro-Tem Kern seconded the motion. Motion carried unanimously.

Regarding item 8, Councilmember Reeves asked if the roads outlined in this item were built to current or previous standards. Mr. Hulon confirmed those listed were built with previous standards since they were built eight plus years prior. Councilmember Reeves was inquisitive about how many more similar items would be brought forward.

Councilmember Reeves made a motion to approve item 8. Councilmember Hodges seconded the motion. Motion carried unanimously.

Regarding item 9, Councilmember Ray expressed his concerns about purchasing vehicles individually versus through the BuyBoard due to varying costs, the types of vehicles being replaced, and the timing of the purchases. He suggested the Finance Subcommittee review the life expectancy of the vehicles in the Vehicle and Equipment Replacement Fund (VERF) prior to any further purchases. Councilmember Kern requested reviewing the policy to ensure guardrails are in place.

The Town Council also discussed alternatives to purchase through the bid process, which would delay the process a few months before being able to buy the equipment and vehicles.

Councilmember Reeves made a motion to approve item 9.

Councilmember Hodges questioned the timeframe of the bid process.

Councilmember Andres asked if the Council could approve selected vehicles or equipment. The Town Manager and Attorney confirmed.

Mayor Pro-Tem Bartley seconded the motion. Motion carried with a 5-2 vote. Councilmembers Ray and Hodges voting in opposition.

Regarding items 11 and 12, Mayor Pro-Tem Bartley asked questions regarding the fencing around the entrances on the east and west side. She expressed concerns about the noted areas not being iron rod as was previously discussed and approved. The tree provision regarding corner lots was discussed along with clarifying the building materials clause within the exhibit of item 12.

Mr. Hoover confirmed the intent of the Developer and their agreeability to the standards discussed and outlined within the proposed documents.

Mayor Pro-Tem Bartley made a motion to approve items 11 and 12. Councilmember Hodges seconded the motion. Motion carried with a 6-1 vote. Councilmember Ray voting in opposition.

## **CITIZEN COMMENTS**

Scott Marino, 4741 Crossvines Drive, asked about artificial turf being allowed in front yards due to current drought conditions. Mr. Canizares noted he would have the Development Services Director reach out to him.

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

Mayor Bristol stated he would like to take item 14 prior to 13.

- 14. Consider and act upon approving Amendment No. 3 to the Solid Waste and Recycling Services Agreement with Allied Waste Services, Inc. dba Republic Services of Lewisville to add a provision for one additional Household Hazardous Waste pickup per year for residential customers, and to approve a revised fee schedule effective February 1, 2026, adjusting commercial and residential prices for the twelve-month CPI change. (RB)**

Ms. Battle introduced the item stating Amendment No. 3 includes the annual Consumer Price Index (CPI) for solid waste services and a provision for residential customers to request one additional Household Hazardous Waste pickup per year for a fee of \$35. Per the contract, the annual cost adjustment shall not exceed five percent (5%) in any single year, nor exceed a cumulative increase of fifteen percent (15%) over a four-year period. Therefore, Amendment No. 3 includes a proposed 5% cost adjustment beginning on February 1, 2026, which is the maximum increase allowed by contract. Staff recommends approval.

The Town Council discussed the tracking of the twelve-month period for residents utilizing the extra pickup, how many extra pickups have occurred in 2024 and 2025, possibility of adding an additional clean up date in the fall, and overall expectations of service levels.

Councilmember Ray made a motion to approve No. 3 to the Solid Waste and Recycling Services Agreement with Allied Waste Services, Inc. dba Republic Services of Lewisville to add a provision for one additional Household Hazardous Waste pickup per year for residential customers, and to approve a revised fee schedule effective February 1, 2026, adjusting commercial and residential prices for the twelve-month CPI change. Councilmember Hodges seconded the motion. Motion carried unanimously.

- 13. Consider and act upon approving a Guaranteed Maximum Price (GMP) of \$22,998,613 between Byrne Construction and the Town of Prosper, for the construction of the Public Works and Parks Service Center and authorize the Town Manager to execute documents for the same. (CJ)**

Ms. Jones introduced the item noting due to the results of the Bond Election, staff have worked with the vendors to reduce the scope of services. Adjustments to the Administration Building included shelling portions of the structure, removing concrete Town vehicle parking areas, and implementing various architectural changes. In addition, staff reduced the square footage of the shop building. Based on projected costs for both, staff recommends approval of the base bid with the option to redesign the shop as a pre-engineered metal building to further lower the cost. After the redesign is completed, staff will bring forward a Change Order for Council consideration to add construction of the shop.

Mayor Pro-Tem Bartley noted the item was reviewed by the Capital Improvement Projects Subcommittee. The subcommittee is in favor of the proposed, which would allow the Council to utilize current available funds.

The Town Council also discussed the layout of the administrative building accommodating current staffing needs with the potential for future build-out, future parking expansion, and the shop being built at a future date. Councilmember Ray expressed concerns about the size of the shop and his preference to have funding put towards covered parking versus landscaping for vehicle protection. The Council agreed that this facility is critical in getting built.

Mayor Pro-Tem Bartley made a motion to approve a Guaranteed Maximum Price (GMP) of \$22,998,613 between Byrne Construction and the Town of Prosper, for the construction of the Public Works and Parks Service Center and authorize the Town Manager to execute documents for the same. Councilmember Hodges seconded the motion. Motion carried unanimously.

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

Downtown Advisory Committee: Councilmember Reeves commented on the completion of the downtown plaza. Councilmember Ray noted their conversations about potential projects, and the Downtown Block Party discussed in the work session.

Community Engagement Committee: Mayor Pro-Tem Bartley noted the committee also discussed the Downtown Block Party and met with the Mayor's Youth Advisory Council.

CIP: Mayor Pro-Tem Bartley noted the committee discussed items that were covered on tonight's agenda.

Legislative Subcommittee: Mayor Bristol noted the committee met and have begun discussing a plan and priorities for 2026.

**Possibly direct Town staff to schedule topic(s) for discussion at a future meeting.**

Councilmember Ray requested an update on Glen Brook Estates HOA landscaping requirements.

Councilmember Reeves requested an update on Purchasing Policies and utilizing BuyBoards.

Mayor Pro-Tem Bartley requested to review the Council project spreadsheet during a work session.

**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 – Consultation with the Town Attorney to discuss legal issues associated with any work session or regular agenda item.*

The Town Council recessed into Executive Session at 7:28 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 9:15 p.m.

No action was taken.

**Adjourn.**

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

These minutes were approved on the 13<sup>th</sup> day of January 2026.

APPROVED:

David F. Bristol, Mayor

ATTEST:

Michelle Lewis Sirianni, Town Secretary