



*Prosper is a place where everyone matters.*

## Minutes

Prosper Town Council Meeting  
Council Chambers  
Prosper Town Hall  
250 W. First Street, Prosper, Texas  
Tuesday, February 9, 2021

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

The meeting was called to order at 5:48 p.m.

### **Council Members Present:**

Mayor Ray Smith  
Mayor Pro-Tem Jason Dixon  
Deputy Mayor Pro-Tem Craig Andres  
Councilmember Marcus E. Ray  
Councilmember Amy Bartley  
Councilmember Jeff Hodges  
Councilmember Meigs Miller

### **Staff Members Present:**

Harlan Jefferson, Town Manager  
Terry Welch, Town Attorney  
Melissa Lee, Town Secretary  
Robyn Battle, Executive Director of Community Services  
Chuck Springer, Executive Director of Administrative Services  
Betty Pamplin, Finance Director  
January Cook, Purchasing Manager  
Rebecca Zook, Executive Director of Development & Infrastructure Services  
Hulon Webb, Engineering Services Director  
Dan Heischman, Assistant Director of Engineering Services - Development  
Alex Glushko, Planning Manager  
Frank Jaromin, Director of Public Works  
Leigh Johnson, Director of Information Technology  
Dudley Raymond, Director of Parks and Recreation  
Doug Kowalski, Police Chief  
Stuart Blasingame, Fire Chief

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

Pastor Jason McConnell of Prosper United Methodist Church led the invocation. The Pledge of Allegiance and the Pledge to the Texas Flag were recited.

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

Councilmember Bartley read the announcements.

The Town is requesting public input for the design of Pecan Grove Park located at 831 Del Carmen Drive. The Public Input Meeting will take place during the Regular Meeting of the Parks and Recreation Board on Thursday, February 11 in Council Chambers. A Zoom link will be provided on the Agenda for those who wish to attend virtually.

The Community Library is offering a new virtual Book Club for this year's One Book, One Town selection, "Here in the Real World," by Sara Pennypacker. Join the book club on the Prosper Community Library's Youtube channel.

The Prosper Fishing Derby will be held on February 20 at Frontier Park. Bring the family to the park for a day of fun, fishing, and prizes. More information is available on the Parks & Recreation Facebook page or the Town website.

Residents are encouraged to Join the annual Mayor's Fitness Challenge and walk or run at least 100 miles or bike at least 300 miles in 90 days. Turn in your completed tracking sheet for a free t-shirt and the opportunity to win a Fitbit. The Mayor's Fitness Challenge begins January 18 and continues through April 18, with tracking sheets due by April 23.

### **Presentations.**

- 1. Presentation of a Proclamation to the family of former Councilmember Ane Casady in honor of her service to the Town of Prosper. (RB)**

Mayor Smith presented a Proclamation to the family of former Councilmember Ane Casady in honor of her service to the community and to honor her memory as a beloved Prosper resident.

### **Discussion Items.**

- 2. SmartSheet Demonstration (LH)**

Hulon Webb, Engineering Services Director, provided an overview of the decision process for selecting SmartSheet, discussing costs and customized dashboards, and requesting feedback from the Town Council. Mr. Webb introduced Lindy Higginbotham, Town of Prosper CIP Senior Engineer, and she reviewed the functionality of SmartSheet by providing a demonstration of its automated workflows, pay applications, and payment tracking features among others.

The Town Council discussed the overall functionality of SmartSheet and its customized dashboards regarding weekly and monthly reporting functions. The feedback provided from the Town Council included adding a notes section for communication.

### **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.

- 3. Consider and act upon the minutes from the January 26, 2021, Town Council meeting. (ML)**
- 4. Consider and act upon Ordinance No. 2021-07 ordering a General Election to be held on May 1, 2021, and authorizing the Town Manager to execute contracts with the Collin County Election Administration, the Denton County Election Administration, and the Prosper Independent School District for joint election services. (ML)**

5. Consider and act upon Resolution No. 2021-08 designating *The Prosper Press* as the official newspaper of the Town of Prosper, and *The Dallas Morning News* and *The Frisco Enterprise* as alternative advertising sources, for Fiscal Year 2020-2021. (ML)
6. Receive the December Financial Report. (BP)
7. Receive the Quarterly Investment Report. (BP)
8. Consider and act upon Ordinance No. 2021-09 of the Town of Prosper, Texas amending Chapter 13, "Utilities," Section 13.07.009(a), Penalties or Disconnections During Coronavirus Public Health Emergency; and Creation of Coronavirus Disaster Economic Relief Fund" establishing an effective date to reinstate late payment fees or penalties and disconnection of services for non-payment of utility customer accounts. (BP)
9. Consider and act upon approving the purchase of a Multi Pro 5800 chemical spray unit from Professional Turf Products, through the Texas Local Government Purchasing Cooperative; and authorizing the Town Manager to execute documents for the same. (DR)
10. Consider and act upon authorizing the Town Manager to execute the First Amendment to the Wastewater Impact Fees Reimbursement Agreement between VP WINDSONG OPERATIONS LLC, and VP WINDSONG INVESTMENTS LLC, both as successors-in-interest to TVG Texas I, LLC, and the Town of Prosper, Texas, related to the extension of wastewater lines to serve the Windsong Ranch development. (HW)

Councilmember Ray made a motion and Deputy Mayor Pro-Tem Andres seconded the motion to approve all items on the Consent agenda.

The motion passed by a vote of 7 – 0.

**CITIZEN COMMENTS:**

There were no citizen comments.

**REGULAR AGENDA:**

**Items for Individual Consideration:**

11. Conduct a Public Hearing, and consider and act upon a request to amend Subdistrict 2 of Planned Development-67 (PD-67), on 217.8± acres, generally to modify the multifamily development standards for the Gates of Prosper, located on the southwest corner of Coleman Street and Lovers Lane. (Z20-0022). (AG)

Alex Glushko, Planning Manager, provided an overview of the request that would remove the minimum density regulations and build-to line regulations, as well as allow for dead-end parking, related to the multifamily development within Subdistrict 2 (Lifestyle Center) of PD-67. The proposed amendment does not revise the location of the proposed multifamily within the development, nor does it increase the maximum allowable number of multifamily units.

Mayor Smith opened the public hearing.

With no one speaking Mayor Smith closed the public hearing.

Councilmember Hodges made a motion and Councilmember Miller seconded the motion to approve the request to amend Subdistrict 2 of Planned Development-67 (PD-67), on 217.8± acres, generally to modify the multifamily development standards for the Gates of Prosper, located on the southwest corner of Coleman Street and Lovers Lane.

The motion passed by a vote of 7 – 0.

**12. Consider and act to authorize the Town Manager to execute a Development Agreement between Founders Classical Academy of Prosper and the Town of Prosper, Texas, related to the Founders Classic Academy Charter School development on the southwest corner of First Street and Custer Road. (AG)**

Councilmember Hodges made a motion and Deputy Mayor Pro-Tem Andres seconded the motion to table the Development Agreement between Founders Classical Academy of Prosper and the Town of Prosper, Texas, related to the Founders Classic Academy Charter School development on the southwest corner of First Street and Custer Road until the February 23, 2021, Town Council Meeting.

The motion passed by a vote of 7 – 0.

Councilmember Ray made a motion, and Deputy Mayor Pro-Tem Andres seconded the motion to reopen Item 12 for discussion.

The motion passed by a vote of 7 – 0.

Alex Glushko, Planning Manager, discussed tabling this item until the February 23, 2021, Town Council meeting to allow the applicant additional time to consider revisions that would allow for enhancements to the north side building elevation, landscaping berming along First Street and Custer Road, and the future use of temporary/modular buildings.

The Town Council discussed the requested updates to the Development Agreement from the February 9, 2021, Town Council Meeting specifically, the landscaping along Custer Road. Lynn Tompkins, Vice President of Construction and Real Estate at Responsive Education Solutions, discussed the requested changes to the Development Agreement from the February 9, 2021, Town Council meeting.

After discussion, Mayor Pro-Tem Dixon made a motion and Councilmember Miller seconded the motion to table the Development Agreement between Founders Classical Academy of Prosper and the Town of Prosper, Texas, related to the Founders Classic Academy Charter School development on the southwest corner of First Street and Custer Road until the February 23, 2021, Town Council Meeting.

The motion passed by a vote of 7 – 0.

**13. Consider and act upon authorizing the Town Manager to execute the First Amendment to the Development Agreement between Cook Children's Health Care System and the Town of Prosper, Texas, related to the Cook Children's Medical Center. (AG)**

Alex Glushko, Planning Manager, provided an overview of the amendment requesting to modify the building elevations for the Cook Children's Medical Center. As the elevations were included in the approved Development Agreement, modifications to the elevations require an amendment to the Development Agreement. The proposed modifications do not increase the number of floors nor does it increase the building square footage. The proposed building materials are the same as the approved materials.

The Town Council discussed the proposed south and west building elevations and the mechanical screening wall for the Cook Children's Medical Center. Jason Weeks of Dunaway and Associates discussed the building renderings as presented to the Town Council depicting the proposed modifications.

After discussion Deputy Mayor Pro-Tem Andres made a motion and Councilmember Hodges seconded the motion to approve the First Amendment to the Development Agreement between Cook Children's Health Care System and the Town of Prosper, Texas, related to the Cook Children's Medical Center.

The motion passed by a vote of 7 – 0.

**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.***

***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 and review the Town Manager's performance evaluation.***

The Town Council recessed into Executive Session at 7:18 p.m.

**Reconvene in Regular Session and take any action necessary as a result of the Closed Session.**

The Town Council reconvened the Regular Session at 8:34 p.m.

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

**14. Discussion on honoring former Councilmembers. (RB)**

Robyn Battle, Executive Director of Community Services, discussed with the Town Council a more permanent way to honor all Council members going forward. Staff recommended the placement of framed photos of all Councilmembers in the hallway leading to the Mayor's office at Town Hall. The Council favored the recommendation.

**15. Discussion on Future Budget Amendment:**

**Public Safety and Veterans Honor Wall**

**Communications Manager Position (HJ)**

Harlan Jefferson, Town Manager, discussed a future budget amendment regarding the Public Safety and Veterans Honor Wall, Bureau Veritas, Development and Permitting Software and the Communications Manager Position. The discussed budget amendment will be presented at the February 23, 2021, Town Council meeting for consideration.

Robyn Battle, Executive Director of Community Services, responded to questions about the upcoming Council Strategic Planning Session to be held on February 13, 2021.

**Adjourn.**

The meeting was adjourned at 9:02 p.m. on Tuesday, February 9, 2021.

These minutes approved on the 23rd day of February 2021.

**APPROVED:**

  
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Ray Smith, Mayor

**ATTEST:**

  
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Melissa Lee, Town Secretary

