



Prosper is a place where everyone matters.

Minutes

Prosper Town Council Meeting
Council Chambers
Prosper Town Hall
250 W. First Street, Prosper, Texas
Tuesday, June 23, 2020

Call to Order/ Roll Call.

The meeting was called to order at 5:47 p.m.

Council Members Present:

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

Council Members Absent:

Mayor Pro-Tem Curry Vogelsang, Jr.
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
John Webb, Development Services Director
Hulon Webb, Engineering Services Director
Pete Anaya, Assistant Director of Engineering Services – Capital Projects
Dan Heischman, Assistant Director of Engineering Services - Development
Alex Glushko, Planning Manager
Doug Kowalski, Police Chief
Scott Brewer, Assistant Police Chief
Stuart Blasingame, Fire Chief
Leigh Johnson, Director of Information Technology
Dudley Raymond, Director of Parks and Recreation
Paul Naughton, Senior Park Planner, Parks and Recreation
Leslie Scott, Director of Library Services

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

Pastor John Fowler, First Presbyterian Church of Prosper, led the invocation. The Pledge of Allegiance and the Pledge to the Texas Flag were recited.

Announcements of recent and upcoming events.

Prosper's Pride in the Sky event will take place on Friday, July 3, at Frontier Park, from 5-10 pm. The annual Independence Day event will feature live music, food trucks, and fireworks. Attendees are encouraged to follow safe practices and maintain social distancing while enjoying a picnic or tailgate on the grounds of Frontier Park.

The Prosper Community Library's Summer Reading Program is now available for readers of all ages. Please check the Town website or call the Library to sign up.

Registration is now open for Prosper's summer recreation programs, camps, and classes. Sign up at www.ProsperParksandRec.org. Scholarships are available for registration fees. Please call the Parks & Recreation Department for more information.

Active adults can enjoy a variety of virtual programs including bingo, trivia, and online fitness classes. Visit the Parks & Recreation Facebook page for a schedule of events.

Town Offices will be closed on Friday, July 3, in observance of the Independence Day Holiday. The Town Council wishes everyone a safe and happy Fourth of July.

Presentations.

- 1. Presentation by Prosper nonprofit organizations on the impact of COVID-19. (RB)**

Jennifer Lutes, Founder and Executive Director of Cornerstone North Central Texas, provided an overview of their program that includes financial assistance, job placement and life skills provided to families in need. Cornerstone, partnering with the Town of Prosper, has distributed approximately \$1,800 in utility charge waivers to twelve Prosper residents. Upcoming events include the July 18 Back to School Bash, which is anticipated to assist over 350 children.

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 from the June 9, 2020, Town Council meeting. (ML)**
- 3. Consider and act upon authorizing the Town Manager to execute an Interlocal Cooperation Agreement between Denton County and the Town of Prosper related to the Coronavirus Aid, Relief, and Economic Security (CARES) Act. (HJ)**
- 4. Consider and act upon Ordinance No. 2020-50 amending Ordinance No. 19-65 (FY 2019-2020 Budget). (BP)**
- 5. Consider and act upon approving the purchase of Traffic Signal related items for the Temporary Traffic Signal at Fishtrap & Gee Road and the Permanent Traffic Signal at Coit Road & Richland Boulevard, from Consolidated Traffic Controls, Inc., through the Houston-Galveston Area Council (HGAC) Cooperative Purchasing Program. (PA)**

6. **Consider and act upon awarding CSP No. 2020-34-B to Ratliff Hardscape, Ltd. related to construction services for the Whitley Place Trail Extension Project (1801-PK), and authorizing the Town Manager to execute a construction agreement for same. (DR)**

8. **Consider and act upon authorizing the Town Manager to execute a Sewer Development Agreement between HH Lakewood LLC, and the Town of Prosper, Texas, related to the extension of a sanitary sewer line to serve the Lakewood at Brookhollow, Phase 3 development. (HW)**

Deputy Mayor Pro-Tem Dixon removed Item 7 from the Consent Agenda.

Deputy Mayor Pro-Tem Dixon made a motion and Councilmember Hodges seconded the motion to approve Items 2-6, and Item 8 on the Consent Agenda.

The motion was approved by a vote of 5-0.

7. **Consider and act upon authorizing the Town Manager to execute a License, Maintenance, and Hold Harmless Agreement between Prosper 236, LLC, Lakewood HOA, Inc., and the Town of Prosper, Texas, related to the installation and maintenance of a screening wall and two columns within the right-of-way of Meadowbrook Boulevard in the Lakewood, Phase 1A development. (DH)**

Deputy Mayor Pro-Tem Dixon had a question on the choice of stone wall instead of wrought iron fencing. Dan Heischman, Assistant Director of Engineering Services – Development, replied that the location was not adjacent to a common area and was a corner residential lot. John Webb, Development Services Director, added that this was the side property line of a residential lot and the entry was not a thoroughfare that would be subject to the required thoroughfare screening. Staff will present alternative standards for a subdivision return entry that is not on a thoroughfare at a future Council meeting.

After discussion, Deputy Mayor Pro-Tem Dixon made a motion, and Councilmember Hodges seconded the motion to authorize the Town Manager to execute a License, Maintenance, and Hold Harmless Agreement between Prosper 236, LLC, Lakewood HOA, Inc., and the Town of Prosper, Texas, related to the installation and maintenance of a screening wall and two columns within the right-of-way of Meadowbrook Boulevard in the Lakewood, Phase 1A development.

The motion was approved by a vote of 5-0.

CITIZEN COMMENTS

There were no citizen comments.

REGULAR AGENDA:

Items for Individual Consideration:

9. **Conduct a Public Hearing and receive comments on the proposed updates to the Roadway Design Standards. (DH)**

Dan Heischman, Assistant Director of Engineering Services – Development, provided information on the updates that provide for consistency with the 2017 Subdivision Ordinance and the 2019 Paving and Subgrade Design Standards. The updated standards also include design standards for roundabouts, expanded pedestrian facility guidelines, and design guidelines for curvilinear streets and traffic calming.

Council discussed the use of curvilinear streets and roundabouts within the Town as a deterrent to speeding. Deputy Mayor Pro-Tem Jason Dixon had questions on the requirements for internal site circulation on commercial development. Assistant Director Heischman responded cross access from one development to another is required and is emergency services driven. Deputy Mayor Pro-Tem Jason Dixon expressed preference to exclude chicanes from the standards. Councilmember Ray was in favor of more islands and medians. Council discussed the use of speedbumps, speedhumps and speed cushions.

10. **Conduct a Public Hearing, and consider and act upon Ordinance No. 2020-51 rezoning 1.2± acres from Planned Development-84 (PD-84) to Downtown Retail (DTR), located on the northeast corner of Broadway Street and McKinley Street. (Z20-0012). [Companion Case Z20-0011] (AG)**
11. **Conduct a Public Hearing, and consider and act upon Ordinance No. 2020-52 amending Planned Development-84 (PD-84), on 1.1± acres, located on the southeast corner of Fifth Street and McKinley Street, generally to amend the property boundary, permitted uses, and development standards for Silo Park Food Truck Park. (Z20-0011) [Companion Case Z20-0012] (AG)**

Mayor Smith opened Items 10 and 11 concurrently.

Alex Glushko, Planning Manager, provided an overview of the site including current permitted uses and zoning history. Requested changes will allow for continued use, as well as to modify the property boundary, permitted uses, and development standards. The applicant, Matt Moore of ClayMoore Engineering, discussed parking, flex-base gravel use and restaurant incubators.

Council discussed the size and allowable colors of the restaurant incubators, as well as their permitted uses at other locations.

Mayor Smith Opened the Public Hearing.

With no one speaking, Mayor Smith closed the Public Hearing.

After discussion, Councilmember Ray made a motion, and Councilmember Hodges seconded the motion to approve Ordinance No. 2020-51 rezoning 1.2± acres from Planned Development-84 (PD-84) to Downtown Retail (DTR), located on the northeast corner of Broadway Street and McKinley Street.

The motion was approved by a vote of 5-0.

Councilmember Ray made a motion, and Councilmember Hodges seconded the motion to approve Ordinance No. 2020-52 amending Planned Development-84 (PD-84), on 1.1+ acres, located on the southeast corner of Fifth Street and McKinley Street,

generally to amend the property boundary, permitted uses, and development standards for Silo Park Food Truck Park.

The motion was approved by a vote of 5-0.

12. Conduct a Public Hearing, and consider and act upon a request for Sign Waivers to allow for a Subdivision Entry Sign and additional Development Signage in Windsong Ranch. (MD20-0009) (AG)

Alex Glushko, Planning Manager, provided information on the request of sign waivers for two types of signage within the development, Subdivision Entry Signs (i.e. Neighborhood Signage) and Development Signs (i.e. Marketing Monument Signage). David Blom, Tellus Group, LLC., discussed the structure and design of the signs noting the growing footprint of Windsong Ranch and the need for additional signage at the requested locations.

Mayor Smith Opened the Public Hearing.

With no one speaking, Mayor Smith closed the Public Hearing.

After discussion, Councilmember Andres made a motion, and Councilmember Hodges seconded the motion to approve the request for Sign Waivers to allow for a Subdivision Entry Sign and additional Development Signage in Windsong Ranch.

The motion was approved by a vote of 5-0.

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.

The Town Council recessed into Executive Session at 6:43 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 7:51 p.m.

Councilmember Andres made a motion and Councilmember Hodges seconded the motion to authorize the Town Manager to execute the following:

The First Amendment to Escrow Agreement between the Town of Prosper, Texas, and BG-GBT Broadway & Preston, L.P.

The motion was approved by a vote of 5-0.

Councilmember Andres made a motion and Councilmember Hodges seconded the motion to authorize the Town Manager to execute the following:

The Third Amended Economic Development Incentive Agreement between the Town of Prosper, Texas, and Northeast 423/380 Ltd., and Northwest 423/380 L.P.

The motion was approved by a vote of 5-0.

Councilmember Andres made a motion and Councilmember Ray seconded the motion to authorize the Town Manager to execute the following:

An Economic Development Incentive Agreement between the Town of Prosper, Texas, the Prosper Economic Development Corporation and Merit Roofing Systems, Inc.

The motion was approved by a vote of 5-0.

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

Council discussed the general seating of the dais and returning to a normal configuration.

Adjourn.

The meeting was adjourned at 7:55 p.m. on Tuesday, June 23, 2020.

These minutes approved on the 14th day of July 2020.

APPROVED:



Ray Smith, Mayor

ATTEST:



Melissa Lee, Town Secretary

