



Prosper is a place where everyone matters.

MINUTES

Prosper Town Council Meeting
Council Chambers
Prosper Town Hall
250 W. First Street, Prosper, Texas
Tuesday, September 28, 2021
5:45 PM

Call to Order/ Roll Call.

The meeting was called to order at 5:45 p.m.

Council Members Present:

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

Staff Members Present:

- Harlan Jefferson, Town Manager
- Terry Welch, Town Attorney
- Robyn Battle, Executive Director of Community Services
- Michelle Lewis Sirianni, Town Secretary
- Leslie Scott, Director of Library Services
- Todd Rice, Communications Manager
- Rebecca Zook, Executive Director of Development and Infrastructure Services
- Hulon Webb, Engineering Services Director
- Khara Dodds, Development Services Director
- Alex Glushko, Planning Manager
- Leigh Johnson, IT Director
- Jordan Carmona, Senior GIS Analyst
- Stuart Blasingame, Fire Chief
- Shaw Eft, Assistant Fire Chief
- Bill Bonnie, Division Chief
- Doug Kowalski, Police Chief

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

Pastor Scott Kay, First Baptist 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.

Thanks to everyone who joined us for “Celebrate Prosper” in Frontier Park on Saturday, September 25. Families enjoyed an evening of free hot dogs, and live blues and jazz music. We look forward to holding an even bigger event next year.

In October, the Town will honor our public safety personnel by lighting Town Hall and the Gateway Monument in red, in honor of Fire Prevention Month. Residents are encouraged to add red light bulbs to their front porches and landscape lighting for the month of October.

National Night Out is on Tuesday, October 5. The Prosper Police Department, Prosper Fire Rescue, Prosper ISD Police and First Responder Volunteers will be participating "First Responder Parades" with sirens and lights. If you are interested in first responders driving through your neighborhood for National Night Out, please register your street on the Police Department page on the Town website.

Councilmember Ray thanked the Parks and Recreation team and Communications team for all the candy and making the homecoming parade successful. Councilmember Ray also expressed his appreciation to the Prosper Fire and Police Department and all those for attending and supporting the prayer gathering for Dudley Raymond.

Presentations.

1. Presentation of a Proclamation to members of the Prosper Police and Fire Departments declaring October 5, 2021, as National Night Out. (MLS)

Mayor Smith read and presented a Proclamation to the Prosper Police and Fire Chiefs and staff.

2. Presentation of a Proclamation to members of the Prosper Fire Rescue declaring the month of October 2021 as Fire Prevention month. (MLS)

Mayor Smith read and presented a Proclamation to Stuart Blasingame, Fire Chief, Shaw Eft, Assistant Fire Chief, and Bill Bonnie, Division Chief.

3. Recognize the Prosper Fire Rescue Department for receiving the Heart Safe Community award. (SB)

Melissa Kristen, North Central Texas Trauma Regional Advisory Council (NCTTRAC) outlined the criteria and guidelines in the six specific areas in order to be considered to receive the Heart Safe Community award. Ms. Kristen recognized the level of and outstanding efforts of the Prosper Fire Rescue Department to be eligible to receive this award. On behalf of NCTTRAC, Ms. Kristen presented the Heart Safe Community award to the Prosper Fire Rescue Department.

4. Presentation of the American Heart Association Mission Lifeline Gold Plus Award to the Prosper Fire Rescue. (SB)

Chief Blasingame stated this award is data driven and thanked Shaw Eft, Assistant Fire Chief and Bill Bonnie, Division Chief for their hard work on achieving this award, which is the highest level to achieve.

Kristen Waller, Quality Improvement Manager expressed gratitude to all first responders for saving lives every day and for the continued dedication especially in time sensitive emergencies. Ms. Waller highlighted symptoms of heart attack and stroke and the importance of dialing 9-1-1 if any sudden symptoms occur. Ms. Waller presented the American Heart Association Mission Lifeline Gold Plus Award to the Prosper Fire Rescue and thanked them for their continued support.

5. Receive an update from the Prosper Community Library. (LS)

Ms. Scott presented an update regarding the Prosper Community Library which included current statistics of members, visits, checkout, and total circulation. She noted out of the 352 programs in the past year that they had 8,862 attendance in total,

88 in-person programs and 264 virtual programs, and noted the amount of money saved by using physical item checkout(s). Ms. Scott highlighted the 2021 Summer program which was titled '7 Continent Exploration'. They had 753 participants, hundreds of activities, and over 116,110 minutes read. She also noted their presence on social media through Facebook, Instagram, Twitter, and YouTube. The library also currently offers several online and electronic programs as well as provide printing/scanning services, public computers, tax forms, and voter registration cards. Ms. Scott expressed her appreciation for the hours devoted by all the volunteers, especially the teens. Over the past year, they have been flexible and able to adapt to the needs of the community through offering in-person and virtual events, increasing their database and remote access, to-go hold pick up, and take and make crafts. Other accomplishments have included working on revisions to the Library Policies and Long-Range Plan goals, served as a warming station during the winter storm, continuing to provide COVID safety measures, and designed a new logo and branding guide. In the upcoming year, the library is working on getting the book trailer out in the community, a global Book Bug game, story time on the road collaborations, doing a Singapore pen pal program, updating their long-range plan, and hiring a part time Social Media Content/Library Production Specialist.

Mayor Smith thanked Ms. Scott for the update.

6. Town of Prosper Strategic Planning Dashboard Demonstrations. (RB)

Mrs. Battle stated earlier this year, the Town Council worked on the short- and long-term goals of the Town through their Strategic Planning. She reviewed the Prosper Community Vision, the Proper Strategic Vision 2036, and the Prosper Town Government Mission. The five strategic goals 2026 are: Premier Residential Community, Invest in Prosper's Future, Financially Responsible Town Government Providing Exceptional Municipal Services, Successful Dallas North Tollway Development, and Successful Prosper Downtown Redevelopment. Mrs. Battle noted the Strategic Plan is divided into three tiers: Goals, Actions, and Milestones. Mrs. Battle presented the Town of Prosper Strategic Planning Dashboard that is linked on the Town website which allows the public to see the process of each priority item. The public can see as much detail as they want by drilling down into each item. She noted that they will be sharing this information through community channels and thanked all the staff for building and updating the site.

Councilmember Ray asked how often it would be updated and noted he loves the site. Mrs. Battle indicated it would be updated monthly.

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.

- 7. Consider and act upon the minutes from the September 14, 2021, Town Council meeting. (MLS)**
- 8. Consider and act upon awarding CSP No. 2021-62-B to SRH Landscapes LLC, related to construction services for the Coleman Street Median Landscaping (Talon-Victory) project; and authorizing the Town Manager to execute a construction agreement for same. (HW)**

9. Consider and act upon approving Change Order Number 04 for Bid 2020-75-B to Mario Sinacola & Sons Excavating, Inc., related to construction services for the Prosper Trail – Coit Rd to Custer Rd 2-Lanes (CIP No. 2008-ST) project; and authorizing the Town Manager to execute Change Order Number 04 for same. (HW)
10. Consider and act upon approving the purchase of one (1) skid steer loader from Holt Cat; and one (1) articulating telescopic aerial bucket truck from Altec Industries, Inc., through the Sourcewell Purchasing Cooperative. (FJ)
11. Consider and act upon approving the purchase of computer hardware, from CDWG, Inc., through the Sourcewell Purchasing Cooperative. (LJ)
12. Consider and act upon approving an Enterprise License Agreement for term license software between Environmental Systems Research Institute, Inc., a sole source provider, and the Town of Prosper, Texas; and authorizing the Town Manager to execute an agreement for the same. (LJ)
13. Consider and act upon approving a Facility Management Services Agreement between TDIndustries, Inc., and the Town of Prosper Texas, through the National Cooperative Purchasing Alliance (NCPA); and authorizing the Town Manager to execute the same. (RZ)
14. Consider and act upon approving Amendment Fifteen to the Interlocal Agreement between Collin County and the Town of Prosper for Animal Sheltering Services and Animal Control Services; and authorizing the Town Manager to execute the same. (MB)
15. Consider and act upon whether to direct staff to submit a written notice of appeal 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 any Site Plan or Preliminary Site Plan, including Alders Senior Living, Broadway Retail, Calloway's Nursery, Encompass Health, and Victory at Frontier. (AG)

Councilmember Ray made a motion to approve consent agenda Items 7 thru 15. Deputy Mayor Pro-Tem Andres seconded that motion and the motion was unanimously approved.

CITIZEN COMMENTS:

No comments were made.

Items for Individual Consideration:

Mayor Smith stated the following two agenda items are being opened concurrently.

16. Conduct a public hearing and consider and act upon a request to amend the Future Land Use Plan from Old Town Single Family to Old Town Office, generally located on the southeast corner of Coleman Street and Seventh Street. (This is a companion case to Z21-0005.) (CA21-0002). (AG)

Mr. Glushko stated the following two items are companion requests. The subject property is located at the southeast corner of Coleman and Seventh Street, currently zoned Single Family Residential 15 (SF-15) and has an existing metal building on the

property. The applicant is requesting to rezone to Downtown Office District. Since the request does not conform to the Future Land Use Plan (FLUP) currently marked Old Town Single Family or Residential, the request also includes an amendment to the FLUP to be changed to Old Town Core-Office. Mr. Glushko noted that if the Town Council feels it would be appropriate to change the classification, then it is appropriate to also classify the properties to the north and south along Colman Street as Old Town Core-Office as well, in order to create a consistent non-residential corridor into and out of the downtown. Mr. Glushko outlined the site improvements that are to be made in conjunction with the PD including the parking improvements and façade/elevation changes facing the west. The Planning and Zoning Commission unanimously recommended approval at their September 7 meeting on both items being presented. No public comments were made or received. Staff recommends that if the Town Council approves the amendment to the FLUP, then the approval be conditioned upon entering into a development agreement with the property owner. If the Town Council denies the amendment to the FLUP, staff recommends denial for the rezoning request.

Mayor Smith opened the public hearing.

Matt Moore, ClayMoore Engineering, Inc. stated on behalf of Jeff and Kara Sorenson, upon which he is representing, are looking to repurpose the building to office space. They are currently planning on making parking, façade, and landscaping improvements. Mr. Moore respectfully requested approval.

Councilmember Ray asked if they would be addressing any coloring options to the building in order to match the brick better and suggested more of an earth tone on the north side, as well as painting the roof. Mr. Moore responded that he could address those options with staff within the development agreement.

Mayor Smith closed the public hearing.

Mayor Pro-Tem Miller asked if any letters were received in favor or in opposition to the request. Mr. Glushko replied no.

Councilmember Hodges asked if the parking would be able to accommodate multiple office spaces. Mr. Glushko stated the number of parking spots would be determined based on the square foot of the building. Therefore, would not be an issue.

Mayor Pro-Tem Miller made a motion to approve the request to amend the Future Land Use Plan (FLUP) from Old Town Single Family to Old Town Office, generally located on the southeast corner of Coleman Street and Seventh Street. Councilmember Hodges seconded that motion and the motion was unanimously approved.

17. **Conduct a public hearing and consider and act upon a request to amend the Future Land Use Plan from Old Town Single Family to Old Town Office, generally located on the southeast corner of Coleman Street and Seventh Street. (This is a companion case to Z21-0005.) (CA21-0002). (AG)**

Same comments apply as listed on item 16.

Councilmember Ray made a motion to approve the request to rezone 0.7+/- acres from Single Family-15 (SF-15) to Planned Development-Downtown Office (PD-DTO), to allow for the conversion of the existing structure into an office, located on the southeast corner of Coleman Street and Seventh Street, subject to approval of a Development Agreement, including, but not limited to, right-of-way and/or easement

dedication, and architectural building materials. Councilmember Hodges seconded that motion and the motion was unanimously approved.

18. **Conduct a public hearing and consider and act upon a request to rezone 163.2± acres, from Planned Development-90 (PD-90) to Planned Development (PD), to facilitate the development of a single-family residential subdivision with private social club, located on the north side of First Street, east of Coit Road. (Z20-0021). (AG)**

Mayor Smith stated the applicant has requested to table this item.

Mayor Pro-Tem Miller made a motion to table to the October 26, 2012 Town Council meeting a request to rezone 163.2± acres, from Planned Development-90 (PD-90) to Planned Development (PD), to facilitate the development of a single-family residential subdivision with private social club, located on the north side of First Street, east of Coit Road. Councilmember Hodges seconded that motion. The motion was approved with a 6-0 vote. Councilmember Bartley was absent for the vote.

Councilmember Bartley left and was absent for the duration of the meeting.

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

19. **Discussion regarding fire protection services for Denton County Fresh Water District 10 for the Artesia Subdivision. (SB)**

Chief Blasingame stated that current fire protection services for Artesia are serviced by the Aubrey Fire Department. They currently have 1,659 homes and are estimated to have 1,682 by March 2022 and an estimated population of 5,214. Currently, the cost for fire protection per residential meter is \$13.96. Based on that amount, the annual cost recovery is \$281,768.64 and received an annual 184 fire/EMS calls. Chief Blasingame stated they are proposing to change the fire service from Aubrey to Prosper since the subdivision is located 0.7 miles from Prosper Fire Station No. 2. However, in order to change, voter approval is needed by the residents of Artesia. If voters approved the change, the Town of Prosper would change the cost of fire protection to \$15.00 per residential meter for the first 18 months, with annual increases thereafter. Prosper Fire Rescue currently is unable to recoup any fees unless a medical transport occurs. Chief Blasingame stated based on the proposed \$15.00 per residential meter and the anticipated new six building apartment complex, they would be able to collect over \$355,000 in funds. Chief Blasingame noted that they would enter into an Interlocal Agreement with Denton County to provide additional funding based on call type. In order to have this item placed on the May 2022 ballot, steps need to start taking place in order to meet the deadlines. Staff is looking for Town Council direction and feedback on how to proceed.

The Town Council discussed any concerns with any fire apparatus/equipment making turns or having issues on their streets, the importance of providing safety to the residents, and fees that would be collected.

Chief Blasingame stated he will begin working with the attorneys to move forward on this item and bring back an Interlocal Agreement with Denton County for consideration along with a timeline to placing the item on the May Election.

20. Discussion on logo and rebranding. (RB)

Mrs. Battle stated in July, the Library rolled out a new logo similar to the EDC. The current logo and tag line along with other logo variations were displayed as well as the new Library and EDC logo. Mrs. Battle stated staff is looking to create a graphic identity policy, brand, and style guidelines that provides brand consistency, fonts, colors, and templates, and ADA compliance. Four options were presented that included either to keep the existing logo, refresh the logo with an updated font and color palate, redesign similar to the Library and EDC logo, and/or complete the redesign with public input. Mrs. Battle outlined cost estimates as well as options on a phased approached. Staff is looking for feedback and direction on which option the Town Council would like staff to pursue.

The Town Council discussed their concerns on the overall cost, current logo versus one similar to the Library or EDC, and the importance of having consistency, especially with fonts, etc.

Mrs. Battle stated that she will bring back a more detailed phased in plan with further cost breakdown, as well as logo ideas under option two, and timeline to roll the plan out.

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 appointments to the Board of Adjustment/Construction Board of Appeals, Parks & Recreation Board, Library Board, Prosper Economic Development Corporation Board, and Planning & Zoning Commission.

The Town Council recessed into Executive Session at 7:14 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 7:52 p.m.

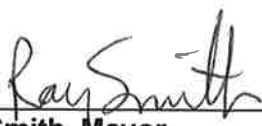
No action was taken on any Executive Session Items.

Adjourn.

The meeting was adjourned at 7:53 p.m.

These minutes approved on the 12th day of October 2021.

APPROVED:



Ray Smith, Mayor

ATTEST:



Michelle Lewis Sirianni, Town Secretary

