



**DEVELOPMENT SERVICES
DEPARTMENT**

To: Mayor and Town Council
From: Hulon T. Webb, Jr., P.E., Director of Development Services/Town Engineer
CC: Mike Land, Town Manager
Re: August 2010 Activity Report

BUILDING INSPECTIONS: Wayne K. Snell, Jr.

Commercial and Residential Permits:	Aug 2010	YTD 2010	YTD 2009
Certificate of Occupancy	7	39	17
Commercial	0	3	3
Commercial-Shell	0	0	0
Commercial Finish Out	0	2	9
Single Family Residential	17	196	143
Multi Family Residential (# of Units)	0	0	0

Building Inspections Performed:	Aug 2010	YTD 2010	YTD 2009
Total Residential Inspections Performed	1723	12971	6753
Total Commercial Inspections Performed	27	603	1570
Total Number of Working Days	22	169	168
Average Inspections Performed Daily	79.54	80.31	49.54

Note dramatic increase in residential permits, total inspections and average daily inspections in YTD 2010 vs YTD 2009.

Building Inspections Report – See attached spreadsheet for August 2010.

Building Inspections Projects performed in the month of August 2010:

- Drafted Multifamily Green Building Ordinance for consideration at the October 12th, 2010 Town Council Meeting. Forwarded to Prosper Developers Council for review.

CODE COMPLIANCE: Trish Eller

CC Inspections performed:	Aug 2010	YTD 2010	YTD 2009
Building Code Violations	15	31	2
High Weeds and Grass	66	400	364
Junk Vehicle	15	58	0
Mobile Food Vendor	0	9	0
Sign Inspections and Violations (bandit)	70	345	26
Sign Violations (Stake)	2	25	306
Zoning Sign Violations	3	19	6
Unsightly Matter	20	99	39
Zoning Code Violations	6	27	7
Landscaping Violations	6	17	0
Animal Control Violations	1	8	0
Health Violations	0	20	0
Citations	4	13	0

Code Compliance performed in the month of August 2010:

- August 5, 2010, Municipal Court for two cases.
- Met Misty Brown, Collin County Manager, about Community Development Block Grants, Collin County Habitat for Humanity, and other grants the Town could obtain.
- August 19, 2010, Municipal Court cases.
- August 24, 2010, Met with Collin County Habitat For Humanity, Chris Coppell, Wayne Snell and Michael Bulla.
- August 30, 2010, two sheds demolished at 205 W. Fifth St.
- Created DRAFT On-Street and Off-Street Parking Ordinance.
- Providing information for company contracted to create Code Compliance Coloring Book.
- Continue working with Customer Care Consultant.

ENGINEERING: Hulon T. Webb, Jr.

General

- **Drainage Utility Fee** – Freese & Nichols has prepared a study which will be presented to the Town Council in October 2010. (updated 9/28/10)
- **Engineering Plan Review** – Staff reviewed zero (0) engineering plans in August 2010.
- **Final Acceptance** – Town staff granted zero (0) final acceptances in August 2010:
- **Well Permits** – Staff reviewed zero (0) water well permits in August 2010.

Drainage

- **Amberwood Farms** – An existing drainage channel located on the northeast corner of the subdivision collects water from the Collin Green subdivision and diverts the flow along Harvest Ridge where minor flooding and erosion are occurring. Funding for the improvements to alleviate the erosion could be potentially provided in an upcoming bond sale or through the future storm water fee. (updated 2/18/10)
- **Downtown** – Staff is currently on hold in obtaining a design proposal pending funding to evaluate the construction options to address the drainage channel from Broadway to Business 289 that travels through the intersection of Church and 7th. The preliminary estimate for this project is \$550,000 and is unfunded. (updated 9/25/07)

- **Highland Meadows** – Staff gave notice to RLK Engineering on 5/09/07 to begin design improvements to the existing drainage channel located along the rear of the properties fronting Fair Oaks that was unable to handle the existing drainage from the south as well as from the adjacent properties. Funding for the construction of the improvements to alleviate the erosion could be potentially provided in an upcoming bond sale or through the future storm water fee. *(updated 2/18/10)*
- **Whispering Farms** – Staff worked with the developer on review and approval of drainage channel improvements within the Whispering Farms development. Included in the engineering plans is the design of an underground low flow pipe to handle daily irrigation flows so that the above ground channel will remain mainly dry until a rain event occurs. **Construction is complete and the Town is working with the contractor to final accept the improvements.** *(updated 9/28/10)*

Water and Sewer

- **First Street/Coit Road Force Main Relocation** – Town negotiated a design contract with Spiars Engineering, Inc., for design of a new force main along First Street from Chapel Hill to Greenspoint to alleviate the issues faced with an undersized force main from La Cima to an existing gravity sewer line in First Street. The design contract was awarded by the Town Council at the November 11, 2008, Town Council Meeting. The construction of this line was bid with the First Street/Coit Road Widening project. Council awarded the construction contract to Weir Bros., Inc. at the June 22, 2010 Council Meeting. *(updated 09/21/10)*
- **Prosper Trail Elevated Storage Tank** – Town staff was working with Freese & Nichols and the property owner to finalize the location of the proposed elevated storage tank in accordance with the Capital Improvement Plan along the north side of Prosper Trail. Staff received revised appraisals for the purchase or condemnation based on the original boundary surveys. Staff is awaiting additional documented sales prior to a discussion with Council. *(updated 06/15/10)*
- **Wilson Creek Tributary Wastewater Interceptor** – Town Council awarded a design contract with Walker Partners on February 9, 2010 for the design of a sanitary sewer main to extend from the existing NTMWD sewer main in Wilson Creek to the First Street/Coit Road Force Main Relocation. This sewer main will connect to the Whispering Farms and Greenspoint sewer lines allowing the Town to shut down the current lift stations serving these developments. There will also be an alternate design to connect the sewer main to the La Cima lift station along Coit Road allowing to Town to shut it down as well. **Survey is complete and design is underway. A change order for additional work is on the September 28, 2010, Town Council Meeting for consideration.** *(updated 09/21/10)*

Roads

- **Coit Road Widening** – The design consists of widening the existing two-lane asphalt roadways to four-lane divided roadways with concrete curb and underground drainage. At all median openings multiple underground conduits will be installed to facilitate future street lighting and irrigation in the medians. Also included in the design of these projects are turn lanes necessary to facilitate future traffic demands. Council awarded the construction contract to Weir Bros., Inc. at the June 22, 2010 Council Meeting. **Franchise utilities being relocated ahead of the project commencing. The current project schedule is:** *(updated 09/21/10)*
 - Design Complete (March 2010)
 - Bid & Award (June 2010)
 - Construction Begin (October 2010)
 - Construction Complete (April 2012)
- **CR 5 (Frontier Parkway) Improvements (County Road 50 to Coleman Street)** – The City of Celina has contracted with an engineering firm to design a concrete curb and gutter section of roadway from DNT to Preston Road. Town staff has been working with the City of Celina on incorporating an overpass at the BNSF Railroad into the design plans. **Interim asphalt**

improvements to the road will be complete in September 2010. The interim improvements are funded equally by the Town of Prosper and City of Celina. (updated 2/18/10)

- **Extension of the Dallas North Tollway Main Lanes North of US 380** – Town staff has meet with representatives of the NTTA and is reviewing a proposed Memorandum of Understanding to accompany the existing Interlocal Agreement between the Town of Prosper, Collin County and NTTA. Once the review is complete, it will be forwarded to the Town Council for consideration. (updated 2/18/10)
- **First Street Widening** – The design consists of widening the existing two-lane asphalt roadways to four-lane divided roadways with concrete curb and underground drainage. At all median openings multiple underground conduits will be installed to facilitate future street lighting and irrigation in the medians. Also included in the design of these projects are turn lanes necessary to facilitate future traffic demands. Council awarded the construction contract to Weir Bros., Inc. at the June 22, 2010 Council Meeting. Franchise utilities being relocated ahead of the project commencing. The current project schedule is: (updated 09/21/10)
 - Design Complete (March 2010)
 - Bid & Award (June 2010)
 - Construction Begin (October 2010)
 - Construction Complete (April 2012)
- **Prosper Trail Widening** – The design consists of widening the existing two-lane asphalt roadways to four-lane divided roadways with concrete curb and underground drainage. At all median openings multiple underground conduits will be installed to facilitate future street lighting and irrigation in the medians. Also included in the design of these projects are turn lanes necessary to facilitate future traffic demands. Town Council awarded the bid to Weir Brothers, Inc., at the August 11, 2009, Town Council Meeting. Construction has begun and is anticipated to be complete by December 31, 2010 (weather permitting). (updated 09/21/10)
 - Paving of the main lanes complete, crews currently working on asphalt connections at Coleman and Preston as well as sidewalk and driveways.
 - Staff continuing to work on integrating potential landscaping improvements with current developments.
- **State Roadway Turn Lane Improvements:**
 - Custer Road (FM 2478) – TxDOT has completed designing the northbound left turn lanes along Custer Road at First Street and Prosper Trail. As soon as Town staff completes preparation of the necessary bid documents, the project will be bid with the Preston Road turn lane improvements. (updated 8/28/08)
 - Preston Road (SH 289) – TxDOT has completed designing the northbound left turn lane along Preston Road at First Street and the southbound turn lanes at Broadway. As soon as Town staff completes preparation of the necessary bid documents, the project will be bid. (updated 8/28/08)
- **Traffic Signal (Intersection of US 380/Coit Road)** – TxDOT has completed the design for the traffic signal and anticipates having it installed by the end of 2010. (updated 09/24/10)
- **Widening of Preston Road (SH 289) South of US 380** – The construction has begun and is anticipated to be complete by the end of 2011. (updated 2/18/10)
- **Widening of Preston Road (SH 289) North of US 380** – The Texas Department of Transportation is currently designing the road widening which includes 6 lanes with raised median through the limits of Prosper. The design is anticipated to be complete late 2011 with construction complete in 2013. Crews have completed the marking of current ROW and the identifying utilities. A Public Hearing to discuss the project was held July 22, 2010 at Rucker Elementary. (updated 07/21/10)
- **Widening of Preston Road (SH 289) Bridge at US 380** – Town staff has received plans adequate from TxDOT to initiate utility adjustments within the project area. At this time, no Town of Prosper utilities have been identified for needing to be relocated. TxDOT has scheduled the letting of the project in August 2010. A Public Hearing to discuss the project was held July 15, 2010 at Rucker Elementary. (updated 07/21/10)

- **Widening of US 380 (Dallas North Tollway to Preston Road)** – The County is currently working with their design consultant on preparation of construction plans for the Preston Road overpass at US 380. The Public Meeting to discuss the project was held June 28, 2010 at Rogers Middle School. *(updated 7/21/10)*

PARKS & RECREATION: Wade Harden

- **57 Acre Community Park** – Construction is underway. The current construction schedule is (weather permitting): *(updated 09/21/10)*
 - Sod being installed on Baseball Fields.
 - Infrastructure 99% complete
 - Sidewalk 95% complete.
 - Soccer pavilion 95% complete.
 - Baseball pavilion 90% complete.
 - Construction of bleacher areas 85% complete.
 - Continue cleanup of surrounding area.
 - Fountains to be operational this month.
 - Fish stockings scheduled with TPWD.
- **Boyer Park** – Ribbon cutting Friday, August 20th. Park Benches installed and the creation of the tiles for the tile wall will begin at the Health and Safety Fair on October 9th, 2010. *(updated 09/28/10)*
- **Community Garden** – Staff is researching options for a community garden and is seeking parties interested in its operation. *(updated 08/19/10)*
- **Grant Application** – Preparing Texas Parks & Wildlife Outdoor Recreation Grant application submitted pending review. *(updated 08/19/10)*
- **Main Street Park** – This project consists of extending Second Street west of Main Street and connecting to First Street. Adding parking along the new section of Second Street and existing Main Street in front of the park. Sidewalks are also included in the project. Project was awarded to J&T Excavation at the January 26, 2010 Town Council Meeting. The preconstruction meeting was held on March 17, 2010. *(updated 09/21/10)*
 - Construction complete.
 - Addressing minor issues prior to final acceptance.
 - Landscaping improvements to be installed late fall of 2010.
- **Park Signage** – Project is out to bid, with the bid opening October 7th at 2 p.m. *(updated 09/21/10)*
- **Town Lake Park** – Staff met with TPWD regarding fisheries management and stocking of Town Lake and other public locations in Town. Fish from Town Lake will be removed by TPWD and stocked into the Community Park. Fish stockings were delayed due to the fountains not being operational in the Community Park. *(updated 08/19/10)*
- **Skate Park** – Two potential skate park locations determined, pending public input and zoning changes prior to moving forward. *(updated 09/21/10)*
- **Preston Lakes Park** – Review soils test results and consult with third party for mediation options. Staff received one quote for work to prepare the site for development and is awaiting additional quotes. *(updated 09/21/10)*
- **Parks Website** – Major revisions to parks website. Met with Celso to draft summaries and section. Follow-up meeting with Celso in late October. *(updated 09/21/10)*
- **Town Lake Park Improvements** – Staff is working with a Boy Scout wanting to make improvements to Town Lake Park. Information will be presented to the PARBd and Town Council for action in late September. *(updated 09/21/10)*

PLANNING: Chris Copple

- **Development & Zoning Activity** – The Town received three (3) development applications and zero (0) zoning requests in August 2010. *(updated 9/21/10)*
- **Planning & Zoning Commission** – The Planning & Zoning Commission acted on three (3) zoning requests and one (1) development applications in August 2010. *(updated 9/21/10)*
- **Thoroughfare Screening and Landscaping Amendment** – Town staff is in the process of drafting an amendment to the Subdivision Ordinance regarding thoroughfare screening and landscaping in order to reflect the Visioning Committee's recommendations. Town staff anticipates a public hearing before the Planning & Zoning Commission to consider and act upon the amendment to be scheduled for November 2010. *(updated 9/21/10)*