

Prosper is a place where everyone matters.

MINUTES

Special Meeting of the Prosper Town Council

Fire Station No. 2

1140 S. Teel Parkway, Prosper, Texas

Wednesday, June 29, 2016

1. Call to Order/Roll Call.

The meeting was called to order at 6:00 p.m.

Council Members Present:

Mayor Ray Smith
Deputy Mayor Pro-Tem Jason Dixon
Councilmember Kenneth Dugger
Councilmember Meigs Miller
Councilmember Mike Davis

Council Members Absent:

Mayor Pro-Tem Curry Vogelsang, Jr.
Councilmember Michael Korbuly

Staff Members Present:

Harlan Jefferson, Town Manager
Robyn Battle, Town Secretary/Public Information Officer
Ronnie Tucker, Fire Chief
Stuart Blasingame, Assistant Fire Chief
Doug Kowalski, Chief of Police
Leigh Johnson, IT Director

2. The Town Council will tour the Town of Prosper Fire Station No. 2 site, 1140 S. Teel Parkway, Prosper.

The Town Council toured the site of Prosper Fire Station No. 2.

3. Presentation to and discussion by the Town Council of possible property acquisition and/or utilization, and all matters incident and related thereto.

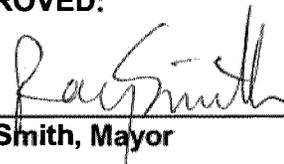
This item was not discussed.

4. Adjourn.

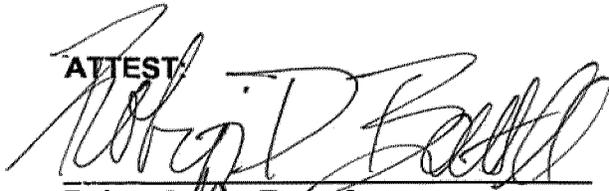
The meeting was adjourned at 5:00 p.m. on Wednesday, June 29, 2016.

These minutes approved on the 12th day of July, 2016.

APPROVED:



Ray Smith, Mayor

ATTEST

Robyn Battle, Town Secretary





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MINUTES

**Special Meeting of the
Prosper Town Council**
Prosper Municipal Chambers
108 W. Broadway, Prosper, Texas
Wednesday, June 29, 2016

1. **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 Curry Vogelsang, Jr.
Deputy Mayor Pro-Tem Jason Dixon
Councilmember Michael Korbuly
Councilmember Kenneth Dugger
Councilmember Meigs Miller
Councilmember Mike Davis

Council Members Absent:

Mayor Pro-Tem Curry Vogelsang, Jr.

Staff Members Present:

Harlan Jefferson, Town Manager
Robyn Battle, Town Secretary/Public Information Officer
Hulon Webb, Executive Director of Development and Community Services
John Webb, Development Services Director
Leslie Scott, Library Director
Frank Jaromin, Public Works Director
Betty Pamplin, Accounting Manager
Leigh Johnson, IT Director
Doug Kowalski, Chief of Police
Gary McHone, Assistant Police Chief
Ronnie Tucker, Fire Chief
Stuart Blasingame, Assistant Fire Chief

2. **The Town Council will discuss the proposed FY 2016-2017 budget.**

Town Manager Harlan Jefferson discussed the budget process, timeline, and the purpose for tonight's work session, which is to identify Council's priorities prior to drafting the proposed FY 2016-2017 budget. He reviewed preliminary projections for the General Fund and the Water/Sewer Fund, provided an overview of the FY 2016-2017 Supplemental Requests, and explained the Request for Proposal timeline for Solid Waste/Recycling Services for the Town.

Town staff presented information and gained feedback from the Town Council on the following budget-related initiatives:

i. Property Values and Discussion (BP)

Accounting Manager Betty Pamplin discussed the FY 2012-2016 property values and the percentage of change each year. The newly-enacted Homestead Exemption has resulted in a revenue decrease that was more than expected due to additional homes added to the tax roll, and increased values.

ii. CIP (HW)

Hulon Webb, Executive Director of Development and Community Services, reviewed the proposed Capital Improvement Program. The Council provided direction on several proposed street projects, such as clarifying the scope of the Pasewark project, moving the Median Lighting – Coit Road (US 380-First) project up to FY 2016-2017, and including the intersection of Coleman and Broadway to the scope of the existing CIP project.

The Town Council discussed the Downtown Enhancements project. Council requested construction cost options for the project and would like the improvements to Broadway Street to coincide with the new Town Hall/Multi-Purpose Facility, and that the intersection of Coleman and Broadway be included in the scope of the project.

a. Public Safety Facility

Council directed staff to submit a Supplemental Package for FY 2016-2017 to complete a needs assessment and master plan for the future Public Safety Facility.

iii. Expanding Coit/Prosper Trail Intersection (HW)

Staff was directed to move forward with the Prosper Trail (Kroger-Coit) project in FY 2016-2017, including the intersection of Coit Road at Prosper Trail, and add the First Street (DNT-Coleman) project to the list for future county funds. The list for county funds is as follows:

1. Southbound DNT Frontage Road
2. Frontier Parkway (DNT-Preston)
3. Prosper Trail (Kroger-Coit)
4. First Street (DNT-Coleman)

iv. Dynamic Speed Limit Signs (HW)

Staff was directed to purchase two dynamic speed limit signs to be placed on Coit Road, one northbound and one southbound.

v. Green Ribbon Funding for US HWY 380 (HW)

The Town Council agreed to pursue Green Ribbon Funding for Preston Road landscaping along US 380 from Lovers Lane to Custer Road, including the first median on SH 289 north of the US 380 overpass. No additional Town funding will be allocated for turf, turf irrigation, change-out of pavers, or street lighting. Council gave direction to include the areas northwest and northeast of the bridge in the landscaping. Town staff will submit a Supplemental Package for FY 2016-2017 for design services for a Gateway Entry feature on SH 289 north of the US 380 overpass, and approach the Cities of Frisco and McKinney for cost-sharing opportunities for maintenance along this section of US 380.

- vi. **Court of Record (HJ)**
After discussion, the Town Council decided the Municipal Court will not pursue becoming a court of record at this time.
- vii. **Mosquito Abatement Program (JW)**
The Town Council was presented with options for mosquito abatement including testing, the use of larvicide, and spraying. At this time, staff is directed to continue testing and use larvicide for stagnant water in problem areas. If the mosquito problem worsens, the Town has the option to begin aerial spraying.
- viii. **IT Savings / Technology Additions (LJ)**
 - a. **Free WiFi at Frontier Park**
Staff was directed to propose this project as part of the FY 2016-2017 budget.
 - b. **Upgrade Cameras at Frontier Park**
Staff was directed to propose this project as part of the FY 2016-2017 budget.
 - c. **Drone Program**
Staff was directed to propose this project as part of the FY 2016-2017 budget.
 - d. **Town-wide App**
Council requested an analysis of this program's return on investment before giving direction to continue.
- ix. **Grant Writing (RT)**
Council gave direction for Fire Chief Ronnie Tucker to propose a joint Emergency Management Coordinator/Grant Writer as part of the FY 2016-2017 budget.
- x. **Zucker Report (HJ)**
Town Manager Harlan Jefferson provided a summary of the Development Services customer service survey which was recently completed. Town staff is taking initiatives to address some of the issues identified in the report.

Hulon Webb spoke briefly about the proposed Tree Farm. A Supplemental Package has been submitted as part of the FY 2016-2017 budget for additional parks personnel and infrastructure to cover start-up costs. The establishment of the Tree Farm will help the Town meet the requirements of the Tree City USA program.

3. **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:

3a. Section 551.087 – To discuss and consider economic development incentives.

3b. 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.

The Executive Session was not held.

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

The meeting was adjourned at 8:30 p.m. on Wednesday, June 29, 2016.

These minutes approved on the 12th day of July, 2016.



APPROVED:

Ray Smith

Ray Smith, Mayor

ATTEST:

Robyn Battle

Robyn Battle, Town Secretary