



*Prosper is a place where everyone matters.*

**MINUTES**  
**Meeting of the Prosper Town Council**  
Prosper Municipal Chambers  
108 W. Broadway Street  
Prosper, TX 75078  
Tuesday, January 24, 2017

**1. Call to Order/Roll Call.**

The meeting was called to order at 6:00 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

**Staff Members Present:**

Harlan Jefferson, Town Manager  
Robyn Battle, Town Secretary/Public Information Officer  
Terrence Welch, Town Attorney  
Hulon Webb, Executive Director of Development and Community Services  
John Webb, Development Services Director  
Steve Glass, Deputy Director of Engineering Services  
Dudley Raymond, Parks & Recreation Director  
Paul Naughton, Landscape Architect  
Kelly Neal, Finance Director

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

Mayor Pro-Tem Vogelsang led the invocation. The Pledge of Allegiance and the Pledge to the Texas flag were recited.

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

Deputy Mayor Pro-Tem Dixon read the following announcements:

Mayor Ray Smith and the Prosper Town Council invite you to join the It's Time Texas Community Challenge. Log on to [www.ittcommunitychallenge.com](http://www.ittcommunitychallenge.com) to register. You can earn points for Prosper by taking Healthy Selfies and tracking your workout activities. With everyone's help, we can win the title of Healthiest Small Community for the second year in a row.

The Town of Prosper is partnering with Prosper ISD to host a one-day Prosper Community Health and Wellness Fair. Make sure to stop by the Prosper High School cafeteria on January 28, 2017, from 9:00 a.m.-2:00 p.m. There will be free health screenings, games, healthy foods and prizes.

The Town will celebrate the groundbreaking of two major projects over the next few weeks. The public is invited to attend the Groundbreaking Ceremony for the Town Hall/Multi-Purpose Facility on February 3, at 9:00 a.m. Then, on February 10, we will celebrate the Groundbreaking of Frontier Park North at 9:00 a.m. near Frontier Park Pavilion.

**4. 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.)**

- 4a. Consider and act upon minutes from the following Town Council meeting. (RB)
  - Regular Meeting – January 10, 2017
- 4b. Consider and act upon Ordinance No. 17-07 for a Specific Use Permit (SUP) for mini-warehouses or public storage buildings, on 5.0± acres, located on the east side of Cook Lane, 830± feet south of Prosper Trail. This property is zoned Planned Development-26 (PD-26). (S16-0011). (JW)
- 4c. Consider and act upon Ordinance No. 17-08 amending the FY 2016-2017 Budget and Capital Improvement Plan. (KN)
- 4d. Consider and act upon authorizing the Town Manager to execute a Contract Amendment with Teague Nall and Perkins, Inc., related to the Town Hall Offsite Infrastructure Project. (SG)
- 4e. 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. (AG)

Councilmember Dugger made a motion and Deputy Mayor Pro-Tem Dixon seconded the motion to approve all items on the Consent Agenda. The motion was approved by a vote of 7-0.

**5. CITIZEN COMMENTS:**

**The public is invited to address the Council on any topic. However, the Council is unable to discuss or take action on any topic not listed on this agenda. Please complete a "Public Meeting Appearance Card" and present it to the Town Secretary prior to the meeting.**

There were no Citizen Comments.

**REGULAR AGENDA:**

**If you wish to address the Council during the regular agenda portion of the meeting, please fill out a "Public Meeting Appearance Card" and present it to the Town Secretary prior to the meeting. Citizens wishing to address the Council for items listed as public hearings will be recognized by the Mayor. Those wishing to speak**

on a non-public hearing related item will be recognized on a case-by-case basis, at the discretion of the Mayor and Town Council.

**DEPARTMENT ITEMS:**

**6. Discussion on proposed amendments to the Zoning Ordinance regarding accessory structures and guest houses. (JW)**

Development Services Director John Webb presented this item before the Town Council. As noted during a briefing held in July 2016, recent developments of accessory structures and guest houses have warranted the need to review the standards of these uses to ensure the structures do not have a negative impact on adjacent residential properties. In addition, staff has received requests to reduce the required rear yard setback on single family lots to accommodate attached accessory structures such as patio covers. Mr. Webb reviewed the current Zoning Ordinance as it pertains to guest houses and accessory structures, as well as recommended amendments.

Mayor Smith recognized the following individual who requested to speak.

George Dupont, 1400 Harvest Ridge Lane, spoke in favor of the item, recommending limits on the number of accessory structures permitted per lot, as well as a limit on the amount of lot covered for accessory buildings.

Town staff received direction to modify the ordinance to require a SUP for guest houses and accessory structures, and require additional limitations on lot size. Mr. Webb stated that Town staff would solicit additional comments from the Fire Marshal and Town Attorney, and bring the revised standards to the Planning & Zoning Commission for consideration prior to presenting the proposed ordinance amendment for Council approval. No further action was taken.

**7. Consider and act upon authorizing the Town Manager to execute a Professional Engineering Services Agreement between CobbFendley and Associates, Inc., and the Town of Prosper, Texas, related to the design of the Coit Road (First - Frontier) project. (SG)**

Steve Glass, Deputy Director of Engineering Services, presented this item before the Town Council. CobbFendley will provide design services for Coit Road (First Street to Frontier Parkway), which will include 90% road and drainage design, traffic signal design for the First Street intersection, landscaping and irrigation design, topo and surveying, right-of-way acquisition documents, subsurface utility engineering, and traffic control plans. Funding for the project is expected to be allocated sometime between 2020 and 2025; however, contract approval for design is necessary at this time so that Town staff can begin the process of acquiring the necessary right-of-way. A subsequent contract amendment will be submitted for Council consideration at a future meeting to review existing conditions and make necessary modifications to the contract.

Councilmember Miller made a motion and Councilmember Dugger seconded the motion to authorize the Town Manager to execute a Professional Engineering Services Agreement between CobbFendley and Associates, Inc., and the Town of Prosper, Texas, related to the design of the Coit Road (First - Frontier) project. The motion was approved by a vote of 7-0.



8. **Consider and act upon authorizing the Town Manager to execute a Professional Services Agreement between Halff Associates, Inc., and the Town of Prosper, Texas, related to the design of the Prosper Gateway Monument project. (PN)**

Landscape Architect Paul Naughton presented this item before the Town Council. The purpose of this project is to prepare conceptual drawings and budgets for prototypical gateway monuments, to be located at various major and minor gateway locations throughout the Town. The contract also provides for contract documents and specifications for the Preston Road and US 380 location. The monuments are intended to serve as unique landmarks that set Prosper apart from the neighboring communities. Lenny Hughes from Halff Associated provided additional clarification on the project to the Town Council.

The Town Council requested information on previous work done on the Gateway Monuments by the Town Council and the Visioning Committee. Hulon Webb, Executive Director of Development and Community Services, stated that Town staff would research the previous designs and bring the information back at a future Council meeting. Town staff will also contact Blue Star Land Development to coordinate the design, and ensure that all designs meet TxDOT requirements.

Councilmember Miller made a motion and Councilmember Dugger seconded the motion to table Item 8. The motion was approved by a vote of 7-0.

9. **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:**

- 9a. ***Section 551.087 – To discuss and consider economic development incentives.***
- 9b. ***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.***
- 9c. ***Section 551.074 – To discuss and review the Town Manager’s performance evaluation.***

The Town Council recessed into Executive Session at 7:04 p.m.

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

The Town Council reconvened the Regular Session at 8:05 p.m.

Councilmember Dugger made a motion and Councilmember Korbuly seconded the motion to authorize the Town Manager to execute an economic development incentive agreement for an office structure on property generally located at the northeast corner of Preston Road and First Street. The motion was approved by a vote of 7-0.

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

- Frisco Corridor Transportation and Land Use Study (HW)

Hulon Webb, Executive Director of Development and Community Services, updated the Town Council on a mobility study recently conducted by the North Central Texas Council of Governments (NCTCOG) that could potentially extend rail service through Prosper. The Town Council provided direction for the Town staff to request consideration from NCTCOG for a future rail stop in Prosper.

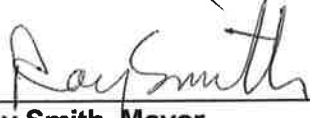
12. Adjourn.

The meeting was adjourned at 8:08 p.m. on Tuesday, January 24, 2017.

These minutes approved on the 14<sup>th</sup> day of February, 2017.



APPROVED:

  
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Ray Smith, Mayor

ATTEST:

  
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Robyn Battle, Town Secretary