



MEMORANDUM

DATE: March 10, 2023
TO: The Honorable Mayor Hudspeth and Council Members
FROM: Sara Hensley, City Manager
SUBJECT: Friday Staff Report

Upcoming Meetings

- A. Public Utilities Board on **Monday, March 13, 2023**, at **9:00 a.m.** in the City Council Work Session Room.
- B. Development Code Review Committee on **Monday, March 13, 2023**, at **10:00 a.m.** at the Development Service Center.
- C. Board of Ethics on **Monday, March 13, 2023**, at **5:30 p.m.** in the City Council Work Session Room.
- D. Library Board on **Monday, March 13, 2023**, at **5:30 p.m.** at the North Branch Library.
- E. **Cancelled** - Committee on the Environment on **Tuesday, March 14, 2023**, at **9:00 a.m.** in the City Council Work Session Room.
- F. Work Session of the Planning and Zoning Commission on **Wednesday, March 15, 2023**, at **5:00 p.m.** in the City Council Work Session Room followed by a Regular Meeting at **6:30 p.m.** in the Council Chambers.
- G. Committee on Persons with Disabilities on **Thursday, March 16, 2023**, at **3:00 p.m.** at the Development Service Center.

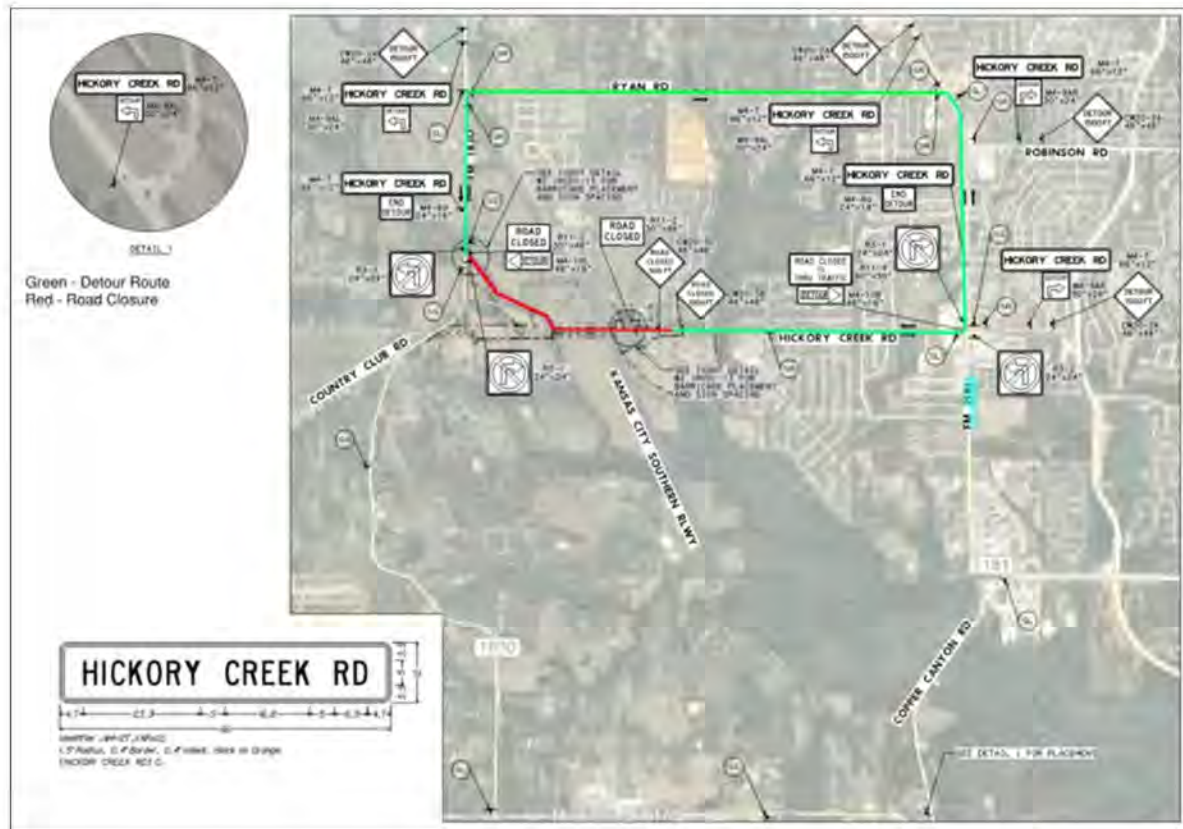
OUR CORE VALUES

Inclusion • Collaboration • Quality Service • Strategic Focus • Fiscal Responsibility

General Information & Status Updates

- A. City Council Priorities Update – The City Manager’s Office is pleased to provide an update on the 24 strategic initiatives identified as Council priorities. The **attached** report is reflective of progress through February 28, 2023. These initiatives are being tracked and reported through the City’s new performance management software and are included, amongst over 100 initiatives supporting Council’s key focus areas, on the City’s [public-facing dashboard](#) launched earlier this week. Staff contact: Aimee Kaslik, Strategic Services
- B. Library Wins 2022 TMLDA Achievement of Excellence in Libraries Award - Denton Public Library received the 2022 Achievement of Library Excellence Award from the Texas Municipal Library Directors Association (TMLDA), an affiliate of the Texas Municipal League. To successfully receive the Achievement of Library Excellence Award, the applicant must exhibit excellence in each of the ten categories:
1. Services to underserved populations either through outreach, special programs, collaborations with other libraries or organizations, special classes, special collections, etc.
 2. Innovative and effective marketing materials highlighting basic services and publicity about specific programs the library offers
 3. Collaborative efforts with community organizations
 4. Enhanced service to the public during the past year either through an increase in service or a change in the type of services
 5. Literacy support for all ages (including summer reading programs)
 6. Support for digital inclusion through public internet access, digital literacy training, and online library services
 7. Support for workforce development
 8. Cultural, topical, and educational programming for adults and families
 9. Professional staff training to include training opportunities for staff at all levels
 10. Any other initiatives that speak to library excellence
- Denton Public Library demonstrated distinction with its many programs and services including Adult StoryTimes at Denton State School for adults with disabilities, Bring a Blanket Storytime at the Courthouse on the Square, Spanish language StoryTime programs, the Forge Makerspace at North Branch, Librarian Chuck Voellinger’s History Moments video series, and new language learning Discovery Kits. Of the 542 public libraries in Texas, only 73 received this award in 2022. Staff contact: Jennifer Bekker, Library
- C. Fire Department Year in Review- The Denton Fire Department created a 2022 Year in Review that highlights accomplishments, workload analysis, and division summaries on the [Story Map platform](#) that utilizes text, interactive maps, and other multimedia content. This is the first year in review the fire department has published but expects this to become a standardized process to update the community about the performance and workload of the fire department in future years. Staff contact: Kenneth Hedges, Fire
- D. Hickory Creek Road Phase 3 Closure Update – On March 13, Hickory Creek Road from River Pass Drive to FM 1830/Country Club Road will be closed to thru traffic, allowing resident-only access. This closure is part of the Hickory Creek Road Phase 3 capital project that is funded by the 2019 Bond Program. For safety reasons, a road closure is essential to

ensure the public's safety during construction. Detour routes will be posted as shown below and message boards are in place for advanced warning. The estimated completion of the project is Q4 2024, weather permitting. Staff will continue to monitor construction to address access as the project progresses to ensure safety and accessibility. Staff contact: Dustin Draper, Capital Projects



- E. iLegislate and Agenda Item Document Annotation – iLegislate, a component of the City’s agenda system used by the City Council, Planning and Zoning Commission, and the Public Utilities Board, is a tablet-based application for iPad devices that provides ease of access to agendas and attached documents for meetings. The application allows users to highlight and underline text, draw, leave a note, bookmark, and delete annotations to and from an attachment.

Recently, staff was made aware of an incident where annotations to agenda item materials accessed through iLegislate were lost after the agenda was republished. There are currently no program changes available to eliminate the loss of annotations. As a result, staff recommends users download an attachment to their iPad desktop and annotate it using Adobe or other mark-up applications. While agendas are typically republished online if an attachment has been updated, every effort will be made to not republish an agenda once posted to ensure annotations are not lost. Staff will continue to seek a program change for this application. Staff contact: Rosa Rios, City Secretary’s Office

- F. Parks and Recreation Hiring Fair – Learn how you can be part of the Parks & Recreation team at the upcoming job fair on March 18 from 10 a.m. to 3 p.m. Apply and interview on-site for a variety of positions. Flexible work schedules are available and pay starts at \$15

an hour. For more information about Denton Parks and Recreation's open positions visit www.dentonjobs.com. Staff contact: Arianna Bencid, Parks and Recreation

- G. Update on Loop 288 Community Shelter - The Community Shelter at Loop 288 is providing emergency shelter to an average of 137 individuals per night in the month of March, and no one has been turned away due to capacity. Security recently reviewed the list of individuals banned from the facility, and 20 people were removed from the list and allowed to access services again. The list of names was provided to the Homeless Outreach Team. The transitional housing program has 32 beds and 28 are filled. Approximately 70% of the individuals in the transitional housing program are employed, and work readiness classes are offered weekly. Our Daily Bread (ODB) staff report that 8 people from the transitional housing program are estimated to obtain housing in the next 30-60 days. ODB is currently partnering with Denton County MHMR, Recovery Resource Center, Alcoholics Anonymous, Health and Human Services, and Goodwill to provide services at the building. ODB is currently hiring to increase staff capacity. There is an upcoming procurement for the Ready to Work Program. It is scheduled to go to the Public Utilities Board on 3/13/2023 and City Council on 3/21/2023. ODB staff are also working with City staff to increase program efficiency by evaluating data gathering, building security, and processes for providing services. Staff contact: Megan Ball, Community Services

Responses to Council Member Requests for Information

- A. Supplemental Council Meeting Documents – On Feb. 24, Mayor Hudspeth suggested creating a digital folder to store Council meeting-related documents. Staff regularly provide clarifying responses to Council questions on City Council agenda items prior to meetings. Beginning March 21, these questions and responses will be publicly available and linked to the agenda under “Section 2. Requests for clarification of agenda items listed on this agenda” as indicated in the **attached** document. Additionally, any handouts provided during the meeting will be uploaded and available after the conclusion of the meeting. Staff contact: Rosa Rios, City Secretary's Office
- B. Inquiry on a Street Closure and Notifications Regarding Non-CIP Projects – On March 2, Mayor Pro Tem Beck contacted staff regarding anticipated road closures or infrastructure maintenance around Aileen and Carlton Streets. The Mayor Pro Tem also inquired about notifications of projects not included on the CIP Map. The purpose of the CIP Map is to notify the community of projects starting within the next 365 days. The area of Aileen Street near Carlton Street is a part of the 2019 Bond program and is not currently shown on the CIP Map since project design has not started but is located on the Discuss Denton page. Once a project reaches 365 days from construction start, it is included on the CIP Map. For questions regarding construction that are not currently shown on the CIP Map residents are encouraged to use the Engage Denton as a resource to ask questions. Staff contact: Trevor Crain, Capital Projects
- C. Power Surges – On March 5, Council Member Byrd requested information after residents experienced power surges in District 1. Staff confirmed the failure of an underground transmission line and responding crews were able to complete repairs within the hour. Residents are encouraged to call (940) 349-7000 in the event of an outage. Staff contact: Tony Puente, DME

Upcoming Community Events and Public Meetings

- A. Women's History Month – The Parks and Recreation Department will host a Women's History Month Celebration on **March 11**, starting at 10 a.m. at the MLK Jr. Recreation Center (1300 Wilson St.). The celebration will commemorate the achievements of women in American history and feature a keynote speaker Marian R. Hicks. This event is co-sponsored by the Denton County Alumnae Chapter - Delta Sigma Theta Sorority, Inc., and will also feature various vendors, resources, and raffles. Staff contact: Yosselin Muller, Parks and Recreation
- B. Garden Workdays at Denia Wildflower Garden — Join Keep Denton Beautiful for monthly garden workdays at the Denia Wildflower Garden, located in front of Denia Recreation Center (1001 Parvin St.). Get ready to dig in the dirt and learn proper garden maintenance techniques with our garden experts. Tasks vary but frequently involve weeding, cutting back plants, and picking up plant debris and litter. The volunteer opportunity is free to attend but does require registration through the park's event calendar page. Upcoming workdays are scheduled for **March 11**, **April 15**, and **May 6**. Staff contact: Austin Eldred, Parks and Recreation
- C. All-Day Spring Break Camp – Coinciding with DISD's Spring Break, Parks and Recreation will offer an all-day Spring Break Camp from **March 13** through **March 17** at MLK Jr. Recreation Center, Denia Recreation Center, and Denton Civic Center. Each day of the camp is jam-packed with physical activity, creativity, and play involving several fun, enriching activities and field trips. Kids must be dropped off at 9 a.m. each day and need to pack drinks, snacks, and a lunch. The fee is \$33 per child, per day. The camp is broken up into two age groups: ages five to ten, and ages eleven to fifteen. Parents and guardians can register their children through the [link](#) on the event details page at [dentonparks.com](#). Staff contact: Megan Thomas, Parks and Recreation
- D. Shamrock Treasure Hunt in the Park – From **March 13 to March 17**, Parks staff will be hiding pots of gold in a different park each day. Clues on our social media will guide residents on where to look for these pots of gold. If a resident is lucky enough to find one, they can take it to the Denton Civic Center for a prize basket! Staff contact: Staff contact: Arianna Bencid, Parks and Recreation
- E. Teen Outdoor Adventure Camp – This spring break, let your teen explore like never before with Teen Outdoor Adventure Camp! Parks and Recreation offers unique camp experiences with our excursions. No experience is required, only a desire to have fun and be outdoors each day. Outdoor Adventure Camp runs from **March 13 to March 17**. Drop-off is at 9 a.m. each day and pick-up is at 4 p.m. Teens will need to bring a sack lunch and water bottle. Additionally, sunscreen, insect repellent, and weather-appropriate clothing should be worn, including closed-toed shoes. The camp is open to ages 11 to 17. The cost for the entire week is \$150. Staff contact: Megan Thomas, Parks and Recreation
- F. Bird Songs at Clear Creek Nature – Join us at Clear Creek Natural Heritage Center on **March 15** from 6 p.m. to 7 p.m. to learn more about birding with all your senses! When you first learn to bird, it is usually by sight, but using that sense alone, you can only see what's in front of you. When you learn to bird by ear, you can appreciate the presence of birds all around you. This talk will introduce you to the world of bird sounds and teach you how to recognize and remember bird songs and calls. Fun fact: the only North Texas bird

that does not have a song or call is the vulture, although they do hiss! The event is free to attend. Staff contact: Daniel Brockett, Parks and Recreation

- G. Macramé Workshop – (ages 18+) on Tuesday, **March 21** at 2 p.m. at the South Branch Library. Join local artisan Mary Cresson and learn two basic knots used in macramé work. You will leave with a new skill and two keychains. More information and registration is [available online](#). Staff contact: Jennifer Bekker, Library
- H. Through the Lens – (ages 5-11) on Thursday, **March 23** at 4 p.m. at the South Branch Library. Learn about photographer Dorothea Lange, who captured images of the Dust Bowl and the Great Depression and make Depression-era toys. More information and registration is [available online](#). Staff contact: Jennifer Bekker, Library
- I. Great American Cleanup – The 35th Annual Great American Cleanup (GAC), Denton's largest and longest-running litter cleanup, is Saturday, March 25. Cleanups begin at 9 a.m. and are followed by a Volunteer Appreciation Party at Quakertown Park / Denton Civic Center (321 E. McKinney Street) from 11 a.m. to 1 p.m. with a free lunch, educational activity booths, a children's bounce house, and more. During the Appreciation Party, prizes will be awarded to the largest group of volunteers, the most bags collected, and the oddest item found. [Register](#) for the GAC by March 15. Staff contact: Autumn Natalie, Parks and Recreation
- J. Northeast Denton Area Plan Public Engagement Events – Two public engagement events have been scheduled for the Northeast Denton Area Plan. The first event is a Community Visioning Open House to obtain input and feedback from the community. At the open house, attendees will learn about the planning process and timeline, participate in fun exercises to understand opportunities and challenges from the community's point of view and share their vision for the Northeast Denton area. Staff encourages community members and Council to attend one of the two Community Visioning Open House dates below:

- Date/Time: Thursday, **March 23** from 6 p.m. to 8 p.m.
Saturday, **March 25** from 4 p.m. to 6 p.m.
- Location: Hodge Elementary School Cafeteria – 3900 Grant Parkway

The second event is an invitation-only Strategic Foresight Workshop. Participants will review trends impacting the area, develop future scenarios, and identify a list of common themes. Feedback will be used to develop a future vision statement for the Northeast Denton area, which will then be vetted widely through multiple public feedback opportunities, including an online survey on the project website. This one-day workshop will include a diverse group of 40-60 stakeholders that are a representative sample across geography, organizations, and demographics (age, race, gender, etc.). The invitations will ensure participants represent a broad range of experiences to ensure a meaningful dialogue. City staff worked with the consultant team to identify stakeholders that include City Council members, Planning and Zoning Commissioners, Denton County representatives, Northeast Denton Area Plan Steering Committee and Ambassador members, DISD representatives, landowners, residents, business owners and university and high school faculty and students. An email invitation will be sent out later this month.

- Date/Time: Saturday, **April 15** from 9 a.m. to 3 p.m.
- Location: Development Service Center – 401 N. Elm Street

For more information about the Northeast Denton Area Plan, visit www.discussdenton.com/areaplans. Staff contact: Ron Menguita, Development Services

- K. Felted Soap Workshop – (ages 18+) on Wednesday, **March 29** at 6:30 p.m. at the South Branch Library. Have “good clean fun” by creating felted soap! We will cover a bar of soap with colorful wool which gently exfoliates, eliminates the need for a loofah or washcloth, and makes soap easier to hang on to. More information and registration is [available online](#). Staff contact: Jennifer Bekker, Library
- L. Easter Eggstravaganza – Denton Parks and Recreation will host its annual Easter Eggstravaganza and Egg Hunt on Saturday, **April 8** from 9 a.m. – noon. The family-friendly event will feature bounce houses, food trucks, arts and crafts, face painting, balloon twisting, a petting zoo, free photos with the Easter Bunny, and over 40,000 eggs! The egg hunts are staggered and categorized by age groups (ages 0-10) and are scheduled at various times throughout the event. This year’s event will feature a sensory hour and sensory-friendly egg hunt which includes reduced noise and lights and allows for a slower paced egg hunt for every bunny to enjoy! Hop on out and do not forget your favorite basket for the hunt! This free event is hosted at the Denton Civic Center and Quakertown Park, 321 E. McKinney St. For more info visit www.cityofdenton.com/easter. Staff contact: Autumn Natalie, Parks and Recreation
- M. Kids Rock: The Return – Kids Rock has returned, and young Denton residents are having a blast! Each month, kids enjoy a night out while parents enjoy the night off. The program runs from 7 p.m. to 11 p.m. Experienced staff plan each month around a unique theme, then create play stations that include games and activities, mini-sports tournaments, unique inflatable fun, ping-pong, video games on a large screen, and a DJ with dance contests! Two slices of pizza and a drink are included for attendees. Staff also sell additional concessions and glow products. Preregistration is required and can be [completed online](#). The cost is \$25 per child, with a \$5 late fee if registering the day of, after 5 p.m., with an upcoming program on **April 21**. Staff contact: Sara Farris, Parks and Recreation

Attachments

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Council Priorities

Progress through February 2023

24

Initiative

Overall Sum m ary



● On Track	8	%
● Some eDisruption	8	3.33
● Completed	8	.33



Key Focus Area 1

Pursue Organizational Excellence and Collaborative and Respectful Leadership

>> Objective 1.1

Become an Employer of Choice

- Offer Competitive Compensation and Benefits
- Hire, Recruit and Market Denton as an Employer
- Promote a Safe and Healthy Workforce
- Develop Municipal Workforce Talent
- Promote Diversity, Equity, and Inclusion
- Build an Organizational Culture around Core Values

Initiative 1.1.1

Oct 01, 2022 - Sep 30, 2023

On Track

Progress 0%

Evaluate City's Health Insurance Plan

Health insurance is one of the most significant benefits an employer can offer as a recruitment and retention tool. As such, Human Resources will review, evaluate, and develop a strategy and recommendations for any changes to the City's benefits offerings, including developing a multi-year pro forma of the City's self-insured Health Fund.

Updated on Feb 28, 2023 18:08:44

In order to obtain feedback regarding benefits, a survey was open to employees from February 13 to 24, 2023. Staff is currently evaluating results. In addition, staff is working with a benefits consultant to prepare for solicitation of voluntary dental, vision, life/AD&D/disability, and flexible spending and is developing strategies for the FY 2023-24 plan design.

Initiative 1.1.2

Oct 01, 2022 - Sep 30, 2023

On Track

Progress 55%

Conduct Compensation and Classification Study

A compensation study helps ensure that the organization's wages remain competitive with the salaries of other employers within the industry and geographical area. Human Resources will work with an outside consultant to conduct a compensation and classification study to ensure position classifications accurately reflect duties and responsibilities and ensure compensation ranges are internally equitable and competitive within our employment markets. This study will include all positions in the City, except for Police and Fire Civil Service positions and select Denton Municipal Electric positions.

Updated on Feb 28, 2023 15:37:58

The City has completed the first four phases of the Compensation and Classification Study: employee orientation sessions, job analysis tool (JAT) surveys, supervisor JAT review, and market salary survey and compensations analysis. The analysis and recommendations phase is the longest, but the final report and recommendations are still expected in May 2023.

Key Focus Area 1

Pursue Organizational Excellence and Collaborative and Respectful Leadership

>> Objective 1.2

Ensure Quality Operations and Services

- Implement Leading Edge Technology to Drive Performance
- Monitor and Review Existing Policies, Practices and Programs
- Improve Organizational Efficiency and Effectiveness

Initiative 1.2.7

Jan 25, 2022 - Nov 16, 2025

On Track

Progress 15%

Implement Customer Relationship Management (311) System

This initiative provides for an integrated service solution for residents to initiate service requests through self-help or via telephone with Customer Service for all major City services related to utilities, infrastructure, and Community Improvement Services.

After initial launch and post-implementation, the project will have a second phase replacing the Engage Denton app for a more robust mobile application and website portal.

Updated on Feb 28, 2023 21:38:47

One of the six planned system integrations is complete and operational design work is in progress. The discovery and design phase is currently expected to continue through mid to late summer.

Initiative 1.2.11

Oct 01, 2021 - Sep 30, 2023

On Track

Progress 75%

Improve Grant Management

The City has experienced tremendous growth in the number of grants awarded over the last few years. With this growth, improving the management of grants internally ensures standardized processes related to how grants are applied for, managed, and closed out. Finance will standardize processes related to grant funds with creation of grants management office and by coordinating all grants through this team. In addition, communications will be enhanced, and the department will work to be more proactive in seeking out grant opportunities. In addition, the grants management office will work to ensure departments are following the process and will work with a third-party to provide updates on grants at the federal level.

Updated on Feb 17, 2023 23:09:35

Draft of policy updates has been completed. The updates were shared with Internal Audit to ensure resolution and compliance with audit report. Revisions will be scheduled for Council approval.

Key Focus Area 2

Enhance Infrastructure and Mobility

>> Objective 2.1

Support Strategic Investment in City Infrastructure and Facilities

- Plan for Infrastructure Needs
- Implement Comprehensive Capital Plan

Initiative 2.1.6 Feb 01, 2021 - Sep 30, 2023 On Track Progress 85%

Improve Capital Project Planning and Communication

The City is heavily focused on infrastructure improvements which resulted in funding numerous roadway and utility infrastructure improvements. With numerous projects underway at the same time the City is committed to enhancing communication on existing and future projects. Capital Projects will create processes and procedures for a consistent project delivery. In addition, communication will be enhanced through the use of inward and outward facing tools that provide consistent and transparent communication across all departments and help in accurately planning and executing the 5-year capital improvement plan (CIP.)

Updated on Feb 28, 2023 15:47:53

In order to improve planning associated with capital projects, the City implemented Procore Project Management Software, coordinated planning of the 5-Year CIP between Capital Projects and Finance, and created a Project Manager Manual. In addition, to bolster communication efforts, the City created a biannual Construction Guide, launched an interactive CIP map, and is actively providing project information and updates through Discuss Denton.

Initiative 2.1.7 Nov 01, 2022 - Dec 02, 2025 On Track Progress 20%

Renovate City Hall West

In 2017, the City began exploring opportunities for the future of the now vacant Historic City Hall West, constructed in 1927.

Updated on Mar 07, 2023 23:30:07

In November 2022, City Council provided direction to renovate City Hall West to include municipal services office space, a community auditorium, and event space. The renovation will be considered for inclusion in the 2023 Bond Program.

Initiative 2.1.8 Jan 15, 2021 - Mar 30, 2023 Some Disruption Progress 75%

Construct Public Safety Facilities

This initiative provides for the design and construction (or renovation) of public safety facilities including a new headquarter, substation and a firing range.

Updated on Feb 14, 2023 14:59:15

Construction of the Firing Range and Police Substation are both substantially complete.

Initiative 2.1.9 Jan 01, 2023 - Sep 30, 2023 On Track Progress 50%

Explore Plan for a New City Hall

Exploration of options for a new City Hall facility will be contingent on the availability of funding. In FY 2022-23, the City is exploring General Obligation Bonds as a funding source for a new City Hall. A future City Hall building will be introduced for possible inclusion in a 2023 bond program and be evaluated by the City Council, then by a citizen bond committee, and finally in a November election by voters.

Updated on Mar 07, 2023 16:33:58

A report on the possible expansion of the City Hall building was submitted to City Council on March 3, 2023.

Key Focus Area 3

Foster Economic Opportunity and Affordability

>> Objective 3.1

Grow Denton's Economic Vitality

- Support a Vibrant Local Economy
- Support Events and Programs that Encourage Tourism

Initiative 3.1.3

Oct 01, 2022 - Sep 30, 2023

On Track

Progress 40%

Streamline Event Sponsorship Program

Prior to FY 2022-23, event organizers requested cash and in-kind sponsorships through multiple processes and timelines, which created challenges from a budgeting and reporting perspective. This initiative is focused on streamlining the sponsorship application, allocation, and reporting process.

Updated on Feb 17, 2023 23:11:08

For FY 2022-23, event organizers completed one application to request cash and/or in-kind services, contracts were executed during the first quarter of FY 2022-23. Staff is working on improved reporting after events take place, as a continued focus on process improvement.

Initiative 3.1.4

Oct 01, 2022 - Sep 30, 2023

On Track

Progress 25%

Strengthen Relationship with Discover Denton

As a destination market organization, Discover Denton seeks to market and promote Denton in order to generate demand for the destination, creating a positive economic impact for the community. Aligning the goals of Discover Denton with the City's Economic Development Strategic Plan will result in an increase return on investment for both parties.

Updated on Feb 28, 2023 21:12:33

In an effort to unify branding and marketing efforts to attract visitors, the City and Discover Denton are actively sharing marketing collateral and insights.

Key Focus Area 3

Foster Economic Opportunity and Affordability

>> Objective 3.2

Promote Housing Affordability and Family Stability

- Create and Preserve Affordable Rental and Homeownership
- Increase Economic Stability
- Address Issues of Homelessness in the Community

Initiative 3.2.1 Oct 01, 2022 - Sep 30, 2023 On Track Progress 75%

Implement Rental Repair Grant Program

Community Services will launch a grant program for landlords who lease to low-income households for a repair and rehabilitation program targeting 1-4-unit properties to make needed improvements and preserve affordable housing.

Updated on Feb 28, 2023 20:19:45

The City obtained approval from the Community Services Advisory Committee (CSAC) for the Community Development Block Grant (CDBG) budget and from City Council on the program budget. Guidelines have been developed and approved by City Council on February 21, 2023.

Initiative 3.2.2 Oct 01, 2022 - Sep 30, 2023 On Track Progress 0%

Develop Affordable Housing Incentive Package

Community Services will retain a real estate development technical advisor to develop and market incentive packages to developers, work with developers and public and private funding sources to secure gap funding for priority projects, and structure projects for maximum the City's benefit.

Updated on Feb 14, 2023 15:35:16

Affordable Housing Incentive Program and Policies is in the second step of the procurement timeline and is on the marketplace for consultant solicitation. Staff is expanding the department's consultant outreach to cast a broad net and receive high-quality applications.

Initiative 3.2.3 Oct 25, 2022 - Sep 30, 2023 On Track Progress 50%

Develop Public Facility Corporation Program

City Council provide direction to create a Public Facility Corporation program on September 14, 2022. The program will be developed and included Community Service's initiative to develop an affordable housing incentive program.

Updated on Feb 14, 2023 15:34:53

Draft versions of Public Facility Corporation Bylaws and an Application Packet have been compiled and submitted for review to the City's Legal Department. Staff is developing a comprehensive presentation for City Council in anticipation of the next steps in the process.

Initiative 3.2.4 Oct 01, 2022 - Sep 30, 2023 On Track Progress 5%

Implement Small Home Communities Program

Community Services will engage a consultant to create guidelines for small home infill development and larger affordable housing infill development using "tiny" and "small" home structures, including requirements from a land use and zoning perspective to allow for small homes such as housing quality standard documentation, infrastructure requirements, landscape and drainage requirements, management and oversight, and creating a preapproved list of approved vendors and manufacturers. In addition, the consultant will develop financing models, relationships with contractors, and guidelines for and accessory dwelling unit (ADU) program including requirements from a land use and zoning perspective to expand the program. This will include building relationships with manufacturers and local contractors for stock prototypes and relationships with local lenders for loan guarantees. A consultant can help structure the program to include revenue sharing or another income-producing element for the City.

Updated on Feb 14, 2023 15:35:24

Affordable Housing Incentive Program and Policies is in the second step of the procurement timeline and is on the marketplace for consultant solicitation. Staff is expanding the Department's consultant outreach to cast a broad net and receive high-quality applications.

Initiative 3.2.7

Nov 16, 2021 - Nov 09, 2022

Completed

Progress 100%

Provide Co-Located Services at Loop 288 Facility

In 2020, City Council approved the purchase of the property at 909 Loop 288, a 34,000 square foot building, for a co-located day center and overnight shelter to provide services to people experiencing or at-risk of homelessness. The City has identified a local nonprofit, Our Daily Bread, to provide services from the Loop 288 facility. Our Daily Bread will consolidate and combine their current two locations at Our Daily Bread food kitchen (300 W Oak Street) and Monsignor King Outreach Center shelter (300 S Woodrow Lane) to operate the center.

Updated on Feb 14, 2023 14:43:28

Renovation of the Community Shelter at Loop 288 was completed on schedule and the facility became operational on December 12, 2022.

Key Focus Area 4

Strengthen Community and Quality of Life

>> Objective 4.1

Preserve Community Character and Identity

- Develop Action Plan that Target Neighborhoods
- Promote a More Unified Cohesive Community Identity
- Implement Partnership-Based Program that Enhance Neighborhoods

Initiative 4.1.2

Nov 01, 2022 - Dec 31, 2024

On Track

Progress 5%

Develop Southeast Denton Area Plan

The goal of the Southeast Denton Area Plan is to establish a vision for the area, as well as set clear policy direction and supporting implementation strategies, in order to preserve the cultural character of the Southeast Denton neighborhoods where desired by the residents and stakeholders, at the same time addressing the development pressures being felt within and adjacent to the study area. The Area Plan study area is approximately 600 acres and contains approximately 1,100 parcels. An important part of the Area Plan is to build community trust and a partnership with the community. At a minimum the following topics will be addressed in the Area Plan: Land Use and Compatibility; Transportation; Housing; Infill and Redevelopment; Historic Preservation; Open Space; and Infrastructure and Utilities.

Updated on Feb 14, 2023 14:42:21

Staff issued a request for qualifications and is now working toward completion of the consultant selection process.

Initiative 4.1.3

Oct 01, 2022 - Oct 31, 2023

On Track

Progress 26%

Develop Northeast Denton Area Plan

The goal of the Northeast Denton Area Plan is to establish a vision for the area, as well as set clear policy direction and supporting implementation strategies for how Northeast Denton should develop over time. The study area is approximately 6,789.59 acres and contains approximately 679 parcels. Approximately 48.14% of the study area is located within the City's corporate limits, while the remaining 51.86% is located within the City's Extraterritorial Jurisdiction (ETJ). The Area Plan is to respond to the development pressure that is being experienced in the area. At a minimum the following topics will be addressed in the Area Plan: Land Use and Density; Mobility; Land Preservation/Open Space; Recreational Amenities; and Historic Preservation.

Updated on Feb 17, 2023 20:36:28

On December 6, 2022, the City Council authorized the City to enter into a contract to provide professional services for assistance in the creation of the Northeast Denton Area Plan. On January 12, 2023, the project team officially initiated the planning process by holding a kickoff meeting and conducting a study area tour. On January 24, 2023, the City Council approved a resolution authorizing the creation of a steering committee to guide the development of the Northeast Denton Area Plan. Within the same resolution, the City Council approved the members of the steering committee. On January 26 and 27, 2023, the project team held stakeholder interviews with various members of the community including members of the City Council and Planning and Zoning Commission. On February 20, 2023, the Northeast Denton Area Plan Steering Committee will hold its first of three scheduled meetings. The first meeting will include an introduction, roles and responsibilities, project overview, presentation of current trends, and review of branding package options.

Key Focus Area 4**Strengthen Community and Quality of Life**

>> Objective 4.2

Strengthen Community Amenities

- Develop Long-Term Action Plans to Enhance Community Amenities
- Enhance the Visual Appearance of the Community
- Provide Exceptional Recreational and Educational Opportunities

Initiative 4.2.1

Jun 01, 2022 - Jun 01, 2025

Some Disruption

Progress 20%

Relocate Concrete Plant

Vulcan Materials operates a batch plant in close proximity to Downtown and SE Denton. Relocation of the plant will result in a higher and best use for the site and remove an environmental hazard to both residents and businesses.

Updated on Feb 28, 2023 21:23:12

The City, working with a broker, compiled and mapped a list of available, suitable sites and provided the information to the property owner. To date, the property owner has not selected an alternative site.

Key Focus Area 5

Support Healthy and Safe Communities

>> Objective 5.1

Enhance Safety of the Traveling Public

- Implement Programs to Promote Safe Multimodal Mobility

Initiative 5.1.1

Jan 01, 2022 - Dec 06, 2022

Completed

Progress 100%

Conduct Citywide Speed Study

Capital Projects initiative a citywide speed study in December 2021, with the assistance of a consulting firm, to complete a study on certain city roadways. This supports an enhanced focus on traffic safety and will aid in making data-informed speed recommendations.

Updated on Jan 20, 2023 16:02:18

Staff presented the revised speed limit tables to City Council in December 2022, and a public hearing was held. City Council voted unanimously to approve the proposed changes to speed limits on City streets. Staff is still waiting on receiving concurrence from the Texas Department of Transportation (TxDOT) on proposed changes to TxDOT roadways.

Key Focus Area 5

Support Healthy and Safe Communities

>> Objective 5.2

Build Public Safety Capacity

- Address Public Safety Technology and Resource Needs
- Ensure Use of Best and Leading Public Safety Practices

Initiative 5.2.2

Oct 01, 2019 - Mar 01, 2023

On Track

Progress 95%

Pursue Fire Department Accreditation

The Commission on Fire Accreditation International accreditation model confirms a credible fire department that through self-assessment, development of a community risk assessment and a strategic plan, that the agency is verifying and validating procedures and processes.

Updated on Feb 14, 2023 15:41:14

A comprehensive self-assessment was completed for every Denton Fire Department program. This self-assessment was verified and validated by an independent peer review team from the Center for Public Safety Excellence. The peer team provided 20 recommendations for improvement and unanimous endorsement of accreditation. Staff is scheduled to attend an accreditation hearing in March 2023.

Initiative 5.2.3

Aug 04, 2022 - Aug 04, 2026

On Track

Progress 0%

Pursue Police Department Accreditation

The Department met or exceeded 170 Law Enforcement Best Practices required by the Texas Police Chiefs Association (TPCA) Law Enforcement Accreditation Program and was awarded TPCA Accreditation on August 4, 2022. The Best Practices included policy development, and training in the following 12 Critical Areas for Law Enforcement: Use of Force, Emergency Vehicle Operation and Pursuits, Search, Seizure, and Arrest, Care, Custody and Restraint of Prisoners, Domestic Violence and agency employee domestic misconduct, Off-Duty Conduct, Selection and Hiring, Sexual Harassment, Complaint and Internal Affairs Management, Narcotics, SWAT, and High-Risk Warrant Service, Dealing with the Mentally Ill and Developmentally Disabled, and Property and Evidence Management.

The Department is currently working on the TPCA Reaccreditation Process which is required every four years and entails annual completion and reporting of agency compliance with 170 Best Practices for Law Enforcement and annual reporting.

Updated on Feb 16, 2023 20:19:24

The number of TPCA Best Practices required for Reaccreditation were increased from 170 to 173 Best Practices. The three additional best practices are K-9 Teams, Artificial Intelligence, and Communications Quality Assurance.

As of Reaccreditation Reporting Period Year 1 (August 4, 2022 - August 4, 2023), 135 of 173 (or 78.03%) proofs of continued compliance with TPCA Best Practices have been collected and are being processed.

Police Department staff will attend the 2023 TPCA Conference and Accreditation Training from April 2 to 6, 2023 and will receive Accreditation updates. In addition, the department will be recognized as an Accredited Agency during the Annual TPCA Accreditation luncheon.

2022 data is currently being collected for analysis. This includes Use of Force (Response to Resistance), Vehicle Pursuits, and Accident and Injury) in order to complete the required Reaccreditation annual analysis and reporting. Equipment readiness inspections and capital assets inventory reports are also being collected.

Enhance Police Department Mental Health Division

The Police Department's Mental Health Division (MHD) was established in 2020 and houses the Homeless Outreach Team (HOT) and Crisis Intervention Response Team (CIRT). The mission of the MHD is to serve our most vulnerable citizens with compassion and steadfastness by connecting those in a serious mental health crisis or experiencing homelessness with help. The MHD strives to reduce arrests of people suffering from mental illness while increasing the likelihood they will receive mental health services. The department is focused on enhancing the program through a number of approaches including expanding staff, implementing software, creating a crisis call diversion program, expanding training and community outreach, establish community peer resources, seek additional means of financial support, and expand therapy programs.

Updated on Feb 22, 2023 00:15:34

Interviews for the CIRT Program Manager have been set up for two internal candidates on Wednesday, February 22, 2023.

Implementation of Julota software is complete. Bi-weekly meetings continue to be conducted to address any issues. The CIRT and HOT modules are being fine-tuned to increase effectiveness and meet the specific requirements of each team. Julota is being utilized daily as the MHD's primary reporting software.

To supplement MHD efforts and increase coverage of trained mental health officers authorized to complete emergency detentions, an 8-hour training was created to add additional Patrol CIRT officers. Eight patrol officers, who were selected through an interview process, attended the training and are now authorized to complete emergency detentions.

The MHD has explored opportunities to expand in-service training. Two 8-hour courses were provided in January and February 2023. Officers selected for Patrol CIRT attended along with a Homeless Outreach Officer and several UNT officers. The University of North Texas requested CIRT staff provide a 4-hour in-service training for their officers on February 21, 2023. MHD staff is currently exploring condensed training to be provided during shift briefings on mental health topics.

Staff attended a webinar on First Responder Therapy Dogs last year ([Lexipol First Responder Therapy Dog PowerPoint](#)). The Mental Health Division is exploring the use of a therapy dog to deploy with HOT and CIRT to assist community members. Law enforcement agencies with similar programs have been identified and will be contacted in the near future.

To increase community education, a CIRT Clinician created a "What to Expect from an Inpatient Stay" flyer for community members. CIRT and Patrol CIRT provide the flyer to those experiencing mental health issues and their family members to ease anxiety about hospital stays. Also, CIRT Clinicians are providing education to MHMR employees on how CIRT operates and what information is most helpful for CIRT to obtain from them. The information was provided to increase collaboration and provide a more effective response for individuals needing assistance.

The HOT Stability Caseworker attended a Moral Reconation Therapy (MRT) Basic Facilitator Training online in October 2022. MRT addresses a wide range of treatment issues, such as trauma, substance abuse, codependency, job readiness, and veterans. It is a cognitive behavioral tool to help participants improve their positive decision-making skills and behaviors. Supplies were ordered for participants in the group therapy program. Free classroom space conveniently located at the new shelter on Loop 288 has been identified as the optimal location for the group therapy. Forward momentum on the group therapy program is currently stalled due to increased requests for encampment and complaint response by HOT and a ballooning participant caseload.

Key Focus Area 6**Promote Sustainability and the Environment**

>> Objective 6.1

Preserve Existing Natural Resources

- Develop Approaches to Effectively Manage Natural Resources
- Expand and Protect the Tree Canopy

Initiative 6.1.2

Jun 01, 2022 - Jun 30, 2023

On Track

Progress: 30%

Create Wildlife Corridor Map

A key element of land conservation is the protection of native flora, fauna, and aquatic species. In order to promote the retention of essential ecosystem and habitat, a map will be created identifying wildlife corridors throughout the City.

Updated on Feb 20, 2023 20:12:58

Staff shared a [report](#) with Council on December 22, 2022, with an update on the greenspace map in support of identifying and mapping wildlife corridors.

Key Focus Area 6

Promote Sustainability and the Environment

>> Objective 6.2

Increase Environmental Sustainability

- Implement Practices to Increase Environmental Sustainability
- Strengthen Denton's Sustainable Energy Portfolio

Initiative 6.2.5

Jun 01, 2022 - Mar 31, 2023

On Track

Progress: 15%

Expand the Electrical Vehicle Fleet and Infrastructure

A review the City's fleet will be conducted to determine electrical vehicle (EV) readiness for future procurement. In addition, the City will work to ensure that the EV charging infrastructure is available to meet the needs of both the City's fleet and the public and identify opportunities for encouraging the use of EV.

Updated on Mar 01, 2023 14:45:15

The North Central Texas Council of Governments (NCTCOG) has provided the City a report on multifamily EV charging access. The City is reviewing the NCTCOG multifamily EV charging access. The City was not awarded the grant to fund the installation of the Level 3 and Level 2 EV charging station at the Civic Center as discussed in the January 20, 2023, staff report to City Council ([Friday Report Item G](#)).

D R A F T
Agenda Verbiage for City Council's Q&A Report
[SEE Item 2 below]

See sample below how the agenda appears now:

After determining that a quorum is present, the City Council of the City of Denton, Texas will convene in a Work Session on Tuesday, March 7, 2023, 1:30 p.m. in the Council Work Session Room at City Hall, 215 E. McKinney Street, Denton, Texas at which the following items will be considered:

WORK SESSION

1. Citizen Comments on Consent Agenda Items

This section of the agenda allows citizens to speak on any item listed on the Consent Agenda prior to its consideration. Each speaker will be given a total of three (3) minutes to address any item(s). Any person who wishes to address the City Council regarding these items may do so by utilizing the "By Phone" registration process as referenced under the REGISTRATION GUIDELINES FOR ADDRESSING THE CITY COUNCIL detailed at the beginning of this agenda. Registration is required prior to the time the City Council considers this item. Registrants may call in and remain on hold or receive a call back at the time the Work Session is called to Order and are encouraged to ensure they remain accessible to accept the call.

2. Requests for clarification of agenda items listed on this agenda.

3. Work Session Reports

- A. [ID 23-135](#) Receive a report, hold a discussion, and give staff direction regarding the FY 2021-22 Annual Comprehensive Financial Report and annual audit.
[Estimated Presentation/Discussion Time: 30 minutes]

PROPOSED VERBIAGE

This section includes questions members of the City Council direct to staff on any item listed on this agenda. Answers are compiled in a report and provided to the City Council and members of the public by clicking on Exhibit 1 of the item below. The link found within the document will provide access to the supporting documentation. The report will be available prior to the start of the meeting. Any handouts distributed at the meeting will also be uploaded to the below link by 12:00 p.m. on the business day following the meeting.

- A. ID 23-XXX Agenda Questions, Responses & Handouts
Attachments: Exhibit 1 – Agenda Information Sheet

INFORMAL STAFF REPORT TO MAYOR AND CITY COUNCIL

SUBJECT:

2023 Proposed Amendments to the Ethics Ordinance Background & Research

BACKGROUND:

Beginning June 2022, the Board of Ethics began discussing potential amendments to the City of Denton Code of Ordinance Chapter 2, Article XI – also known as the Ethics Ordinance. Over the course of seven meetings, the Board developed 11 proposals, nine of which will be presented to the City Council for consideration and direction on March 21, 2023 during Work Session. This informal staff report has been prepared to summarize research and background information used by the Board of Ethics to develop each of the 11 proposals.

DISCUSSION:**Proposal 1: Clarification of the Gifts Prohibition**

This proposal was originally developed in August 2022 after staff was asked by a City Official if they were required to disclose the acceptance of a gift that they believed was an exception to the Ethics Ordinance. The City had created a form to allow City Officials to disclose the acceptance of a gift; however, staff did not believe that the Ethics Ordinance had a clear requirement for the disclosure. No research was conducted for this proposal.

Proposal 2: Adjustment to the Subsequent Work on Prior Projects Prohibition

This proposal was originally developed in June 2022 as part of a comprehensive discussion that the Board of Ethics held over three meetings in 2022. During this meeting, the Board discussed research conducted by staff on other ethics ordinances' disclosure and recusal procedures. In general, this research found the following:

- Nine of ten benchmark municipalities as well as Wechsler's Model Code require certain City Officials to formally recuse themselves from official actions (e.g. official discussions, deliberations, and votes) typically due to the City Official having an Economic or Substantial interest in the official action.
- Nine of the ten benchmark municipalities required the City Official to disclose their reason for recusal typically by filing a written affidavit or other standard form the nature of the Economic or Substantial interest causing them to recuse. The model code as well as Mesquite and San Marcos require that this disclosure (i.e. including that nature of the interest) be publicly disclosed to the applicable body at the beginning of the official action (i.e. before discussion or deliberation has occurred).
- Six of the ten benchmark municipalities as well as Wechsler's Model Code included prohibitions for City Officials for their behavior outside of their official capacity. These prohibited behaviors were more varied and generally more broadly defined such as: business, professional activities, or actions. These prohibitions generally focused on behaviors that would conflict with discharging official duties.

On March 6, 2023, the Board of Ethics voted to reject this proposal (7-0), meaning the Board has no plans to discuss this proposal in the future at this time.

Proposal 3: Adjustment of the Conflict of Interest Financial Thresholds

This proposal was originally developed in August 2022 as part of a comprehensive discussion that the Board of Ethics held over three meetings in 2022. During this meeting, the Board discussed research conducted by staff on other ethics ordinances' financial considerations and prohibitions. In general, this research found the following:

- Five of ten benchmark municipalities as well as the model code do not have specific financial thresholds defined for their conflict of interest prohibitions. Instead, they typically prohibit official action if the official's economic interest would be affected in a way that is distinguishable from the effect on the general public.
- The remaining five benchmark municipalities generally address four financial prohibitions including ownership through shares or stocks, income, ownership through real value, and ownership of real property.

On March 6, 2023, the Board of Ethics voted to postpone this proposal (7-0), meaning the Board plans to continue discussing and reviewing this section of the Ethics Ordinance to develop a future proposal.

Proposal 4: Addition of a Recusal Requirement for Certain Aggregate Campaign Contributions

This proposal was originally developed in August 2022 as part of a comprehensive discussion that the Board of Ethics held over three meetings in 2022. During this meeting, the Board discussed research conducted by staff on other ethics ordinances' campaign contribution prohibitions. In general, this research found the following:

- One other municipality prohibit a City Official from taking official action when an official had received campaign contributions greater than \$300 from a person, business entity, or association. The model code prohibits official action if the official has received a campaign contribution of more than \$200 in aggregate during the past election cycle from a person or entity.

Proposal 5: Addition of a Recusal Requirement for Recent Offers of Employment

This proposal was originally developed in October 2022 as part of a comprehensive discussion that the Board of Ethics held over three meetings in 2022. During this meeting, the Board discussed research conducted by staff on other ethics ordinances' personal considerations and prohibitions. In general, this research found the following:

- Three other municipalities prohibit a City Official from taking official action related to a person, Business Entity, or Non-Profit Organization with whom they, or their spouse, have solicited, received and not yet rejected, or accepted an offer of employment from in the last twelve months. The model code does not include this specific prohibition.

Proposal 6: Addition of a Recusal Requirement for Recent Business Opportunity Negotiations

This proposal was originally developed in October 2022 as part of a comprehensive discussion that the Board of Ethics held over three meetings in 2022. During this meeting, the Board discussed research conducted by staff on other ethics ordinances' personal considerations and prohibitions. In general, this research found the following:

- Three other municipalities prohibit a City Official from taking official action related to a person, Business Entity, or Non-Profit Organization with whom they, or their spouse, have directly or indirectly engaged in negotiations pertaining to business opportunities, where such negotiations are pending or not terminated. The model code does not include this specific prohibition.

Proposal 7: Addition of a Recusal Requirement for Substantial Outside Client Relationships

This proposal was originally developed in August and October 2022 as part of a comprehensive discussion that the Board of Ethics held over three meetings in 2022. During this meeting, the Board discussed research conducted by staff on other ethics ordinances' personal considerations and prohibitions. In general, this research found the following:

- Two other municipalities prohibit a City Official from taking official action related to the Official's outside "client." The model code also includes this prohibition.
- The term "client" is defined differently in all three ethics codes.

In December 2022, some City Council members stated that they preferred San Antonio's definition of client relationship which is as follows: "The term client includes any business, financial or professional relationship to which a duty of care, confidence, trust or privilege applies."

Proposal 8: Addition of a Recusal Requirement for Substantial Debtor or Creditor Relationships

This proposal was originally developed in October 2022 as part of a comprehensive discussion that the Board of Ethics held over three meetings in 2022. During this meeting, the Board discussed research conducted by staff on other ethics ordinances' personal considerations and prohibitions. In general, this research found the following:

- Two other municipalities included a prohibition on taking official action related to a substantial debtor, creditor, or guarantor of the City Official or their spouse whereby substantial was defined to mean more than \$5,000. The model code had a similar prohibition, but only extended this to include debtors and creditors – not guarantors.

Proposal 9: Revision of the Affiliated or Partner Business Entity Disclosure Requirement to Recusal

This proposal was originally developed in October 2022 as part of a comprehensive discussion that the Board of Ethics held over three meetings in 2022. During this meeting, the Board discussed research conducted by staff on other ethics ordinances' personal considerations and prohibitions. In general, this research found the following:

- Two other municipalities prohibit a City Official from taking official action related to a Business Entity that the City official knows is an affiliated business or partner of a business entity in which that person, or their relative, holds an economic interest. The model code does not include this specific prohibition.
- Denton has a similar consideration but did not require recusal from official action – only disclosure.

Proposal 10: Creation of Specific Sanctions for Frivolous Complaints

This proposal was originally developed in August 2022 as part of discussions initiated by lessons learned from processing Ethics Complaint 22-001, which was the first Ethics Complaint found

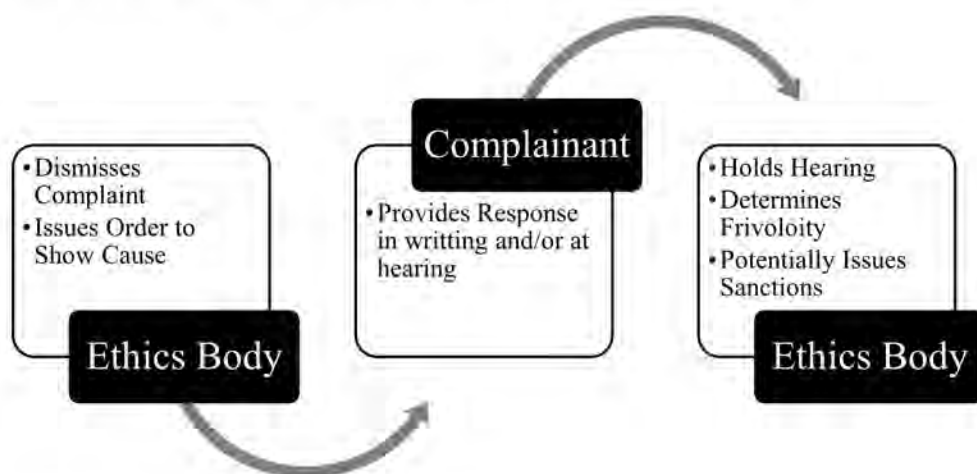
frivolous since the Ethics Ordinance was initially adopted. During this meeting, the Board discussed research conducted by staff on other ethics ordinances' sanctions for frivolous complaints. In general, this research found the following:

- Two other municipalities had a process for considering if a submitted ethics complaint was frivolous. The model code does not include a process for considering frivolous complaints.
- Sanctions for frivolous complaints by other municipalities included prohibiting a complainant from filing another complaint for certain periods of time or imposing a civil penalty.

Proposal 11: Creation of an Order to Show Cause Process

This proposal was originally developed in October and November 2022 as part of discussions initiated by lessons learned from processing Ethics Complaint 22-001, which was the first Ethics Complaint found frivolous since the Ethics Ordinance was initially adopted. During this meeting, the Board discussed research conducted by staff on other ethics ordinances' sanctions for frivolous complaints. A general illustration of an Order to Show Cause process is shown in Figure 1.

Figure 1: General Order to Show Cause Process



In general, this research found the following:

- Two other municipalities had a process for considering if a submitted ethics complaint was frivolous. Both of these municipalities process potentially frivolous Ethics Complaints through an “order to show cause” process whereby the ethics body holds an evidentiary hearing to determine whether the complaint is a frivolous complaint.
- One of the municipalities allowed the Respondent to an Ethics Complaint (i.e. the individual the complaint was submitted against) to terminate the order to show cause process.
- Both municipalities provide the Respondent with a copy of the order to show cause. Under one the Respondent may provide a written response and present evidence at the hearing while the other stops the Respondent from further involvement.

ATTACHMENTS:

1. Benchmark Municipality Research Summary

STAFF CONTACT:

Madison Rorschach, City Auditor

Internal Audit Department

(940) 349-7228

Madison.Rorschach@cityofdenton.com

REQUESTOR:

Staff Initiated

PARTICIPATING DEPARTMENTS:

Board of Ethics

STAFF TIME TO COMPLETE REPORT:

49 Hours

Attachment 1: Benchmark Municipality Research Summary

Specific Personal & Financial Ethics Code Prohibitions												
	Denton	Houston	San Antonio	Dallas	Austin	Fort Worth	McAllen	Mesquite	Odessa	Richardson	San Marcos	Model Code
Ownership in shares/stock of a Business Entity	5%		10%	10%	5%	10%				10%		
Income from a Business Entity	\$600		Not de Minimis	10%	\$5,000	10%				10%		
Ownership in value of a Business Entity	\$600		\$15,000	\$15,000	\$5,000	\$15,000				\$15,000		
Ownership of real property	\$600		Not de Minimis	\$2,500	\$5,000	\$2,500				\$2,500		
Creditor/Debtor/guarantor of other person/entity				\$5,000	\$5,000							Substantial
Board/Officer of Business Entity	Recuse		Recuse	Recuse	Recuse	Recuse					Recuse	
Board/Officer of Non Profit	Recuse		Recuse							Recuse	Recuse	Recuse
Offer of Employment		Recuse	Recuse	Recuse								
Business Opportunity Negotiations		Recuse	Recuse	Recuse								
Affiliated Business Entity/Partner	Disclose		Recuse	Recuse								
Outside Client			Recuse	Recuse								Recuse
Peronsal Banking/Financial Institution						Disclose						

INFORMAL STAFF REPORT TO MAYOR AND CITY COUNCIL

SUBJECT:

Effecting vegetation management onto telecommunication providers in the City of Denton.

BACKGROUND:

Ice Storm Mara crossed the State of Texas at the end of January 2023 and left a path of ice and bitter cold from North Texas to the southern Hill Country. The City of Denton experienced crippling ice on its roadways that made travel dangerous while Denton Municipal Electric's (DME) electric distribution system remained solid with minimal outages. However, electric utilities in the Hill Country suffered ice loading on transmission and distribution circuits, leading to widespread damage and multiple outages over a broad service area leaving some without power for days. News reports and board meetings from Hill Country area electric providers pointed to at least one common causal contributor – ice loaded trees. Ice loaded trees falling on the pole attachments of telecommunication providers brought down segments of the electric distribution network.

Since January 2021, Engage Denton has recorded 19 citizen concerns of “lines in trees.” After DME’s investigation, each of the concerns were identified as telecommunication cables in the trees – not DME lines. DME has established a Vegetation Management program that outlines the clearances DME strives to achieve and maintain on its electric transmission and distribution circuits. The preventive nature of this program has assisted the utility in minimizing outages due to vegetation getting into its transmission and distribution lines. DME recommends these required vegetation clearances should extend to telecommunication providers who have attachments on DME’s poles. This action will not fully eliminate all potential issues as seen in the Hill Country, but it is anticipated to reduce the risk of a large falling tree limb taking down a DME pole therefore cause an electric outage, along with reducing the number of requests for service that DME’s crews investigate.

DISCUSSION:

DME will distribute the letter attached to known contact emails and addresses for the telecommunication providers in Denton during the week of March 20, 2023. In an upcoming City Council meeting, Council will also receive a consent item to approve an ordinance requiring all telecommunication companies to comply with the vegetation management program established by DME. If telecommunication companies fail or refuse to comply with the ordinance, DME will use staff and/or contractor resources to trim vegetation from a telecommunication line and bill the telecommunication cable owner for these services with an appropriate service charge.

CONCLUSION:

DME believes it is important to take this action for the benefit of the health, safety, and welfare of the public. Requiring telecommunication companies to proactively initiate vegetation management practices should lead to reduced maintenance costs for DME and help support transmission and distribution line safety in case of ice storms.

ATTACHMENTS:

1. Attachment 1: Letter to Telecom Providers

STAFF CONTACT:

Jerry Fielder, P.E.

Engineering Division Manager, Denton Municipal Electric

Jerry.fielder@cityofdenton.com

(940) 349-7173

REQUESTOR: Staff Initiated

STAFF TIME TO COMPLETE REPORT: 1 hour

Name
Address
City, State Zip code

Dear Telecom Provider in the City of Denton,

As a result of recent winter storm events and historical challenges faced by DME regarding trees in communication lines, there is a need for a more proactive approach to mitigate this hazard. As such, DME is proposing to implement the same Vegetation Management Program standards used around energized lines to communication lines. The task of following these standards is your responsibility. Excerpts from the program have been included in Attachment A.

DME is requesting your cooperation in implementing these standards which we believe will help mitigate impacts to the delivery of energy to our customers while also ensuring the continuity of your service to your customers.

DME requests your response to this proposal with a date certain for implementation and identification of a primary contact with your company for this matter.

Sincerely,

Jerry Fielder, P.E.
Engineering Division Manager
Denton Municipal Electric

Native Trees for North Texas & Growth Rate¹

Scientific Name	Common Name	Growth Rate*	Type
<i>Pinus ponderosa</i>	Ponderosa Pine	Medium	Evergreen
<i>Pinus nigra</i>	Austrian Pine	Medium	Evergreen
<i>Carya illinoensis</i>	Pecan	Fast	Deciduous
<i>Quercus virginiana</i>	Live Oak	Medium	Evergreen
<i>Quercus marilandica</i>	Blackjack Oak	Slow	Deciduous
<i>Quercus stellata</i>	Post Oak	Slow	Deciduous
<i>Quercus alba</i>	White Oak	Slow	Deciduous
<i>Celtis laevis</i>	Hackberry	Fast	Deciduous
<i>Ulmus americana</i>	American Elm	Fast	Deciduous
<i>Ulmus crassifolia</i>	Cedar Elm	Fast	Deciduous
<i>Prosopis glandulosa</i>	Mesquite	Medium	Deciduous
<i>Populus deltoides</i>	Cottonwood	Fast	Deciduous
<i>Juniperus ashei</i>	Texas Cedar	Medium	Evergreen

*Rate of growth refers to the vertical increase in growth unless specified differently. Rate, as is true for size is influenced by numerous variables such as soil, drainage, water, fertility, light exposure, ad infinitum.

Slow – Tree can grow up to 12 inches per year.

Medium – Tree can grow from 13 to 24 inches per year.

Fast – Tree can grow 25 inches or more per year.

Deciduous trees' leaves lose their green coloring and turn orange, red, or brown before they shed at the end of the growing season, generally in autumn.

¹ Manual of Woody Landscape Plants by Michael Dirr

Evergreen trees carry their leaves throughout the year. Evergreens do shed their leaves, but only a few at a time and over a long period, so there is never a noticeable change. For most evergreen trees, the leaves do not change color.

Distribution Clearance Work Specifications Based on Growth Chart for Native Trees in North Texas

1. General Guidelines

Effective tree to conductor clearance is determined by OSHA Tree Trimming Standards 1910.269(a)(1)(E), 1910.269(a)(2)(ii), and 1910.269(r) American National Standards Institute A300 Pruning Standards

- a. Voltage, tree location, and importance of the individual line
- b. Ambient air temperature and height of the poles and line
- c. The species and growth habit
- d. The trimming cycles

2. Under and Side-clearance

Any tree affecting or potentially affecting a primary distribution line shall be trimmed to prevent any involvement with the line (SEE TABLE 1 “DME Minimum Clearance Requirements”).

Note: (1) Where the amount to be removed in order to obtain adequate clearance will have an adverse impact on the overall long term health of the tree, the tree will be considered for removal; (2) The neutral wire has the potential to carry primary voltage, which contractor shall take into consideration within clearing primary lines; and (3) Open-wire Secondary Conductor and neutral shall have a minimum 5' of clearance. All poles will have a minimum 5' of clearance around the bottom of the pole.

3. Overhang Clearance

When at all possible, overhangs shall be removed. When not removed, clearance shall be a minimum of 15 feet.

Note: Overhang clearance shall be increased where circuits have experienced historical exposure to snow and ice.

4. Other Clearances

Secondary conductors, service drops, streetlight circuit, DME fiber-optic and guy wires shall be cleared on a case-by-case basis as determine necessary by DME during field inspection, to free them from weight, strain, or displacement cause b contact with trees.

5. Vine Clearance

Unless otherwise instructed, vines ascending all poles and guy wires shall be cut off at ground level.

Tree trimming clearances are established and based on the following:

- IEEE Table 5 and Table 7 (516-2003)
- OSHA Tree Trimming Standards (1910.269)
- ANSI A 300 Pruning Standards which are industry trimming standards developed by the Tree Care Industry Association and accepted by industry leaders, including the International Society of Arboriculture, American Society of Consulting Arborist, Utility Arborist Association, US Forest Service, and other tree care organization. The standards

Attachment 1

include use of natural lateral or directional trimming methods that promote growth of the tree away from the electrical facilities. These trimming methods ideally allow a tree to retain as much of its natural form as possible while requiring less trimming in the future.

- Applicable City of Denton codes

Clearance from Vegetation*	Conductor Type	0 to 480V	2 to 25 kV
Side	Primary	5 feet	10 feet
Overhang	Primary	5 feet	15 feet

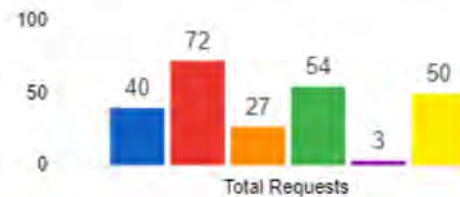
*All clearances are at the time of trimming

FY 22/23 Council Requests

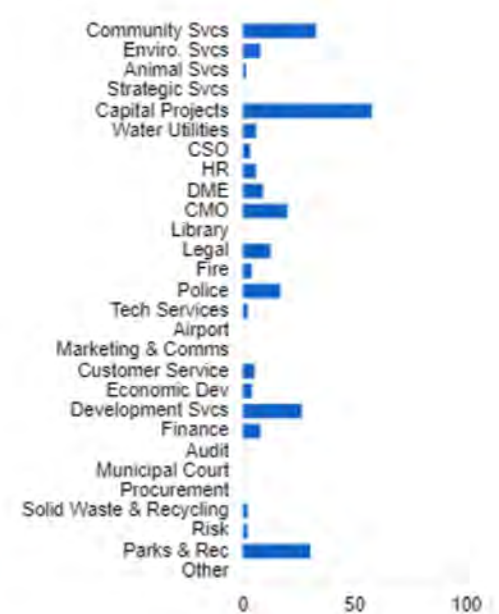
Number of Requests Per Quarter



Total Requests Made by Council Member



Requests by Department



Please Note: the total number of requests per council member or department may not match, as several council members and/ or departments may be associated with a single request.



Council Requests

7



Number of Pending Requests by Council Member



Friday Report - Council Requests



	Summary of Request	Council Member Requestor	Date Received	Staff Assigned	Department	Comments	Action	Status
1	Shared resident's email regarding Public Private Partnerships.	Council Member McGee	03/10/23	Wayne Emerson	Economic Development	Shared with Economic Development staff.	Complete	
2	Request to meet with staff regarding the reconstruction of Ryan Rd.	Council Member McGee	03/07/23	Becky Diviney, Cassey Ogden	CMO	Staff will coordinate a meeting with Council Member McGee.	Complete	
3	Inquiry regarding power outages.	Council Member Byrd	03/05/23	Antonio Puente	DME	Information included in the March 10 Friday Report.	Complete	
4	Request to make introductions between medical center staff and firefighters/paramedics.	Mayor Hudspeth	03/05/23	Kenneth Hedges	Fire	Referred to the Fire Department.	Complete	
5	Inquiry on an anticipated road closure at (Aileen & Carlton) and notifications related to non-CIP projects.	Mayor Pro Tem Beck	03/02/23	Becky Diviney, Trevor Crain	Capital Projects/Engineering	Information included in the March 10 Friday Report..	Complete	
6	Request for a digital folder to store Council meeting related materials.	Mayor Hudspeth	02/24/23	Rosa Rios	City Secretary's Office	Information included in the March 10 Friday Report.	Complete	
7	Inquiry on speed limit and speed study on Vintage Blvd	Mayor Hudspeth	02/22/23	Becky Diviney, Brett Bourgeois	Capital Projects/Engineering	City Engineer followed up directly with the resident to provide a status update.	Complete	



City of Denton

City Hall
215 E. McKinney St.
Denton, Texas 76201
www.cityofdenton.com

Meeting Agenda City Council

Tuesday, March 21, 2023

12:00 PM

Council Work Session Room

Special Called Meeting

WORK SESSION BEGINS AT 12:00 P.M. IN THE COUNCIL WORK SESSION ROOM

CONSIDERATION OF THE CONSENT AGENDA WILL BEGIN IMMEDIATELY FOLLOWING THE WORK SESSION

REGISTRATION GUIDELINES FOR ADDRESSING THE CITY COUNCIL

Individuals may speak during a Council meeting under one of the following categories:

Open Microphone:

At regular meetings only, individuals can speak on any topic that is not on the agenda for no longer than four (4) minutes per individual. This portion of the meeting occurs immediately after the start of the regular meeting session. Please note, Council members cannot engage in a discussion on topics presented during this portion and there are limited slots available for this portion of the meeting.

Comments on Agenda Items:

Public comments can be given for any item considered by the Council, EXCEPT work session reports or closed meetings. Individuals are only able to comment one time per agenda item and cannot use more than one method to comment on a single agenda item. Public comments are limited to three (3) minutes per citizen.

Public Hearing Items:

Individuals are limited to four (4) minutes per public hearing item.

Individuals may participate by using one of the following methods:

1. In Person for Regular or Consent Agenda Items:

To provide in-person comments regular or consent agenda items (excluding public hearing items), Individuals must be present at the meeting and submit a speaker card (available at the meeting location) to the City Secretary prior to the item being called.

2. In Person for Public Hearing Items:

For public hearing items, speaker cards are encouraged but not required.

3. eComment:

The agenda is posted online at <https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>. Once the agenda is posted, a link to make virtual comments using the eComment module will be made available next to the meeting listing on the Upcoming Events Calendar. Using eComment, Individuals may indicate support or opposition and submit a brief comment about a specific agenda item. eComments may be submitted up until the start of the meeting at which time the ability to make an eComment will be closed. eComments will be sent directly to members of the City Council immediately upon submission and recorded by the City Secretary into the Minutes of the Meeting.

4. By Phone:

Individuals may register to provide comments by phone. Instructions and a link to register to comment by phone will be available at www.cityofdenton.com/publicmeetings until noon of the meeting date. Residents will submit contact information using the link provided and receive further instructions via email on how to join the meeting by phone and provide comments.

After determining that a quorum is present, the City Council of the City of Denton, Texas will convene in a Work Session on Tuesday, March 21, 2023, at 12:00 p.m. in the Council Work Session Room at City Hall, 215 E. McKinney Street, Denton, Texas at which the following items will be considered:

WORK SESSION

1. Citizen Comments on Consent Agenda Items

This section of the agenda allows citizens to speak on any item listed on the Consent Agenda prior to its consideration. Each speaker will be given a total of three (3) minutes to address any item(s). Any person who wishes to address the City Council regarding these items may do so by utilizing the "By Phone" registration process as referenced under the REGISTRATION GUIDELINES FOR ADDRESSING THE CITY COUNCIL detailed at the beginning of this agenda. Registration is required prior to the time the City Council considers this item. Registrants may call in and remain on hold or receive a call back at the time the Work Session is called to Order and are encouraged to ensure they remain accessible to accept the call.

2. Requests for clarification of agenda items listed on this agenda.

This section includes questions members of the City Council direct to staff on any item listed on this agenda. Answers are compiled in a report and provided to the City Council and members of the public by clicking on Exhibit 1 of the item below. The link found within the document will provide access to the supporting documentation. The report will be available prior to start of the meeting. Any handouts distributed at the meeting will also be uploaded to the below link by 12:00 p.m. on the business day following the meeting.

- A. [ID 23-624](#) Meeting Questions, Responses & Handouts

3. Work Session Reports

- A. **ID 22-2443** Receive a report, hold a discussion, and give staff direction regarding Audit Project 031 - Recreation Facility Operations.
[Estimated Presentation/Discussion Time: 15 minutes]
- B. **ID 23-148** Receive a report, hold a discussion, and give staff direction regarding Audit Project 019 - Municipal Court Payments: Follow-Up Review.

[Estimated Presentation/Discussion Time: 15 minutes]

- C. ID 23-147** Receive a report, hold a discussion, and give staff direction regarding proposals from the Board of Ethics to amend the Ethics Ordinance and Board of Ethics' Rules of Procedure.

[Estimated Presentation/Discussion Time: 60 minutes]

NOTE: The City Council reserves the right to adjourn into a Closed Meeting or Executive Session as authorized by Texas Government Code, Section 551.001, et seq. (The Texas Open Meetings Act) on any item on its open meeting agenda or to reconvene in a continuation of the Closed Meeting on the Closed Meeting items noted above, in accordance with the Texas Open Meetings Act, including, without limitation Sections 551.071-551.086 of the Texas Open Meetings Act.

NOTE: Any item for which a formal action at the Special Called Meeting has been taken by Council may be subject to a request for a motion for reconsideration at any time during the meeting, at the Concluding Items Section, or after the meeting. In order to comply with the Texas Open Meetings Act, a request for a motion for reconsideration made during, at the end of, or after a Council meeting will be placed on the agenda and considered at the next official meeting of the City Council.

Following the completion of the Work Session, the City Council will convene in a Special Called Meeting in the Council Work Session Room to consider the following items:

4. CONSENT AGENDA

Each of these items is recommended by Staff or a board, commission, and committee. Approval thereof will be strictly on the basis of the those recommendations. Approval of the Consent Agenda authorizes the City Manager or his designee to implement each item in accordance with the Staff recommendations. The City Council has received background information and has had an opportunity to raise questions regarding these items prior to consideration.

For those items recommended by a specific board, commission, or committee, the agenda item will reference that recommendation. To view the video of the related board, commission, or committee meeting, as applicable, a link can be found within the applicable supporting documentation (Exhibit 1).

Listed below are bids, purchase orders, contracts, and other items to be approved under the Consent Agenda (Agenda Items A – R). This listing is provided on the Consent Agenda to allow Council Members to discuss or withdraw an item prior to approval of the Consent Agenda. If no items are pulled, the Consent Agenda Items will be approved with one motion. If items are pulled for separate discussion, they may be considered as the first items following approval of the Consent Agenda.

- A. ID 23-026** Consider approval of the minutes of the March 7, 2023 Meeting.
- B. ID 23-056** Consider nominations/appointments to the City's Boards, Commissions, and Committees: Airport Advisory Board, Animal Shelter Advisory Committee, Board of Ethics, Committee on Persons with Disabilities, Community Services Advisory Committee, Denton Police Department Chief of Police Advisory Board, Health & Building Standards Commission, Historic Landmark Commission, Internal Audit Advisory Committee, Library Board, Parks, Recreation & Beautification Board,

Planning & Zoning Commission, Public Art Committee, Public Utilities Board, Sustainability Framework Advisory Committee, Traffic Safety Commission, and Zoning Board of Adjustment.

- C. ID 23-506** Consider approval of a resolution of the City of Denton providing the February 25, 2023 meeting absence of a Community Services Advisory Committee Member be excused; and providing an effective date.
- D. ID 23-399** Consider adoption of an ordinance of the City of Denton approving and authorizing the City Manager to execute an interlocal cooperation agreement with the City of Lewisville, Texas, for the transfer to the Lewisville Police Department its share (\$20,551.00) of the proceeds of the U.S. Department of Justice - Office of Justice Programs - Edward Byrne Justice Assistance Grant (JAG Grant), in the form of a TruNarc hand-held narcotic analyzer, kits, and warranty; and declaring an effective date.
- E. ID 23-528** Consider approval of a resolution of the City of Denton ratifying the submission of an application to the Federal Emergency Management Agency (FEMA) 2022 Staffing for Adequate Fire and Emergency Response (SAFER) grant in the amount of \$2,178,000 to fund the salaries and benefits of six fulltime employees to staff an aerial truck; and providing an effective date.
- F. ID 23-554** Consider approval of a resolution of the City of Denton approving the Art and Cultural Relief Grant program; and providing an effective date.
- G. ID 23-529** Consider approval of a resolution of the City of Denton ratifying the submission of an application to the State of Texas, Office of the Governor, 2023 State Homeland Security Program (SHSP) grant program funded through the US Department of Homeland Security in the amount of \$100,000 for a chemical detector; and providing an effective date.
- H. ID 23-458** Consider adoption of an ordinance of the City of Denton granting the TW Restaurant Holder, LLC dba Hooters of Denton, a noise exception for the Hooters Crawfish Boil on Saturday, March 25, 2023, from 2 p.m. to 8 p.m., at 985 S Interstate 35; and providing an effective date.
- I. ID 23-578** Consider adoption of an ordinance of the City of Denton authorizing the City Manager, or designee, to execute a Letter Donation Agreement and accept the gift and dedication of a fee simple interest in approximately 3.7928 acres of land located along FM 1515 (Airport Road) in the Thomas Toby Survey, Abstract No. 1285, and being a portion of that certain Section 3, Tract Five City and County of Denton, Texas.
- J. [ID 23-516](#)** Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Fannin Tree Farm Sales, LLC., for the purchase and installation of trees within parks, medians, right of ways, public buildings, and other City locations for the Parks and Recreation Department; providing for the expenditure of funds therefor; and providing an effective date (IFB-BV 8136 - awarded to Fannin Tree Farm Sales, LLC., for one (1) year, with the option for four (4) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$1,701,000.00).

- K. ID 23-582** Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a Professional Services Agreement with Black & Veatch Corporation, for Advanced Metering Infrastructure Deployment Program Management - Proof of Concept for the Water Metering Department; providing for the expenditure of funds therefor; and providing an effective date (RFQ 7574-023 - Professional Services Agreement for planning services awarded to Black & Veatch Corporation, in the not-to-exceed amount of \$185,687.00). The Public Utilities Board recommends approval (-).
- L. ID 23-583** Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Our Daily Bread, Inc., for the provision and supervision of temporary labor for the Solid Waste and Recycling Department as set forth in the contract; providing for the expenditure of funds therefor; and providing an effective date (RFQ 7988 -awarded to Our Daily Bread, Inc., for one (1) year, with the option for four (4) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$1,040,803.00). The Public Utilities Board recommends approval (-).
- M. ID 23-584** Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, rejecting any and all competitive statements of qualifications under RFQ 8061 for the Asset Management Vision for the Water Utilities Department; and providing an effective date (RFQ 8061). The Public Utilities Board recommends approval (-).
- N. ID 23-585** Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Andritz Separation Inc., for the purchase of one (1) refurbished belt press as a replacement at the Pecan Creek Water Reclamation Plant for the Water Reclamation Department, which is the sole provider of this commodity, in accordance with Texas Local Government Code 252.022, which provides that procurement of commodities and services that are available from one source are exempt from competitive bidding, and if over \$50,000, shall be awarded by the governing body; providing for the expenditure of funds therefor; and providing an effective date (File 8180 - awarded to Andritz Separation Inc., in the not-to-exceed amount of \$278,500.00). The Public Utilities Board recommends approval (-).
- O. ID 23-586** Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the approval of a first amendment to a contract between the City of Denton and Patel & Patel General Partners dba Deluxe Inn, amending the contract approved by the City Council on December 7, 2021, in the not-to-exceed amount of \$1,000,000.00; said first amendment to continue to provide accommodations for persons experiencing homelessness during the declared disaster related to COVID-19 for the Community Development Department; providing for the expenditure of funds therefor; and providing an effective date (RFP 7829 - providing for an additional first amendment expenditure amount not-to-exceed \$250,000.00, with the total contract amount not-to-exceed \$1,250,000.00).
- P. ID 23-587** Consider adoption of an ordinance of the City of Denton, a Texas home-rule

municipal corporation, rejecting any and all competitive proposals under RFP 8117 for the Transitional Housing Project for the Community Development Department; and providing an effective date (RFP 8117).

- Q. ID 23-588** Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Fun Abounds, Inc., through the Buy Board Cooperative Purchasing Network Contract # 679-22, for the construction of the McKenna Park Improvements for the Parks and Recreation Department; providing for the expenditure of funds therefor; and providing an effective date (File 8183 - awarded to Fun Abounds, Inc., in the not-to-exceed amount of \$167,806.00).
- R. ID 23-589** Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Anixter Inc., for concrete street lights and concrete aggregate poles for the Denton Municipal Electric Department; providing for the expenditure of funds therefor; and providing an effective date (IFB 8191 - awarded to Anixter Inc., for three (3) years, with the option for two (2) additional one (1) year extensions, in the total five (5) years not-to-exceed amount of \$1,125,000.00). The Public Utilities Board recommends approval (-).

5. CONCLUDING ITEMS

A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the City Council or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting AND Under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

B. Possible Continuation of Closed Meeting topics, above posted.

C E R T I F I C A T E

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on March 17, 2023, in advance of the 72-hour posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

CITY SECRETARY

NOTE: THE CITY OF DENTON'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE ACCOMMODATION, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST 48 HOURS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY SECRETARY'S OFFICE AT 940-349-8309 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD) BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATION CAN BE ARRANGED.

Tentative Work Session Topics and Meeting Information Updated: March 10, 2023					
Meeting Date	Item	Legistar ID	Departments Involved	Type	Estimated Time
March 21 , 2023 Work Session (@12:00 p.m.) Special Called Meeting (Continuous) To Be Canceled: Regular Meeting *NO additional work sessions may be scheduled without CM approval; NO IC or PH Items may be scheduled for this meeting.	A. Audit Project 031 - Recreation Facility Operations	22-2443	Internal Audit	City Business	0:15
	B. Audit Project 019 - Municipal Court Payments Follow-Up	23-148	Internal Audit	City Business	0:15
	C. Packet of Proposed Amendments to the Ethics Ordinance	23-147	Internal Audit	City Business	1:00
	Closed Meeting Item(s):		Legal (if any)	City Business	0:30
	Other Major Items for Meeting:				Total Est. Time: 2:00
April 4, 2023 Special Called Joint Meeting with Denton ISD (@ 11:30 a.m.) At the Development Service Center	A. Update from United Way of Denton County	23-485	City Manager's Office	City Business	0:30
	B. Update on Proposed 2023 Denton ISD Bond Program	23-486	City Manager's Office	City Business	0:30
	C. Update on City of Denton Downtown Master Planning Process	23-487	City Manager's Office	City Business	0:30
	D. Partnerships between City of Denton and Denton ISD • Police Summer Basketball League • Fire Academy and Fire Camp • Summer Youth Jobs Program	23-488	City Manager's Office	City Business	0:30
	Closed Meeting Item(s):		Legal (if any)	City Business	0:30
Other Major Items for Meeting:				Total Est. Time:	2:30
April 4 , 2023 Work Session (@2:00 p.m.) Regular Meeting (@6:30 p.m.)	A. Comprehensive Diversion Ordinance	23-383	Solid Waste	City Business	0:45
	B. MUD	TBD	Deveopment Services	City Business	2:00
	C. Proposition B (Can Do's)	TBD	City Manager's Office	Council Request; Davis (12/06/2022)	0:45
	D. Two-Minute Pitch:	23-212	City Manager's Office	Council Request	0:30
	Closed Meeting Item(s): Human Resources Item		Legal (if any)	City Business	0:30
Other Major Items for Meeting: Public Hearing and Approval of Roadway Impact Fee Study; Public Hearing and Approval of Roadway Impact Fees				Total Est. Time:	4:30
April 18 , 2023 Work Session (@2:00 p.m.) Regular Meeting (@6:30 p.m.)	A. Audit Project 032 - Fleet Operations: Fuel Management	23-151	Internal Audit	City Business	0:30
	B. Aggressive Panhandling Ordinance	22-1281	Police; Community Services	Council Request; Hudspeth (6/07/2022)	0:45
	C. Wastewater Master Plan Update	23-375	Water Utilities	City Business	0:45
	D. Allocation of Excess Sales Tax	23-456	City Manager's Office	Council Request; Hudspeth (12/06/2022)	0:30
	E. Two-Minute Pitch:	23-213	City Manager's Office	Council Request	0:30
Other Major Items for Meeting:				Total Est. Time:	3:30
May 2 , 2023 Work Session (@2:00 p.m.) Regular Meeting (@6:30 p.m.)	A. Audit Project 022 - Building Permits Follow-Up	23-149	Internal Audit	City Business	0:15
	B. Audit Project 016 – COVID-19 Response: Pandemic Preparedness	22-150	Internal Audit	City Business	0:15
	C. Consolidated Plan and Action Plan Update	23-286	Community Services	City Business	0:30
	D. DCTA Quarterly Update and Introduction of New Staff	23-421	Engineering	City Business	0:30
	E. Two-Minute Pitch:	23-214	City Manager's Office	Council Request	0:30
Other Major Items for Meeting:				Total Est. Time:	2:30
May 16 , 2023 Work Session (@2:00 p.m.) Regular Meeting (@6:30 p.m.)	A. Classification and Compensation Study Overview	23-431	Human Resources	City Business	1:00
	B. Police Department Update	23-601	Police	City Business	0:30
	C. GreenSense Update	22-1847	DME	City Business	0:45
	D. Two-Minute Pitch:	23-215	City Manager's Office	Council Request	0:30
	Closed Meeting Item(s):		Legal (if any)	City Business	0:30
Other Major Items for Meeting: CANVASS May 6, 2023 General and Recall Elections/Order Runoff if needed				Total Est. Time:	3:15
June 6, 2023 Work Session (@2:00 p.m.) Regular Meeting (@6:30 p.m.)	A. Audit Project 034 - Fleet Operations: Fuel Card Administration	23-424	Internal Audit	City Business	0:30
	B. Golf Cart Ordinance	23-489	Engineering	City Business	0:30
	C. Two-Minute Pitch:	23-216	City Manager's Office	Council Request	0:30
	Closed Meeting Item(s):		Legal (if any)	City Business	0:30
	Other Major Items for Meeting:				Total Est. Time: 2:00
June 20, 2023	NO MEETING – Day after Juneteenth Holiday (June 19)				
June 24, 2023 City Council Retreat (@9:00 a.m.)	City Council Retreat	23-562	City Manager's Office	City Business	8:00
June 27, 2023 Work Session (@2:00 p.m.) Special Called Meeting (@6:30 p.m.) [Continuous Meeting]	A. Audit Project 033 - Pedestrian & Cyclist Safety	23-425	Internal Audit	City Business	0:30
	B. Capital Improvement Plan Work	23-268	Finance	City Business	1:00
	C. Bell/Eagle Intersection Traffic Analysis	23-440	Capitol Projects/Engineering	City Business	0:30
	D. Two-Minute Pitch:	23-217	City Manager's Office	Council Request	0:30
	Closed Meeting Item(s):		Legal (if any)	City Business	0:30
Other Major Items for Meeting:				Total Est. Time:	3:00
July 4, 2023	NO MEETING - Independence Day Holiday and Summer Break				
July 18, 2023 Work Session (@2:00 p.m.) Regular Meeting (@6:30 p.m.)	A. Utility Budgets & Rates Work Session:	23-270	Finance	City Business	1:00
	B. Two-Minute Pitch:	23-218	City Manager's Office	Council Request	0:30
	Closed Meeting Item(s):		Legal (if any)	City Business	0:30
	Other Major Items for Meeting:				Total Est. Time: 2:00
July 25, 2023 Work Session (@2:00 p.m.) Special Called Meeting (@6:30 p.m.) [Continuous Meeting]	A. Utility Budgets & Rates Work Session Follow-up	23-282	Finance	City Business	1:00
	B. Two-Minute Pitch:	23-219	City Manager's Office	Council Request	0:30
	Closed Meeting Item(s):		Legal (if any)	City Business	0:30
	Other Major Items for Meeting:				Total Est. Time: 2:00
August 1, 2023 Work Session (@2:00 p.m.) Regular Meeting (@6:30 p.m.)	A. Audit Project 004 - Police Property Room: Second Follow-up	23-595	Internal Audit	City Business	0:15
	B. Audit Project 005 - Utility Street Cuts: Second Follow-up	23-596	Internal Audit	City Business	0:15
	C. DCTA Quarterly Update	23-465	Engineering	City Business	0:30
	D. Two-Minute Pitch:	23-220	City Manager's Office	Council Request	0:30
	Closed Meeting Item(s): City Manager and City Attorney Annual Reviews		Legal (if any)	City Business	0:30
Other Major Items for Meeting:				Total Est. Time:	2:00
August 5, 2022 (Saturday) Budget Workshop (@9:00 a.m.) At the Development Service Center	A. Budget Workshop	23-272	Finance	City Business	8:00
Other Major Items for Meeting:				Total Est. Time:	8:00

Meeting Date	Item	Legistar ID	Departments Involved	Type	Estimated Time
August 15, 2023 Work Session (@2:00 p.m.) Regular Meeting (@6:30 p.m.)	A. Fiscal Year 2023-24 Annual Audit Plan	23-597	Internal Audit	City Business	0:30
	B. Budget Follow-up	23-273	Finance	City Business	1:00
	C. Two-Minute Pitch:	23-221	City Manager's Office	Council Request	0:30
	Closed Meeting Item(s): Internal Auditor and Municipal Judge Annual Reviews		Legal (if any)	City Business	0:30
				Total Est. Time:	2:30
Other Major Items for Meeting:					
September 5, 2023	NO MEETING - Day after Labor Day (Sept 4)				
September 12 Work Session (@2:00 p.m.) Special Called Meeting (@6:30 p.m.) If needed for Budget					
	Closed Meeting Item(s):		Legal (if any)	City Business	0:30
				Total Est. Time:	0:30
Other Major Items for Meeting:					
September 19 Work Session (@2:00 p.m.) Regular Meeting (@6:30 p.m.)	A. Audit Project 034 - Fire Prevention	23-593	Internal Audit	City Business	0:30
	B. Two-Minute Pitch:	23-222	City Manager's Office	Council Request	0:30
	Closed Meeting Item(s):		Legal (if any)	City Business	0:30
				Total Est. Time:	1:30
Other Major Items for Meeting:					
September 26 Work Session (@2:00 p.m.) Special Called Meeting (@6:30 p.m.)	A. Audit Project 035 - Staff Recruitment & Hiring	23-594	Internal Audit	City Business	0:30
	B. Two-Minute Pitch:	23-223	City Manager's Office	Council Request	0:30
	Closed Meeting Item(s):		Legal (if any)	City Business	0:30
				Total Est. Time:	1:30
Other Major Items for Meeting:					
October 3, 2023	NO MEETING - National Night Out				
October 17 Work Session (@2:00 p.m.) Regular Meeting (@6:30 p.m.)					
	A. Two-Minute Pitch:	23-224	City Manager's Office	Council Request	0:30
	Closed Meeting Item(s):		Legal (if any)	City Business	0:30
				Total Est. Time:	1:00
Other Major Items for Meeting:					
October 24 Work Session (@2:00 p.m.) Special Called Meeting (@6:30 p.m.)					
	A. Two-Minute Pitch:	23-225	City Manager's Office	Council Request	0:30
	Closed Meeting Item(s):		Legal (if any)	City Business	0:30
				Total Est. Time:	1:00
Other Major Items for Meeting:					
November 7 Work Session (@2:00 p.m.) Regular Meeting (@6:30 p.m.)	A. DCTA Quarterly Update	23-466	Engineering	City Business	0:30
	B. Two-Minute Pitch:	23-226	City Manager's Office	Council Request	0:30
	Closed Meeting Item(s):		Legal (if any)	City Business	0:30
				Total Est. Time:	1:30
Other Major Items for Meeting:					
November 14 Work Session (@2:00 p.m.) Special Called Meeting (@6:30 p.m.)					
	A. Two-Minute Pitch:	23-227	City Manager's Office	Council Request	0:30
	Closed Meeting Item(s):		Legal (if any)	City Business	0:30
				Total Est. Time:	1:00
Other Major Items for Meeting:					
November 21, 2023	NO MEETING - Thanksgiving Week				
	Item	Legistar ID	Departments	Type	Estimated Work Session Date
Work Session Items to be Determined	City Council Communication and Group Effectiveness	22-2182	City Manager's Office	Council Priority	0:30
	City Hall West Programming	TBD	City Manager's Office	City Business	TBD
	Airport Master Plan	TBD	Airport	City Business	TBD
	Wildlife Corridors	TBD	Environmental Services & Sustainability	City Business	TBD
	Emergency Medical Service (EMS) Fees	22-2263	Finance	City Business	0:45
	Item	Dates	Departments	Type	Estimated Work
Council Priorities and Significant Work Plan Items to be Scheduled					
	Item	Date Approved	Department	Estimated Hours to Complete	Requestor
Approved Council Pitches to be Scheduled	RFP for a Downton Parking Survey	10-18-2022	Economic Development	TBD	CM Davis
	Towing Enforcement Signage	2-7-2023		TBD	CM Davis



City of Denton Meeting Calendar

City Hall
215 E. McKinney St.
Denton, Texas 76201
www.cityofdenton.com

Criteria : Begin Date: 3/1/2023, End Date: 5/31/2023

Date	Time	Meeting Body	Meeting Location
<u>March 2023</u>			
3/1/2023	5:00 PM	Planning and Zoning Commission	Council Work Session Room & Council Chambers
3/2/2023	8:00 AM	Agenda Committee	City Hall Conference Room
3/2/2023	8:30 AM	Economic Development Partnership Board	CANCELLED
3/6/2023	5:30 PM	Board of Ethics	Council Work Session Room
3/6/2023	5:30 PM	Historic Landmark Commission	CANCELLED
3/6/2023	6:00 PM	Parks, Recreation and Beautification Board	Civic Center Community Room
3/7/2023	1:30 PM	City Council	Council Work Session Room & Council Chambers
3/8/2023	11:00 AM	Economic Development Partnership Board	CANCELLED
3/8/2023	11:00 AM	Tax Increment Reinvestment Zone No. 2 Board	Development Service Center
3/8/2023	1:00 PM	Civil Service Commission	City Hall East Human Resources Training Room
3/8/2023	3:00 PM	Airport Advisory Board	CANCELED
3/9/2023	3:00 PM	Health & Building Standards Commission	CANCELLED
3/10/2023	12:00 PM	Community Services Advisory Committee	Development Service Center
3/11/2023	9:00 AM	Community Services Advisory Committee	Development Service Center
3/13/2023	9:00 AM	Public Utilities Board	Council Work Session Room
3/13/2023	10:00 AM	Development Code Review Committee	Development Service Center
3/13/2023	5:30 PM	Board of Ethics	Council Work Session Room
3/13/2023	5:30 PM	Library Board	Meeting Room at the North Branch Library, 3020 N. Locust, Denton, Texas
3/14/2023	9:00 AM	Committee on the Environment	CANCELED

Meeting Calendar continued...

Date	Time	Meeting Body	Meeting Location
3/15/2023	5:00 PM	Planning and Zoning Commission	Council Work Session Room & Council Chambers
3/16/2023	3:00 PM	Committee on Persons with Disabilities	Development Service Center
3/21/2023	12:00 PM	City Council	Council Work Session Room
3/21/2023	6:30 PM	City Council	CANCELLED
3/22/2023		Community Partnership Committee	City Hall Conference Room
3/24/2023	1:00 PM	Sustainability Framework Advisory Committee	Council Work Session Room
3/27/2023	9:00 AM	Public Utilities Board	Council Work Session Room
3/27/2023	10:00 AM	Development Code Review Committee	Development Service Center
3/27/2023	5:30 PM	Zoning Board of Adjustment	Development Service Center
3/29/2023	10:00 AM	Mobility Committee	Council Work Session Room
3/29/2023	11:00 AM	Downtown Denton Tax Increment Financing Zone No. 1 Board	Development Service Center Training Rooms
3/29/2023	5:00 PM	Planning and Zoning Commission	Council Work Session Room & Council Chambers

April 2023

4/3/2023	6:00 PM	Parks, Recreation and Beautification Board	Civic Center Community Room
4/4/2023	11:30 AM	City Council	Development Service Center
4/4/2023	2:00 PM	City Council	Council Work Session Room & Council Chambers
4/6/2023	8:00 AM	Agenda Committee	Council Work Session Room
4/6/2023	8:30 AM	Economic Development Partnership Board	Development Service Center Training Rooms
4/6/2023	11:00 AM	Economic Development Partnership Board	Development Service Center Training Rooms
4/6/2023	4:00 PM	Public Art Committee	Civic Center Community Room
4/10/2023	9:00 AM	Public Utilities Board	Council Work Session Room
4/10/2023	10:00 AM	Development Code Review Committee	Development Service Center
4/10/2023	5:30 PM	Historic Landmark Commission	Development Service Center
4/10/2023	5:30 PM	Library Board	Meeting Room at the South Branch Library, 3228 Teasley Lane, Denton, Texas
4/11/2023	9:00 AM	Committee on the Environment	Council Work Session Room

Meeting Calendar continued...

Date	Time	Meeting Body	Meeting Location
4/12/2023	3:00 PM	Airport Advisory Board	Airport Terminal Meeting Room
4/12/2023	5:00 PM	Planning and Zoning Commission	Council Work Session Room & Council Chambers
4/17/2023	5:30 PM	Traffic Safety Commission	Development Service Center
4/18/2023	2:00 PM	City Council	Council Work Session Room & Council Chambers
4/24/2023	9:00 AM	Public Utilities Board	Council Work Session Room
4/24/2023	10:00 AM	Development Code Review Committee	Development Service Center
4/24/2023	5:30 PM	Zoning Board of Adjustment	Development Service Center
4/26/2023	10:00 AM	Mobility Committee	Council Work Session Room
4/26/2023	5:00 PM	Planning and Zoning Commission	Council Work Session Room & Council Chambers
4/28/2023	1:00 PM	Sustainability Framework Advisory Committee	Council Work Session Room

May 2023

5/1/2023	6:00 PM	Parks, Recreation and Beautification Board	Civic Center Community Room
5/2/2023	2:00 PM	City Council	Council Work Session Room & Council Chambers
5/4/2023	8:00 AM	Agenda Committee	Council Work Session Room
5/4/2023	8:30 AM	Economic Development Partnership Board	Development Service Center Training Rooms
5/8/2023	9:00 AM	Public Utilities Board	Council Work Session Room
5/8/2023	10:00 AM	Development Code Review Committee	Development Service Center
5/8/2023	5:30 PM	Historic Landmark Commission	Development Service Center
5/8/2023	5:30 PM	Library Board	Meeting Room at the Emily Fowler Central Library, 502 Oakland St., Denton, Texas
5/9/2023	9:00 AM	Committee on the Environment	Council Work Session Room
5/10/2023	11:00 AM	Economic Development Partnership Board	Development Service Center Training Rooms
5/10/2023	3:00 PM	Airport Advisory Board	Airport Terminal Meeting Room
5/10/2023	5:00 PM	Planning and Zoning Commission	Council Work Session Room & Council Chambers

Meeting Calendar continued...

Date	Time	Meeting Body	Meeting Location
5/16/2023	2:00 PM	City Council	Council Work Session Room & Council Chambers
5/17/2023	12:00 PM	Downtown Denton Tax Increment Financing Zone No. 1 Board	Development Service Center Training Rooms
5/22/2023	9:00 AM	Public Utilities Board	Council Work Session Room
5/22/2023	10:00 AM	Development Code Review Committee	Development Service Center
5/22/2023	5:30 PM	Zoning Board of Adjustment	Development Service Center
5/24/2023		Mobility Committee	Council Work Session Room
5/24/2023	5:00 PM	Planning and Zoning Commission	Council Work Session Room & Council Chambers
5/26/2023	1:00 PM	Sustainability Framework Advisory Committee	Council Work Session Room

1 Street Closure Report: Upcoming Closures

SCR Mar 13th - 19th

Street/ Intersection	From	To	Closure Start Date	Closure End Date	Description	Department	Department Contact
Cordero Ct	Mira Vista Dr	End of cul-de-sac	03/20/23	04/07/23	Mill & overlay curb and sidewalk	Streets	Jeff Jones
Riesling Dr	Rhone Dr	Merlot Dr	03/20/23	04/28/23	Concrete Panel and Sidewalk Repair	Streets	Roy San Miguel

2 Street Closure Report: Current Closures

	Street/ Intersection	From	To	Closure Start Date	Closure End Date	Description	Department	Department Contact
1	Allen St	Mill St	Wye St	12/12/22	03/17/23	Utility replacement and roadway reconstruction	Engineering	Seth Garcia
2	Angelina Bend	1416 Angelina Bend	Sandy Creek	03/13/23	04/28/23	Street Reconstruction	Engineering	Dustin Draper
3	Angelina Bend Dr	San Gabriel Dr	Angelina Bend Dr (1416)	01/17/23	04/28/23	Street Reconstruction	Engineering	Dustin Draper
4	Atlas Dr	Hercules Ln	Redstone Rd	10/17/22	03/24/23	Reconstruct	Streets	Jeremy Wilks
5	Augusta Dr	Colonial Dr	Augusta Dr (2900)	07/11/22	04/03/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
6	Avenue S	Prairie St E	Dead End South	03/06/23	05/20/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
7	Bailey St	Willson St	Dead End South	01/30/23	06/02/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
8	Bonnie Brae St	Scripture Roundabout	Oak St	02/09/23	03/31/23	Contractor is performing subgrade and pavement repairs.. this will be a rolling closure while sections are repaired. traffic is reduced from 4 lanes to 2 in this area.	Engineering	Robin Davis
9	Bonnie Brae St	Riney Rd	Windsor Dr	03/10/23	07/31/23	Urbana at Bonnie Brae: Public Paving	Public Works Inspections	Jeremiah Tillman-David
10	Boxwood Dr	Plumbago Dr	Daisy Dr	01/03/23	03/24/23	Street Panel and Sidewalk Repair	Streets	Roy San Miguel
11	Bradshaw St	Hickory St	McKinney St	03/21/22	05/31/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
12	Bradshaw St	Wilson St	Prairie St East	01/30/23	06/02/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
13	Bradshaw St	Prairie St E	Sycamore St	03/13/23	07/17/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
14	Brook Hollow Dr	Greenway Dr	Carriage Hill	10/07/22	04/03/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
15	Carroll Dr	Oak St	McKinney St	12/09/22	04/13/23	Wastewater Collections will be installing a new sewer main line.	Wastewater	Tiffany Sherrane
16	Carroll Dr	Oak St	McKinney St	12/09/22	04/13/23	Wastewater Collections will be installing a new sewer main line.	Wastewater	Tiffany Sherrane
17	Castle Pines Ln	Burr Oak Dr	@ Intersection	02/27/23	03/17/23	Concrete Street Panel repair	Streets	Roy San Miguel
18	Clover Ln	Robinwood Ln	Glenwood Ln	12/09/22	04/05/23	Water Distribution will be installing a new main line and services.	Water	Tiffany Sherrane
19	Colonial Dr	Thunderbird Dr	Dead End South	07/11/22	04/03/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
20	Crawford St	Hickory St	McKinney St	03/21/22	05/31/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
21	Crescent St	Alice	Carroll Blvd	01/18/23	03/31/23	Street Reconstruction	Engineering	Dustin Draper
22	Elm St	Pecan St	Oak St	01/23/23	03/17/23	Contractor continues work on the pedestrian ramps and diagonal crossings improvements. - All Way Crossing	Engineering	Robin Davis
23	Eufemia Dr	Hermilinda Dr	Beatriz Dr	03/13/23	04/14/23	Sidewalk Repair	Streets	Roy San Miguel
24	Fannin St	Welch St	Beatty St	02/03/23	03/31/23	Street Reconstruction	Engineering	Dustin Draper
25	Greenway Dr	Thunderbird Dr	Dead End South	07/11/22	04/03/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
26	Greenway Dr	Thunderbird Dr	Windsor Farms Dr	10/07/22	04/03/23	Utility installations and pavement replacement.	Engineering	Scott Fetting

	Street/ Intersection	From	To	Closure Start Date	Closure End Date	Description	Department	Department Contact
27	Hettie St	Paisley St	McKinney St	03/21/22	05/31/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
28	Hickory Creek Rd	Riverpass	FM 1830	03/13/23	12/31/24	Bridge Installation	Engineering	Dustin Draper
29	Hickory St	Exposition St	Ruddell St	05/02/22	05/31/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
30	Highland St	Locust St	Wainwright St	01/30/23	06/02/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
31	Industrial St	Dead End	Wye St	01/17/23	03/31/23	Utility replacement	Engineering	Seth Garcia
32	Jim Christal Rd	Western Blvd	Masch Branch Rd	04/18/22	03/17/23	Exeter PH2: Paving Jim Christal	Private Development Public Works Inspections	Kirk Winter
33	Johnson St	Dallas Dr	Daughtry St	01/19/23	03/17/23	Atmos working on gas main on Collins and Johnson	Atmos Public Works Inspections	Stephany Trammell
34	Johnson St	Dallas Dr	Wye St	01/17/23	03/31/23	Utility replacement	Engineering	Seth Garcia
35	Lakewood Dr	Greenway Dr	Carriage Hill	10/07/22	04/03/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
36	Masch Branch Rd	Lovers Ln	Hampton Rd	06/24/22	03/21/23	Bridge collapse at 3288 N. Masch Branch Rd	Drainage	Gabriel Rodriguez
37	May St	Henderson Dr	Autumn Oak Dr	02/27/23	04/28/23	Street Reconstruction	Engineering	Dustin Draper
38	McKinney St	Crawford Rd	Audra Ln	05/19/22	05/31/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
39	Mill St	Allen St	Johnson St	01/17/23	03/31/23	Utility Replacement	Engineering	Seth Garcia
40	Mill St	Allen St	Robertson St	02/27/23	05/31/23	Utility installation and roadway reconstruction	Engineering	Seth Garcia
41	Mistywood Ln	Robinwood Ln	Sherwood Ln	12/09/22	04/05/23	Water Distribution will be installing a new main line and services.	Water	Tiffany Sherrane
42	North Texas Blvd	I-35 E Service Road	Highland Park	02/17/23	03/31/23	Widening & Reconstruction, Traffic Signal Upgrade. traffic from I35 will need to use Bonnie Brae Street. project is limited to one-way traffic from Highland Park to I35E.	Engineering	Robin Davis
43	Oak St	Elm St	Cedar St	02/13/23	03/17/23	Contractor is working on the diagonal crossing on the NE corner of Oak & Elm. - All Way Crossing Project	Engineering	Robin Davis
44	Oak St	Crawford St	Wood St	04/04/22	05/31/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
45	Palamino Ct	Mustang Dr	Dead End West	03/06/23	03/31/23	Sidewalk Repair	Streets	Roy San Miguel
46	Park Access Rd	Windsor Dr	Riney Rd	12/15/22	07/31/23	Urbana Bonnie Brae Project: Water, Sewer, Storm, Paving.	Private Development Public Works Inspections	Jeremiah Tillman-David
47	Robinwood Ln	Kayewood Dr	Emerson Ln	12/09/22	04/05/23	Water Distribution will be installing a new main line and services.	Water	Tiffany Sherrane
48	Savannah Trl	Whitney Ct	Longridge Dr	02/02/23	04/28/23	Street Reconstruction	Engineering	Dustin Draper
49	Smith St	Johnson St	Bell Ave	01/30/23	06/02/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
50	Smith St	Dallas Dr (Hwy 77)	Hill St	03/06/23	06/07/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
51	State School Rd	I-35E	Bowie St	03/06/23	04/06/23	Utilities relocation along East side of State School Rd	Engineering	Aaron Skinner
52	Sycamore St	Exposition St	Crawford St S	03/13/23	07/17/23	Utility installations and pavement replacement.	Engineering	Scott Fetting
53	Wainwright St	Highland St E	Prairie St E	03/13/23	04/07/23	Utility installations and pavement replacement.	Engineering	Scott Fetting

	Street/ Intersection	From	To	Closure Start Date	Closure End Date	Description	Department	Department Contact
54	Wayne St	Boyd St	Mozingo Rd	11/14/22	03/24/23	Street Reconstruction	Engineering	Dustin Draper
55	Westward Dr	Crestmeadow St	Lookout Ln	01/23/23	03/17/23	water line tie in. open cut roadway.	Private Development Public Works Inspections	Lee Thurmond
56	Whitney Ct	Savannah Trl	Dead End East	02/02/23	04/28/23	Street Reconstruction	Engineering	Dustin Draper
57	Wood St	McKinney St	Hickory St	04/11/22	05/31/23	Utility installations and pavement replacement.	Engineering	Scott Fettig
58	Woodland St	Brown Dr	Cherrywood Ln	01/17/23	03/31/23	Street Reconstruction	Engineering	Dustin Draper
59	Woodrow Ln	McKinney St E	Troy H Lagrone Dr	02/20/23	03/17/23	Water tie in	Public Works Inspections	Ryan Cuba

3 Street Closure Report: Completed Closures

	Street/ Intersection	From	To	Closure Start Date	Closure End Date	Description	Department	Department Contact
1	Ave A	Ave A	Greenlee St	11/08/22	03/10/23	Street Reconstruction	Engineering	Dustin Draper
2	Barthold Rd	railroad crossing	@ Masch Branch Rd	02/25/23	02/25/23	Railroad maintenance for KCS		Darryl Ware
3	Bell Ave	@ Senior Center		02/06/23	02/17/23	Mill and Overlay. The parking spaces off of Bell in front of Senior Center	Streets	Jeff Jones
4	Bell Ave	Mingo Rd	300' North	02/20/23	02/22/23	Mill and Overlay of Senior Center parking along bell		Jeff Jones
5	Crescent St	Fulton St	Cordell St	01/16/23	03/10/23	installing new storm line along crescent	Private Development	Lee Thurmond
6	Dixon Ln	Comer St	Cope St	01/23/23	03/02/23	Sidewalk Repair	Streets	Roy San Miguel
7	Eagle Dr	Bernard St	Beatty St	02/20/23	03/02/23	Concrete Retaining Wall Repair	Streets	Roy San Miguel
8	Elm Bottom Cir	Sherman Dr	city limits	02/23/23	02/28/23	Overlay	Streets	Jeff Jones
9	Fulton St	Cordell St	Crescent St	12/27/22	02/17/23	Street Reconstruction	Engineering	Dustin Draper
10	Gober St	Broadway St	Parhandle St	01/02/23	02/24/23	Mill and Overlay	Streets	Jeff Jones
11	Hickory St W (221)	Piner St	Ceder St	01/16/23	02/17/23	Sidewalk Repair	Streets	Roy San Miguel
12	Kingfisher Ln (325)	Meadowlark Ln	Oriole Ln	02/20/23	03/02/23	Valley Gutter Repair	Streets	Roy San Miguel
13	McCormick St	Eagle Dr	Fannin St	12/27/22	03/10/23	Street Reconstruction	Engineering	Dustin Draper
14	Oak St W	railroad crossing	by Precision Dr	02/25/23	02/25/23	Railroad maintenance for KCS		Darryl Ware
15	Peach St	Locust St	Bell Ave	02/14/23	03/01/23	Mill & Overlay	Streets	Jeff Jones
16	Serenity Way	Montecito Dr	Glen Falls Ln	01/03/23	02/17/23	Street Panel and Sidewalk repair	Streets	Roy San Miguel
17	Uland St	Rose St	Railroad Ave	04/25/22	03/01/23	Utility installations and pavement replacement.	Engineering	Scott Fettig
18	Wye St	Crosstimbers St	Mill St	12/05/22	02/24/23	Water/wastewater replacement and full street reconstruction	Engineering	Seth Garcia