



MEMORANDUM

DATE: July 18, 2025
TO: The Honorable Mayor Hudspeth and Council Members
FROM: Sara Hensley, City Manager
SUBJECT: Friday Staff Report

Upcoming Meetings

1. Work Session of the City Council on **Tuesday, July 22, 2025**, at **2:00 p.m.** in the City Council Work Session Room followed by a Regular Meeting at **6:30 p.m.** in the Council Chambers.
2. **CANCELLED** - Tax Increment Reinvestment Zone No. 1 Board on **Wednesday, July 23, 2025**, at **12:00 p.m.** at the Development Service Center.
3. **CANCELLED** - Civil Service Commission on **Wednesday, July 23, 2025**, at **1:00 p.m.** in the City Council Work Session Room.
4. Capital Improvement Advisory Committee on **Wednesday, July 23, 2025**, at **4:00 p.m.** in the City Council Work Session Room.
5. Planning and Zoning Commission on **Wednesday, July 23, 2025**, at **5:00 p.m.** in the City Council Work Session Room & Council Chambers.
6. Community Partnership Committee on **Friday, July 25, 2025**, at **9:00 a.m.** in the City Council Work Session Room.
7. Sustainability Framework Advisory Committee on **Friday, July 25, 2025**, at **1:00 p.m.** in the City Council Work Session Room.

Please check the City of Denton website for final meeting days and times as information is subject to change after the Friday Report is published. [Public Meetings & Agendas | Denton, TX \(civicplus.com\)](https://www.denton-tx.gov/civicplus)

OUR CORE VALUES

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

General Information & Status Updates

- A. Traffic Box Installations – The City of Denton will begin installing Phase 2 art wraps around Downtown Denton over the next thirty days (see image in Attachment A below for locations). Funding for these wraps comes from Hotel Occupancy Tax allocations. The art for these wraps was provided by Denton residents during a public call for art. Submissions received during this art call were judged and approved by the Public Art Committee. The map in Attachment A includes the expected installation locations. Staff Contact: Omar Siddiqi, Parks and Recreation.
- B. Road safety audit with NCTCOG – On July 16, a group of City Staff, North Central Texas Council of Governments (NCTCOG) Staff, and consultants with Kimley Horn completed the first of four road safety audits within the City of Denton. This road safety audit was for Eagle Drive, between N Texas Boulevard and Bell Avenue. The team observed and assessed this corridor, walking the entire length and documenting any potential safety concerns. The goal of this project with NCTCOG is to use the findings of the road safety audits and take the next steps to fund, design, and implement the recommendations. Future road safety audits will assess Carroll Boulevard, Hickory Street, and Welch Street. Staff contact: Sahar Esfandyari, Transportation Services
- C. Mayor's Pet Spotlight – Coco is a lively and energetic Siberian Husky, just about a year old. He has been in the shelter since March 8, 2025, and we're eager to find him a loving home. Coco is highly social and thrives on human interaction, making him a great companion for those who enjoy an active lifestyle. He loves toys and is food motivated, which makes training a fun and rewarding experience. Coco gets along well with big dogs, so he would fit nicely into a home with other large canine companions. However, He does tend to jump on people, so someone who can help him work on this behavior would be ideal. With his vibrant personality and eagerness to please, Coco is sure to bring joy and excitement to any home. Please contact Denton Animal Services by phone at (940) 349-7594, or via email at Animal.Services@cityofdenton.com. Staff contact: Bailey Coleson, Animal Services



D. Transportation Services Meeting – The City of Denton Transportation Services Division (TSD) Staff, along with the Police Department, attended a Community Meeting on Thursday, July 17, at the Sundown clubhouse to address residents' concerns regarding road safety and traffic operations. The meeting, which included over 35 participants and Council Member Holland, primarily focused on speeding and traffic issues on Sundown Boulevard. During the discussion, it was highlighted that data show the majority of drivers comply with speed limits. The City of Denton staff emphasized that additional stop signs or speed calming measures wouldn't be effective without community efforts to improve driving behavior. Staff also offered to collaborate with community members on tailored speed awareness training. By the end of the meeting, many residents expressed their gratitude for the explanations provided. The meeting lasted from 6:00 p.m. to 8:30 p.m. and included an extensive question-and-answer session. Overall, the meeting fostered constructive communication between the City Staff and community members regarding traffic safety. Staff contact: Farhan Butt, Ph.D., P.E., Transportation Services

E. West Nile Virus Risk Level 3 – The City of Denton has confirmed the presence of West Nile Virus in a mosquito trapped at Roselawn Drive and Bernard Street (Denia Park). The mosquitoes were collected last week, and at least one mosquito has tested positive for West Nile virus. Residents are advised to take the following precautions:

- a. Eliminate standing water: Remove standing water around your home, as it serves as a breeding ground for mosquitoes. Common sites include old tires, flowerpots, and clogged rain gutters.
- b. Avoid outdoor activity during peak mosquito hours: Stay indoors at dusk and dawn when mosquitoes are most active.
- c. Dress appropriately: Wear long sleeves and long pants when outside.
- d. Use insect repellent: Apply repellent containing DEET, picaridin, or oil of lemon eucalyptus whenever outdoors.

While the probability of human outbreak is low to moderate, individuals over 50 years old and those with compromised immune systems are at a higher risk of severe illness if infected with West Nile virus. Symptoms may include fever, headache, muscle and joint pain, nausea, drowsiness, stiff neck, vision problems, body tremors, mental confusion, memory loss, and seizures. While most people infected with West Nile virus will show no symptoms and recover on their own, those experiencing concerning symptoms should contact their healthcare provider immediately. Visit the [City of Denton Fight the Bite page](#) and [Denton County Public Health West Nile Virus page](#) for more information. Staff contact: Michael Gange, Environmental Services & Sustainability

F. Stormwater Impact Notification – The City of Denton Staff identified an overflowing sewage line in the rear of a private business in the 2400 block of I-35E that unfortunately reached the storm drain system. This discharge then flowed into a concrete pond located within the Enclave at Wind River Estates. Our Environmental Services and Sustainability team is actively assessing the full extent of the event and working closely with the business to mitigate the impacts of this discharge. A contractor has begun cleanup efforts, and we anticipate pumping the pond for the next 5 to 6 days. We are asking the community to please avoid the pond area while response efforts are being completed. Staff will provide updates as more information becomes available. Staff contact: Michael Gange, Environmental Services and Sustainability

- G. Correction to Impact Fee Presentation - During the July 15th presentation to City Council, slide #14 of the Water and Wastewater Impact Fee Presentation (Attachment B) listed a comparison between the City of Denton's proposed impact fees and those of similar or neighboring cities. The values cited for Frisco, TX, were incorrect on the slide. Frisco, TX, did not implement a System Investment Fee in addition to the established impact fees for Water and Wastewater as shown on the original presentation. When researching whether Frisco charged any additional administrative tap fees for water and wastewater, information was mistakenly gathered for Frisco, CO, and added to the total. The updated comparison (Attachment C) does not affect the staff's recommended adoption amount of 75% of the proposed maximum assessable impact fees.

Frisco, TX shares the commonality with Denton of being a neighboring city within the DFW metroplex that has experienced heavy growth. However, Frisco is significantly different in terms of population and ownership of the Water and Wastewater Utilities, being a member city of the North Texas Municipal Water District (NTMWD). The recommended 75% adoption rate still keeps Denton competitive with other cities within Texas that share the commonalities of being located on the edge of an expanding metroplex, owning and operating their own water utilities, and experiencing high rates of population growth. Staff Contact: Stephen Gay, Water Utilities

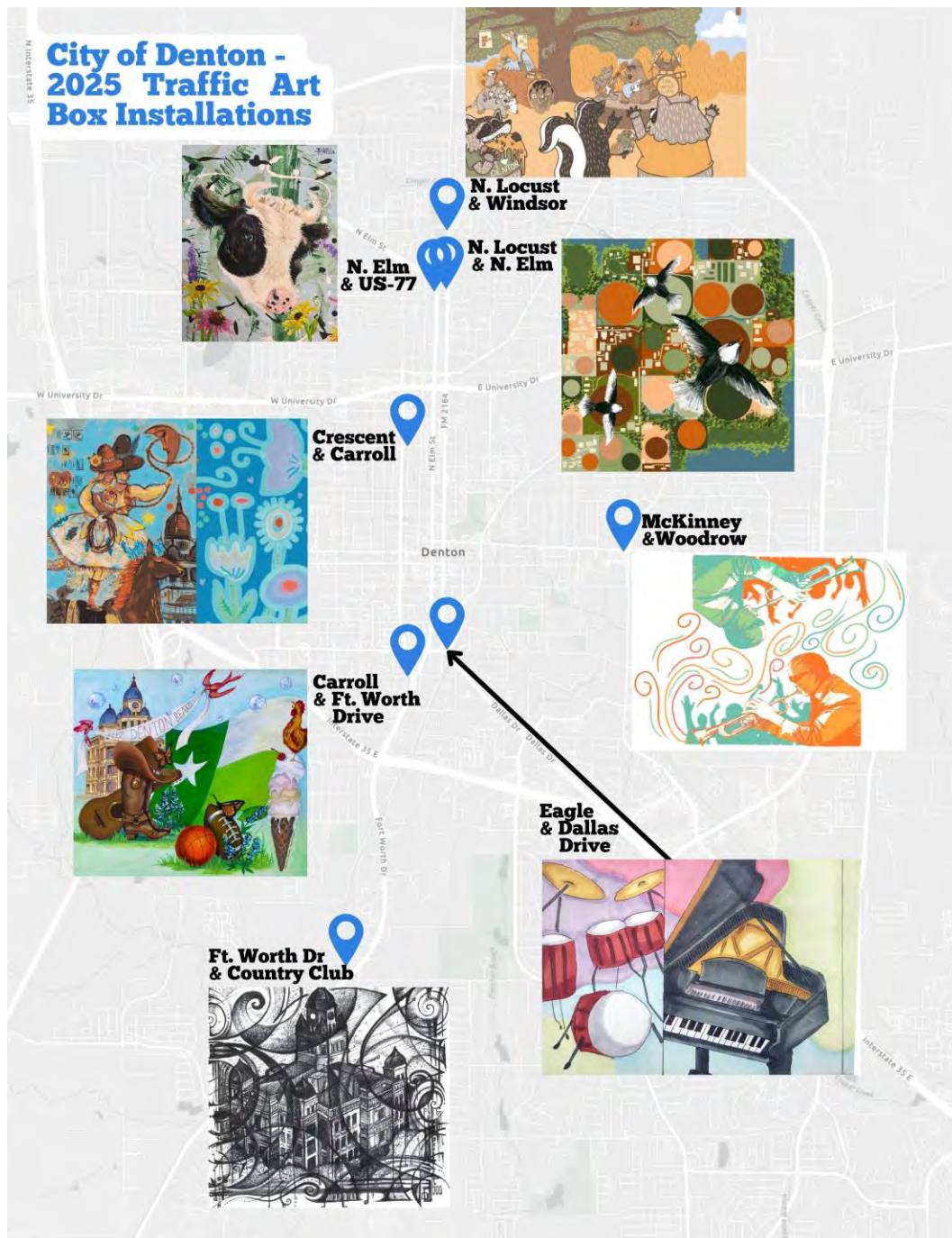
Responses to Council Member Requests for Information

- A. Community Engagement Regarding "No Parking Requests" – On June 26, Council Member Beck inquired about the summaries of public engagement meetings conducted by Transportation Services staff concerning parking restrictions on specific roads. The first meeting took place on June 24, at Evers Park Elementary School. During this meeting, a community member expressed frustration about having to move their cars during restricted hours. Other participants emphasized their expectation of having parking rights on the street. The second meeting was held on June 25, regarding parking restrictions for Alexander Elementary School. Staff received full support from the community for implementing parking restrictions on Paisley Street. The third meeting occurred on June 26, focusing on UNT campus parking restrictions. Staff waited for 20 minutes, but unfortunately, no community members attended. Staff contact: Farhan Butt, Transportation Services
- B. Yellowstone Place Reconstruction – On July 17, Council Member Holland shared an inquiry about the timeline for roadway construction on Yellowstone Place. Roadway stabilization work started this week, with final paving planned for early September. Staff contact: Seth Garcia, Capital Projects

- C. Donation Dropbox Cleanup – On July 15, Mayor Hudspeth shared an inquiry regarding debris around donation boxes on Milam Road. The donation bins are on private property that is within the city limits, though the neighboring lots are in the ETJ. Code Enforcement inspected and opened a case for trash, debris, and outside storage. A significant amount has been cleared already. The remaining trash and debris is required to be cleaned up by August 8. Staff contact: Courtney Douangdara, Community Services
- D. Jim Christal Road Damage – On July 15, Mayor Pro Tem Rumohr inquired about road damage on Jim Christal Road, which had been reported through Denton 311. The road work is related to damage caused by a developer and is being completed by a contractor hired by the developer, and not by the City. Completion of repairs is expected by the end of the day on Friday, July 18.
Residents who use the self-service options, such as the Denton 311 mobile app, can view their open and past work requests. For updates on 311 requests, residents can email Denton311@cityofdenton.com or call 311 with their reference number. Additionally, if an email address is provided by the resident, updates to the work request will be sent to that address. Staff contact: Wes McBride, Capital Projects
- E. Riney Road - Reeves Elementary Construction Update – On July 17, Council Member Jester requested a construction update on Riney Road in front of Reeves Elementary. Construction on Riney Road between Bonnie Brae and Reeves Elementary is scheduled to have the roadway open to traffic by August 11. The section of Riney Road in front of the school is anticipated to open by August 8, allowing staff and deliveries to access all three driveways from the east before the start of the school year. City staff is in close coordination with Denton ISD. Staff contact: Scott Fettig, Capital Projects

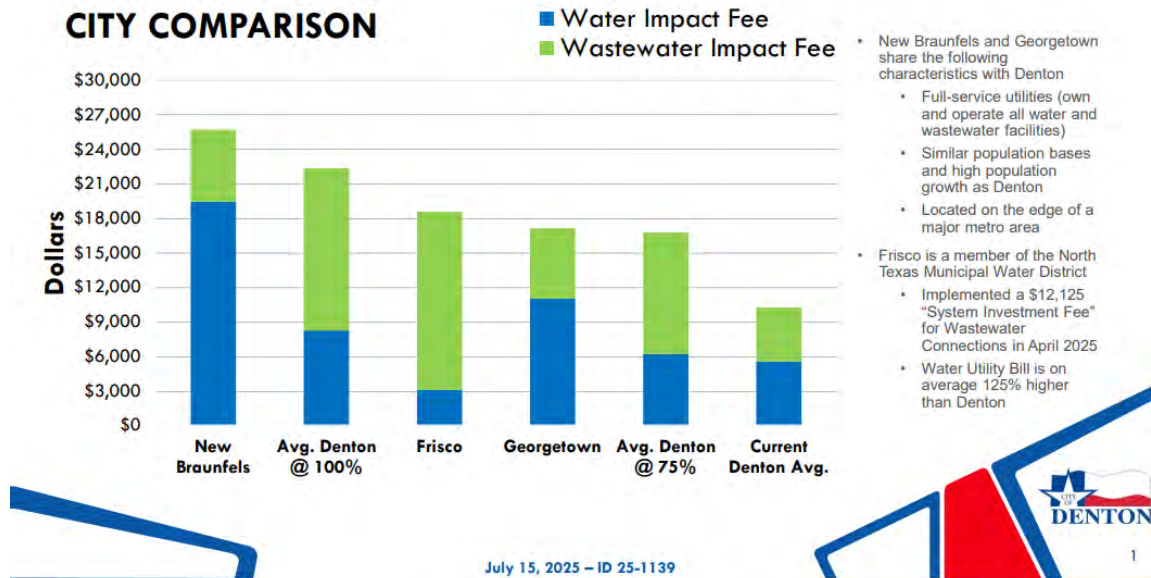
Attachments

A. Traffic Box Art Wrap Locations

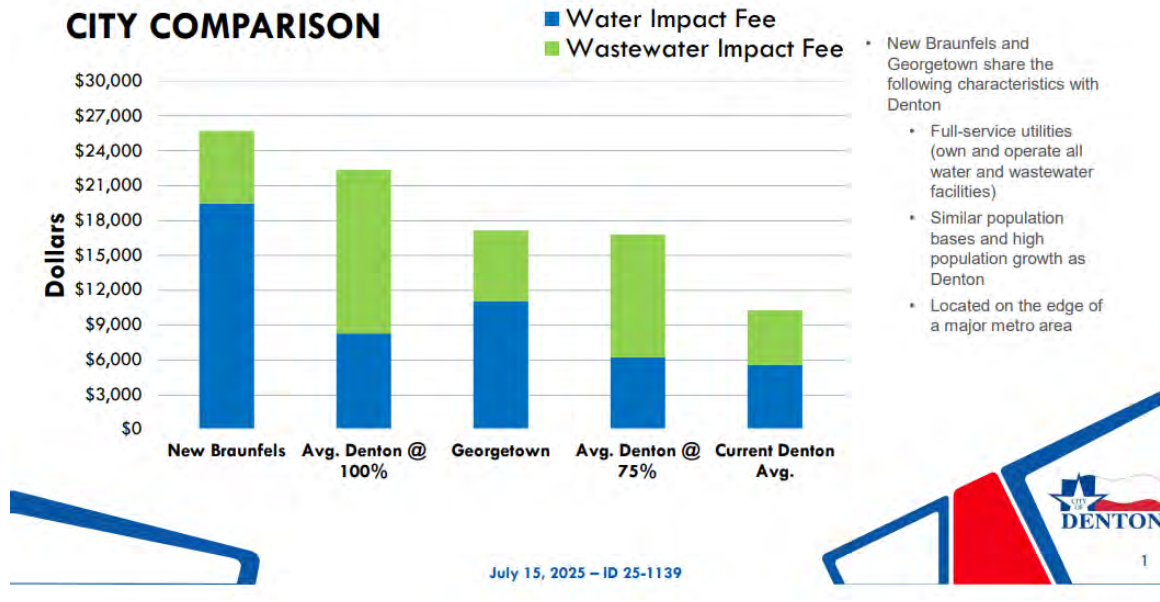


Attachments (cont.)

B. Original Slide



C. Corrected Slide



Informal Staff Reports

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Upcoming Community Events and Public Meetings

Please visit the City of Denton [website](#) for upcoming community events and details.

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INFORMAL STAFF REPORT TO MAYOR AND CITY COUNCIL

SUBJECT:

Provide an update on the annual review expectations regarding policies and directives

BACKGROUND:

During fiscal year 2024–2025, Human Resources (HR) Department established a strategic objective to implement “Best Practices for Policy Management Across the Organization.” As part of this initiative, HR introduced a standardized review process for all citywide policies and directives. To support consistent oversight, an annual policy review schedule was developed. For the purposes of this report, the term "policy" refers collectively to both policies and directives.

On February 19, 2025, HR launched the Policy Priority List, a centralized resource designed to consolidate and track critical information for items within the City of Denton's policy library. This tool provides visibility into each policy's ownership, most recent review date, and associated updates or communications.

Following the rollout of the Policy Priority List, HR coordinated with departmental leadership to identify policy priorities, establish tentative review timelines for high-priority items, and appoint policy liaisons in each department. These liaisons serve as the primary contacts for policy-related matters within their respective areas.

DISCUSSION:

The Policy Priority List has addressed a longstanding gap in the City of Denton's administrative framework by establishing a formal, organization-wide system for managing, updating, and tracking policies and directives. Prior to its implementation, no structured process existed, which posed challenges to consistency and transparency. This centralized resource now enables timely updates, reinforces accountability across departments, and provides a clear audit trail to support annual policy reviews and revisions. It continues to serve as a foundational tool in promoting best practices in policy management. Our team remains committed to leveraging this system to uphold a culture of collaboration, transparency, and operational alignment throughout the organization.

ATTACHMENTS:

1. [Policy Prioritization List](#)
2. [1.00 Policies, Procedures, and Administrative Directives](#)

STAFF CONTACT:

Melanie Bolling

HR Analyst

Melanie.Bolling@cityofdenton.com

(940) 349-8750

REQUESTOR: Brian Beck

STAFF TIME TO COMPLETE REPORT: 2 Hours

PARTICIPATING DEPARTMENTS: Human Resources

Policy Number	Title	Priority	Policy/ Directive	Step in Process	Department	Policy Last Revision Date
1.00	Policies Procedures and Administrative Directives	12-Month Cycle, Next Review 2026	Policy	Annual Review	HR - Admin	04/16/2024
10.00	Ethics	Urgent	Policy	PRC Feedback with Policy Writer	HR - Employee Relations	01/18/2023
10.00	Gifts, Meals, and Events	Urgent	Policy	PRC Feedback with Policy Writer	HR - Employee Relations	01/18/2023
10.00	Nepotism	Urgent	Policy	PRC Feedback with Policy Writer	HR - Employee Relations	01/18/2023
10.00	Secondary Employment	Urgent	Policy	PRC Feedback with Policy Writer	HR - Employee Relations	01/18/2023
100.01	Equal Employment Opportunity	Urgent	Policy	Not Started	HR - Employee Relations	07/12/2011
100.02	Americans with Disabilities Act	Medium	Policy	Not Started	HR - Total Rewards	11/09/2018
100.03	Commitment to Inclusion	Urgent	Policy	Not Started	HR - Organizational Development	04/18/2023
101.01	Job Posting Timetable	Urgent	Directive	In Development	HR - Talent Acquisition	12/17/2008
101.05	Recruitment/ Relocation Expenses	Medium	Directive	Not Started	HR - Talent Acquisition	11/19/2018
102.00	Eligibility for Employment	Medium	Policy	Not Started	HR - Employee Relations	01/10/2023
102.11	Uniforms	Medium	Policy	Not Started	HR - Employee Relations	11/19/2018
102.13	Employee Fuel / Gate Access Card	Urgent	Policy	Not Started	HR - Employee Relations	12/17/1985
103.01	Categories of Employment	Medium	Directive	In Development	HR - Total Rewards	11/19/2018
103.02	Telecommuting	Urgent	Policy	Not Started	HR - Employee Relations	11/19/2018
104.02	Introductory Period	Medium	Policy	Not Started	HR - Employee Relations	10/01/2009
104.03	Performance Appraisal	Urgent	Policy	Not Started	HR - Organizational Development	01/01/1992
104.04	In-House Advancement	Urgent	Policy	Not Started	HR - Talent Acquisition	01/01/1992
104.06	Transfers	Medium	Directive	Not Started	HR - Employee Relations	11/19/2018
104.07	Developmental Tracking	Medium	Policy	Not Started	HR - Employee Relations	04/07/1998
105.01	Employee Records	Medium	Policy	Not Started	HR - Admin	11/19/2018
105.02	Reference Checks / Recommendation	Medium	Policy	Not Started	HR - Employee Relations	05/06/1986
106.01	Procedure for Receiving Pay	Medium	Directive	Not Started	HR - Admin	11/19/2018
106.02	Classification & Compensation Program	Urgent	Policy	Not Started	HR - Total Rewards	01/01/1992
106.03	Payroll Deductions	Urgent	Policy	In Development	HR - Total Rewards	07/20/2010
106.04	Overtime	12-Month Cycle, Next Review 2026	Policy	Annual Review	HR - Total Rewards	06/03/2025
106.05	Recording of Time Worked	Medium	Directive	Not Started	HR - Total Rewards	11/19/2018
106.06	Response time and On-Call Duty	Urgent	Policy	Not Started	HR - Employee Relations	08/18/2021
106.07	Longevity Pay	Low	Policy	Not Started	HR - Total Rewards	01/10/2023
106.08	Regular Part-Time Employees	Medium	Policy	Not Started	HR - Total Rewards	05/06/1986
106.09	Position Classification and Evaluation	Urgent	Policy	Not Started	HR - Total Rewards	01/01/1992
106.10	Incentive / Recognition Programs	Low	Policy	Not Started	HR - Total Rewards	10/07/2021
106.11	Cellular Phone Allowance	Low	Directive	In Development	HR - Total Rewards	02/05/2016
107.01	Accrual of Benefits	Urgent	Policy	Not Started	HR - Total Rewards	07/02/1985
107.02	Holidays	Low	Policy	Not Started	HR - Total Rewards	01/01/2022
107.03	Vacation / Bonus Time	Low	Policy	Not Started	HR - Total Rewards	06/28/2022
107.04	Family & Medical Leave	Medium	Policy	Not Started	HR - Total Rewards	11/19/2018
107.05	Quarantine Leave (Police and Fire)	Low	Policy	Not Started	HR - Total Rewards	01/04/2022
107.06	Volunteer Impact Program	Medium	Policy	Not Started	HR - Total Rewards	11/19/2018
107.07	Mental Health Leave (Police and Fire)	12-Month Cycle, Next Review 2026	Policy	Not Started	HR - Total Rewards	08/20/2024
107.08	Contribution Rate for City Employee Benefit	Urgent	Policy	Not Started	HR - Total Rewards	01/01/1994
107.09	Tuition Reimbursement	Medium	Policy	In Development	HR - Total Rewards	09/29/2020
107.10	Employee Assistance Program	Urgent	Policy	Not Started	HR - Total Rewards	06/20/1989
107.11	Paid Parental Leave	Low	Policy	Not Started	HR - Total Rewards	10/01/2022
108.01	Duty to Notify Arrests, Charges and Convictions	Urgent	Directive	Not Started	HR - Employee Relations	01/07/2008
108.02	Meal / Break Times	Urgent	Policy	Not Started	HR - Employee Relations	07/20/2010
108.02A	Lactation Breaks	Medium	Directive	Not Started	HR - Total Rewards	04/27/2023
108.03	Use of Tobacco Products	Urgent	Policy	Not Started	HR - Employee Relations	10/01/2015
108.05	Workplace Violence Prevention	Urgent	Directive	Not Started	HR - Employee Relations	11/19/2018
108.06	Retaliation Act	Urgent	Directive	Not Started	HR - Employee Relations	11/19/2018
108.07	Dress code / Personal Appearance	Medium	Policy	Not Started	HR - Employee Relations	01/01/2010
108.10	Harassment Prevention	Urgent	Policy	Not Started	HR - Employee Relations	10/13/2020
108.11	Drug and Alcohol Free Workplace	Urgent	Policy	In Development	HR - Employee Relations	01/01/2002
108.12	Anti-Substance Abuse and Rehabilitation	Urgent	Policy	In Development	HR - Employee Relations	11/26/2013
108.13	Investigation and Inspection of City Facilities/Equipment	Urgent	Policy	In Development	HR - Employee Relations	07/15/1991
109.01	Corrective Action	12-Month Cycle, Next Review 2026	Policy	Annual Review	HR - Admin	06/03/2025
109.02	Demotions	Urgent	Policy	Not Started	HR - Employee Relations	07/12/2011
109.03	Appeals	12-Month Cycle, Next Review 2026	Policy	Annual Review	HR - Employee Relations	06/03/2025
109.04	Reduction in Force	12-Month Cycle, Next Review 2026	Policy	Annual Review	HR - Employee Relations	06/03/2025

109.05	Compliant Review, Investigation, and Corrective Action Against City Council Appointees	12-Month Cycle, Next Review 2026	Policy	Annual Review	HR - Employee Relations	10/10/2024
110.01	Absenteeism / Tardiness	Urgent	Policy	Not Started	HR - Employee Relations	11/16/2021
110.02	Hours of Work / Flextime	Urgent	Directive	Not Started	HR - Total Rewards	08/25/2003
110.03	Inclement Weather	Medium	Directive	Not Started	HR - Employee Relations	06/07/2021
110.04	Local Emergency and Inclement Weather Lodging for City Employees	Urgent	Policy	Not Started	Facilities & Fleet	12/08/2021
111.01	Sick Leave	Low	Policy	Not Started	HR - Total Rewards	03/16/2022
111.02	Leave for Judicial or Legal Matters	Urgent	Policy	Not Started	HR - Total Rewards	01/03/1995
111.03	Absence for Voting	Urgent	Policy	Not Started	HR - Employee Relations	07/02/1985
111.04	Military Service Leave	Medium	Policy	Not Started	HR - Total Rewards	11/13/2018
111.05	Catastrophic Leave	Urgent	Directive	Not Started	HR - Talent Acquisition	05/03/2011
111.06	Death in the Family Leave	Low	Policy	Not Started	HR - Total Rewards	06/28/2022
111.07	Non FMLA Medical Leave	Medium	Policy	Not Started	HR - Total Rewards	06/05/2018
111.08	Personal Leave Without Pay	Medium	Policy	Not Started	HR - Total Rewards	06/05/2018
112.01	Separation / Out-Processing Procedure	Medium	Policy	Not Started	HR - Total Rewards	07/23/2015
112.03	Retirement	Medium	Policy	Not Started	HR - Total Rewards	05/08/1988
114.01	Solicitation in City Facilities	Medium	Policy	Not Started	HR - Employee Relations	07/20/2010
115.02	Problem Solving	Medium	Policy	Not Started	HR - Employee Relations	12/17/1985
200.01	Barricading City Streets	Medium	Policy	In Development	Streets	07/30/1984
400.01	Cash Disbursements	Medium	Policy	Not Started	Finance	01/26/2021
402.01	Budget Period	Low	Policy	Not Started	Finance	12/31/1981
402.02	Budget Development	Low	Policy	Not Started	Finance	07/13/1982
402.03	Budget Administration	Low	Policy	Not Started	Finance	07/13/1982
402.04	Revenue Policies	Urgent	Policy	Not Started	Finance	07/13/1982
402.05	Fund Balance Policy	Urgent	Policy	Not Started	Finance	09/03/2021
402.06	Budget Amendment and Modification	Low	Policy	Not Started	Finance	07/13/1982
402.10	Grant Administration	Medium	Directive	Not Started	Finance	08/24/2021
403.01	Cash Handling Regulations	Medium	Policy	Not Started	Finance	10/11/2023
403.06	Investment Policy	Low	Policy	Not Started	Finance	12/12/2023
403.07	Debt Management Policy	Low	Policy	Not Started	Finance	12/12/2023
405.01	Completion of Financial Planning Monthly Report	Urgent	Procedure	Not Started	Finance	07/13/1982
406.09	Retirement Policy	Medium	Directive	Not Started	HR - Total Rewards	12/07/2017
407.06	Warehouse and Central Stores Operations	Medium	Procedure	Not Started	Purchasing & Grants	10/01/1982
407.10	Centralized Purchasing	Urgent	Directive	In Development	Purchasing & Grants	01/12/2010
408.01	Travel Expenses	Low	Policy	Not Started	Finance	09/17/2024
408.03	Reimbursement for Professional Development Activities	Low	Policy	Not Started	Finance	04/07/1982
409.01	Occupational Injury Benefit Program	Urgent	Directive	Not Started	HR-Risk Management	07/12/2011
409.03	Personal Injury and Accident Response	Urgent	Directive	Not Started	HR-Risk Management	02/20/1997
409.04	Use of Back Support Belts	Low	Directive	Pending Repeal	HR-Safety	08/28/1992
409.05	Comprehensive Driving and City Vehicle Use	Medium	Policy	In Development	HR-Safety	04/19/2022
409.06	HIPAA Directive	Urgent	Directive	Not Started	HR - Total Rewards	04/14/2003
409.07	Volunteer Procedures	Urgent	Directive	In Development	HR - Admin	11/16/2021
409.10	Automated External Defibrillator Program	Low	Directive	Not Started	HR-Safety	02/05/2016
409.11	Safety Review Committees	Urgent	Directive	In Development	HR-Safety	11/30/2018
410.01	Health, Safety, and Environmental Policy	Urgent	Policy	Not Started	HR-Safety	06/28/2022
410.02	Stop Work Authority Procedure	Low	Procedure	Not Started	HR-Safety	06/28/2022
410.03	Hazard Communication Directive	Low	Directive	Not Started	HR-Safety	06/28/2022
410.05	Hearing Conservation	Medium	Directive	Not Started	HR-Safety	01/03/2023
410.06	Respiratory Protection	Medium	Directive	Not Started	HR-Safety	01/03/2023
410.07	Confined Space Entry	Medium	Directive	Not Started	HR-Safety	01/03/2023
410.08	Excavating, Trenching, and Shoring	Medium	Directive	Not Started	HR-Safety	05/24/2023
420.01	City Sponsorship Policy	Urgent	Policy	Not Started	HR - Admin	10/23/2018
420.02	Acceptance of Sponsorships and Donations Policy	Urgent	Policy	Not Started	HR - Admin	02/11/2020
500.03	Employee parking	Medium	Directive	Not Started	Facilities & Fleet	01/01/1996
500.04	Municipal Building Space Allocation	Medium	Directive	Not Started	Facilities & Fleet	10/05/1984
500.05	Display of Flags at Half-Mast	Medium	Directive	Not Started	Facilities & Fleet	02/01/1994
500.06	Use of City Facilities and Meeting Rooms	Low	Policy	In Development	CMO	11/06/2018
500.08	Trespass Warning on City Property	Urgent	Policy	Not Started	Facilities & Fleet	04/05/2022
501.02	Print & Copy Procurement	Low	Policy	Pending Repeal	Marketing & Communications	01/01/2009

502.01	Facilities Management Work Order	Medium	Procedure	Not Started	Facilities & Fleet	08/24/2005
502.02	Building Energy Conservation	Medium	Directive	Not Started	Facilities & Fleet	07/08/2005
502.03	Identification Cards / Fobs	Urgent	Policy	Not Started	Facilities & Fleet	07/14/2014
502.04	Operational Directive for City of Denton Facilities	Urgent	Directive	Not Started	Facilities & Fleet	06/27/1994
502.05	Centralized Coordinating of City Facility Construction and Renovations Projects	Urgent	Directive	Not Started	Facilities & Fleet	06/01/2010
503.01	Acquisition of Microcomputers	Urgent	Procedure	Pending Repeal	Technology Services	09/01/1984
503.03	Microcomputer Programming and Ancillary Equipment	Urgent	Directive	Pending Repeal	Technology Services	12/13/1984
504.01	Responding to Citizen requests for City Documents, Records, and Other Public Information	Urgent	Directive	Not Started	HR - Admin	11/20/2001
504.02	Competitive Matters Exempt from Public Disclosure	Urgent	Directive	Not Started	DME	05/17/2002
505.01	Administrative Directives Affecting Other Departments	Urgent	Policy	Not Started	HR - Admin	08/29/1994
505.02	Publication Standards and Usage	Medium	Policy	Not Started	Marking & Communications	11/16/2021
505.03	Social Media	Urgent	Policy	Pending Director Review	Marking & Communications	12/17/2020
506.01	Acceptable Use of Technology	12-Month Cycle, Next Review 2026	Policy	Annual Review	Technology Services	02/04/2025
506.02	User Authorization, Identification, and Accountability	Low	Directive	Not Started	Technology Services	10/01/2017
506.05	Email Use	Low	Directive	Not Started	Technology Services	07/07/2021
506.06	Video Surveillance and Audio Monitoring	Medium	Directive	Not Started	Technology Services	06/22/2013
506.08	Open Data	Medium	Directive	Not Started	Technology Services	02/09/2015
506.09	Email Use by Board / Commission Members	Low	Directive	Not Started	Technology Services	06/10/2021
506.10	Technology Projects and Governance	Medium	Directive	Not Started	Technology Services	12/15/2021
506.11	Artificial Intelligence Directive	12-Month Cycle, Next Review 2026	Directive	Annual Review	Technology Services	01/08/2025
506.12	Covered Applications Policy	Medium	Policy	In Development	Technology Services	10/18/2024
506.13	Information Security Policy	12-Month Cycle, Next Review 2026	Policy	Annual Review	Technology Services	02/04/2025
506.14	Incident Response	12-Month Cycle, Next Review 2026	Policy	Annual Review	Technology Services	02/04/2025
507.02	Release of Animals for Research	Low	Directive	Not Started	Animal Services	01/09/2023
507.03	Responsible Euthanasia	12-Month Cycle, Next Review 2026	Policy	Annual Review	Animal Services	06/17/2025
508.01	Contact Persons for Vehicle Repairs and Maintenance	Low	Directive	Not Started	Facilities & Fleet	04/04/1991
509.01	Fraud Response Directive	Low	Policy	Not Started	HR - Admin	09/28/2021
510.01	Bullying Prevention in City Facilities and Programming	Urgent	Policy	Not Started	Facilities & Fleet	12/04/2018
511.00	Records Management Policy	Urgent	Policy	In Development	CMO	12/03/2020
512.01	Charity Care Directive	12-Month Cycle, Next Review 2026	Directive	Annual Review	Fire/EMS	03/01/2025
New Policy	Special Event Banner Program Directive	Low	Directive	In Development	Parks & Rec	Not Applicable
New Policy	Data Classification Directive	Urgent	Directive	In Development	Technology Services	Not Applicable
New Policy	Accident Review Committee	Urgent	Directive	In Development	HR-Safety	Not Applicable



CITY OF DENTON

Policy Number and Title:	1.00 Policies, Procedures, and Administrative Directives
Policy Section and Chapter:	General
Policy Type:	Policy
Policy Owner & Contact:	Human Resources, (940) 349-8355
Last Revision Date:	4/16/2024

POLICY STATEMENT

The purpose of this Policy is to provide direction for the consistent development and implementation of Policies, Administrative Directives and associated Procedures.

This policy has been developed in accordance with Section 2-28 of the Code of Ordinances of the City of Denton, Texas which establishes:

- Policies, and related amendments will be reviewed by the City Attorney for legal compliance and approved by resolution of the City Council.
- The City Manager is authorized to issue additional directives and administrative procedures as deemed necessary to implement approved policies relating to personnel and internal operational matters.

City of Denton Policies reflect the City's mission and vision and will comply where applicable with federal and state laws. If there is a discrepancy between a Policy or Administrative Directive and the Code of Ordinances, the Code of Ordinances shall take precedence.

Policies and Administrative Directives and Procedures are applicable to all full-time, part-time, temporary, occasional, and seasonal City employees unless otherwise specified. Vendors performing services on behalf of the City may also be subject to applicable City Policies.

POLICY

City leadership and department directors are responsible for determining when new or revised Policies or Procedures are required.

I. Policy and Procedure Development/Revision/Review Authority

- a. A Policy will define the department that retains primary responsibility for the Policy and Procedures. The issuing department will assign a Policy Owner responsible for drafting/revising the Policy and Procedures. Once specified, that Policy Owner will be responsible for periodic reviews and necessary updates and will serve as the primary point of contact for any questions.
- b. Policies and Procedures are continually evaluated and may be amended, modified, or terminated at any time. Policy Owners should review Policies and Procedures that fall under their responsibility at least annually unless otherwise required by state or federal law to ensure continued relevance.
- c. Policy Owners will submit a new or revised Policy for review according to the Procedures established by the Policy Program Administrator ("PPA"). Policy Owners

working to repeal policies will follow the same Procedures as Council approval is also required in this instance.

- d. Policies, and related amendments will be reviewed by the City Attorney for legal compliance and approved by resolution of the City Council.
- e. The City Manager is authorized to approve Procedures as they deem necessary for the implementation of Council-approved policies relating to personnel and internal operational matters. Policy Owners will work through their Department Leadership to solicit approval for Procedures related to approved Policies.

II. Administrative Directive Development/Revision/Review Authority

- a. In their sole discretion, the City Manager may issue, amend, or delete an Administrative Directive to the organization. The City Manager may bypass the PRC review if deemed necessary in their sole discretion or due to time-sensitivity.

III. Accessibility and Maintenance

- a. The PPA will ensure approved Policies, Administrative Directives and Procedures are placed on the City of Denton website and the internal employee SharePoint site.
- b. The PPA will maintain a database of current and previous Policies, Administrative Directives, and Procedures, and evidence of their approval, for record retention purposes.

IV. Policy Review Committee (“PRC”)

The PPA will convene a committee of representatives from departments across the City for the purpose of gathering feedback on proposed new and revised Policies and Administrative Directives. Members will review drafts for general understanding and applicability specific to their departments’ operations.

- a. **Membership.** All departments will be offered and should place a representative on the PRC. There may be additional participants from Human Resources and Legal that are considered members of the PRC for purposes of Policy and Administrative Directive review activities.
- b. **Review Timeframe.** In general, PRC will be provided with at least 10 business days to review and provide feedback on a new or proposed updated Policy or Administrative Directive. The Program Policy Administrator, in consultation with the Director of Human Resources and City Leadership, may expedite the review period as necessary for time-sensitive policies.
- c. **Feedback Process.** PRC members will work with their respective departments to evaluate new or proposed Policies or Administrative Directives for general understanding, clarity, and brevity. They should also consider applicability to their department specifically. PRC members will direct questions or feedback regarding the proposed Policy or Administrative Directive directly to the PPA, who will consolidate this feedback and provide a summary to the Policy Owner. While PRC members’ feedback on Policies and Administrative Directives is valued, Policy Owners are ultimately responsible for reviewing this feedback and determining where and how to make final revisions.

ROLES AND RESPONSIBILITIES

I. Policy Owner:

- a. Represents the department by performing an annual review of Policies, Administrative Directives, and Procedures.
- b. Determines whether training is required for a Policy, Administrative Directive, or Procedure, and if so, develops and administers the training and tracks completion.
- c. Determines whether Supporting Documentation is required for a Policy, Administrative Directive, or Procedure, and if so, provides Supporting Documentation to the PPA.
- d. Reviews feedback provided from the PRC before making final revisions to assigned Policy or Administrative Directive.

II. Policy Program Administrator (PPA):

- a. Provides program leadership to the PRC. The PPA will ensure expectations of PRC members are defined and understood, schedule meetings of the PRC as necessary, and maintain a current roster of PRC members, including ensuring that any PRC members leaving are replaced in a timely manner.
- b. Manages a regular review process for all Citywide Policies and Administrative Directives with a goal to establish an annual review process.
- c. Defines governance requirements for the City's Policy, Administrative Directive, and Procedures program including scope of items included.
- d. Develops and approves templates.
- e. Acts as a liaison and a coordinator between Departments, Legal, and City Manager's Office related to Policy Owner items.

III. Policy Review Committee Members:

- a. Solicit feedback in their departments on proposed new or modified Policies and Administrative Directives and relays this feedback in a timely manner to the PPA.
- b. Provide appropriate information to their respective departments regarding the implementation of new/revised Policies, Administrative Directives, or Procedures.

IV. City Attorney's Office:

- a. Reviews and confirms that a proposed Policy, Administrative Directive, or Procedure does not conflict with applicable laws or regulations.

EXCEPTIONS

Occasionally Policy Owners may identify non-substantive changes that need to be made to an established Policy. Non-substantive changes as opposed to Substantive changes, as defined in this Policy, do not require routing for review and approval and can be made as needed by the PPA.

STANDARDS

I. Template

- a. The City of Denton Policy Template (Referenced below) is designed to improve consistency across all adopted City Policies and Administrative Directives. It also provides a guide for Policy Owners as they draw a distinction between Policies and their associated Procedures.

II. Timelines

- a. PRC members will generally have up to ten (10) days to review proposed new or revised policies.
- b. The most current *Council Dates and Deadlines* schedule (located on the HUB) will determine the timing of placement of policy considerations on the City Council agenda.

III. Processes

- a. The workflow outlined in the **Administrative Procedures** associated with this Policy should be used by all Policy Owners for the creation/revision of City Policies. The workflow may also generally be utilized when an Administrative Directive or Procedure is created, updated, or deleted, *except that City Council approval is not required*.

ADMINISTRATIVE PROCEDURES

This workflow should be utilized when a Policy is created, updated, or deleted requiring the approval of City Council. In the document template, the Policy content must be adopted, revised, or deleted by the City Council.

1. Policy Owner forwards a draft of the proposed Policy to the PPA along with a summary of the proposed changes or additions.
2. The PPA performs an initial review, which may include reviewing with other Human Resources representatives to understand the purpose of the proposed Policy and how it may relate with other approved policies/directives. Depending on the content of the proposed Policy, it may be reviewed with key stakeholders before proceeding to a general PRC review.
3. The PPA sends the draft Policy and the summary to PRC for review and comment. PRC members review with their respective departments and submit any questions or feedback to the PPA, who will compile this feedback and send it to the Policy Owner for consideration.
4. The Policy Owner updates the draft Policy, considering and incorporating appropriate PRC feedback. The Policy Owner will forward the following documents along to the PPA to begin the process of securing a place on the next City Council agenda: One red-lined version of the draft Policy and one “clean” version.
5. The PPA reviews and forwards the Policy, via the Human Resources Director, to the City Manager for review and approval along with a summary of the PRC feedback and issues or

concerns raised and/or resolved. City Manager approval will be provided to the Policy Owner and the PPA.

6. Following City Manager approval, the Policy Owner coordinates with the PPA to prepare the documents necessary for the City Secretary's office to have the Policy placed on City Council agenda for approval, as required. While the Policy Owner is responsible for drafting an Agenda Information Sheet (AIS), Resolution, and any other documentation required by the City Secretary's office, the PPA will provide necessary templates, guidance, and will review documentation for consistency before sending to the City Secretary's office.
7. The PPA reviews and forwards documents the Policy to the City Attorney's office for review in accordance with the published *Council Dates and Deadlines* Schedule. Should the City Attorney have any questions or concerns, the City Attorney will work with the Policy Owner to resolve them. The City Attorney will certify that the Policy does not breach any laws or regulations before it can continue through the approval process. City Attorney approval will be provided to the Policy Owner and the PPA.
8. The PPA will launch the Legistar process and coordinate with the Policy Owner on any remaining documentation requested.
9. The Policy Owner will be responsible for responding to any requests for information or questions about the Policy from City Council.
10. Upon Policy approval by the City Council, the PPA documents approval of the Policy into the appropriate database along with the Resolution number and ensures placement of the Policy on internal and external facing Policy webpages. The PPA sends a summary and final clean copy of the approved Policy to all City employees.

DEFINITIONS

1. "Administrative Directive" or "Directive" is a written statement from the City Manager to City employees establishing rules and regulations concerning internal operational matters of the City. Directives and any amendments thereto may be reviewed by the City Attorney for legal compliance but do not require approval by resolution of the City Council.
2. "Administrative Procedure" or "Procedure" means a specific and detailed statement of the means and methods by which management implements a policy.
3. "Non-substantive change" means a revision to an Administrative Directive or Administrative Standard that does not directly affect the substance of the Directive or Standard or in any way modify its meaning or intent. Non-substantive changes include, but are not limited to, edits related to document formatting, grammar, punctuation, and style. Non-substantive changes do not require routing for review and approval and can be made as needed by a Policy Administrator.

4. “Policy” is a statement of overall philosophy and direction, describing goals to be accomplished and programs to be established. Policies and any amendments thereto shall be reviewed by the City Attorney for legal compliance and approved by resolution of the City Council.
5. “Policy Owner” means the individual staff member responsible for reviewing and monitoring a Policy or Administrative Directive and any associated Procedures and any necessary updates or revisions.
6. “Policy Administrator(s)” are the staff member(s) designated by the City Manager responsible for defining and administering the requirements of the City’s Policies and Administrative Directives program and coordinating and recording those Policies and Administrative Directives.
7. “Policy Review Committee (PRC)” is a committee of department representatives assigned to assist with Policy and Administrative Directive reviews as further defined in this Policy.
8. “Substantive change” means a revision to a Policy or Administrative Directive that materially alters its meaning or intent. Substantive changes include, but are not limited to, addition or deletion of a definition, change in application of the Policy or Administrative Directive and their related Standards, or revisions made to reflect current operational practices or changes in applicable laws or regulations.
9. “Supporting Documents” means ancillary documentation, typically containing tactical content that will change with some frequency and that is necessary for employees to have access to to ensure compliance with Policies and Administrative Directives (example – retention schedule associated with Records Retention Policy).

REFERENCES

- City of Denton Policy Template (attached)

REVISION HISTORY

Revision Date	Policy Owner	Summary
4/16/24	C. Harris, Ethics & Policy Administrator	Policy Revision – Clarify difference for policies and procedures, reflect current review workflow, added exception language for non-substantive changes.
3/22/22 (adopted)	C. Moar, Compliance Officer (Compliance)	Initial Policy Adoption Policy Statement Adopted by City Council on 03/22/2022



CITY OF DENTON POLICY TEMPLATE

Policy Number and Title:	100.XX Sample Policy
Policy Section and Chapter:	Human Resources – Employee Recruitment
Policy Owner & Contact:	Human Resources – (940) 349-8355
Policy or Directive:	Policy
Last Revision Date:	1/1/2024

POLICY/DIRECTIVE PURPOSE STATEMENT

For either a policy or directive, this section should be brief and include a high-level statement of who will do what and why – ideally this statement reflects the City’s mission, values and/or support the overall strategic plan.

Policy – A statement of philosophy or direction intended to regulate behavior and activities to 1) ensure compliance with applicable laws and regulations, 2) promote efficiency, 3) reduce risk, and 4) uphold organizational standards. Policies may address significant legal, financial, safety, and/or reputational risk and therefore must be adopted or revised by City Council.

Administrative Directive – A written statement from the City Manager to City employees establishing rules and regulations concerning internal operational matters. Directives are issues to promote efficiency, reduce risk, and to establish and uphold organizational standards.

POLICY

Use this space to outline the various components of the Policy. This section is designed to provide a framework for decision-making with widespread application across departments. Stated activities should ensure compliance with applicable laws and regulations, reduce overall risk, support and enhance the City’s mission, vision, and values or otherwise promote operational efficiency.

I. Section Title

- A. Sub-Section
- B. Sub-Section
 - 1. More info
 - 2. More info
 - a. Xyz
 - b. Xyz

ROLES AND RESPONSIBILITIES

This section outlines roles and responsibilities for implementing the policy/directive.

I. Responsible Department/Position 1

- a. Activity 1
- b. Activity 2

STANDARDS

Use the space to provide relevant specification(s) that support a policy (e.g. retention schedule, building specifications, timelines). Standards should reinforce applicable laws and regulations or generally accepted cultural norms. They will also ensure consistent internal processes and communicate expectations.

ADMINISTRATIVE PROCEDURES

Administrative procedures are specific and detailed statements of the means and methods by which management implement a policy or directive. Use this space to reference relevant administrative procedures.

DEFINITIONS

Use this space to define abbreviations and acronyms, industry-specific terminology, or any other words that would improve understanding.

REFERENCES

Insert any applicable references to other City policies, federal, state, or local laws, and/or links to forms or other useful information.

- City Policy xxx.xx

REVISION HISTORY

Revision Date	Policy Owner	Summary
01/01/2022	S. Kuechler (HR)	• Initial Policy Adoption • Policy Statement Adopted by City Council on xx/xx/xxxx
01/01/2023	D. Gilbreath (HR)	• General Updates to Admin. Procedures • Added a Procedure for XYZ
01/01/2024	D. Gilbreath HR)	• Revised Policy Statement Adopted by City Council on xx/xx/xxxx • General Updates to Admin. Procedures

INFORMAL STAFF REPORT TO MAYOR AND CITY COUNCIL

SUBJECT:

City business included in the Governor's call for the first-called Special Session of the 89th Legislature.

BACKGROUND:

On July 9, Governor Greg Abbott formally announced the first-called Special Session of the 89th Legislature. The Governor is the only state official with the authority to call a Special Session and has the power to direct the legislature on what actions they should take during the Session.

The Special Session is scheduled to begin on Monday, July 21 at 12:00 pm and will last for 30 days. If the Legislature does not act on the items listed on the Governor's call, the Governor has the authority to call additional Special Sessions in increments of 30 days. The Governor's call includes 18 directives to the legislature.

The first four charges are related to improving emergency preparedness in flood-prone areas following the recent floods in Central Texas. Other charges include eliminating the STAAR test, providing comprehensive hemp-derived product regulation, and revising the congressional redistricting plan.

There are three items directly related to city business, imposing spending limits on entities that impose property taxes, prohibiting taxpayer-funded lobbying, and requiring cities to provide credits against impact fees for builders who prioritize water conservation and efficiency. A summary of each of these items is included in the discussion below.

DISCUSSION:

"Legislation reducing the property tax burden on Texans and legislation imposing spending limits on entities authorized to impose property taxes."

While the Governor has not publicly mentioned his vision for additional property tax relief, it is anticipated that the second half of this charge, "imposing spending limits on entities authorized to impose property taxes," will likely mirror HB 19, which failed to pass in the 89th Regular Session. HB 19, by Ways and Means Committee Chair Morgan Meyer, failed to pass out of the Committee during the regular session. The bill is 18 pages of various changes to laws surrounding a local government's ability to issue and leverage debt.

The most impactful of those changes are summarized below:

- The bill proposed prohibiting a city from authorizing additional debt if the resulting annual debt service in any fiscal year on debt payable from property taxes issued on or after September 1, 2025 exceeds 20 percent of the amount equal to the average of the amount of property tax collections for the three preceding fiscal years. The language here is difficult to parse, but it would appear to exclude any property tax supported debt issued

before September 1, 2025, from the 20 percent cap. Should similar legislation pass during the Special Session, cities would need to account for debt issued after September 1 separately from the currently outstanding debt for purposes of this section. For reference, 20 percent of Denton's average tax collections is \$18.2 million, while the total annual debt service supported by property taxes is approximately \$50 million in fiscal year 2024-25.

- Additionally, HB 19 codifies the types of projects that a city may issue a Certificate of Obligation (CO) for, which includes (1) transportation infrastructure; (2) landfills; (3) water and wastewater infrastructure; (4) flood control and drainage projects; and (5) certain public safety facilities, including police stations and fire stations. The bill would expressly prohibit the use of a CO for many projects that are currently allowed, including: (1) parking structures; (2) airports; (3) judicial facilities; (4) administrative office buildings for a city; (5) animal shelters; (6) libraries; (7) parks; and (8) stadiums, arenas, convention centers, and civic centers. However, even though COs could technically be used to finance certain infrastructure and public safety facilities under the bill, a separate provision of the bill would prohibit a city from financing those improvements through the debt service component of its property tax rate. Given the statutory limitations placed on cities' maintenance and operations tax rates, this change would effectively prevent a city from issuing COs and tax anticipation notes for most authorized purposes.
- H.B. 19 would also require an election to authorize general obligation bonds or approve an increase in the property tax rate to be held on the November uniform election date. For the City of Denton, this would mean the expense and staff time required to coordinate two elections in one year.

While the details of the Special Session bill to address the Governor's call are not yet known, any bill similar to HB 19 as filed in the Regular Session would likely be extremely detrimental to the City of Denton, and cities across Texas.

"Legislation prohibiting taxpayer-funded lobbying, including the use of tax dollars to hire lobbyists and payment of tax dollars to associations that lobby the legislature."

The Governor's charge regarding taxpayer-funded lobbying likely means that a bill similar to SB 19 will be considered during the Special. SB 19 was passed by the Senate during the Regular Session but failed to receive a committee hearing in the House.

The bill as filed prohibited the use of public funds on hiring a registered lobbyist for the purpose of lobbying a member of the legislature, as well as prohibiting the payment nonprofit association or organization that hires or contracts with a registered lobbyist. This would have effectively prevented cities from hiring their own legislative consultants or lobbyists, and prohibited cities from working with nonprofit associations, like the Texas Municipal League (TML), who employ or contract lobbyists.

SB 19 was amended on the Senate Floor, despite opposition from the bill's author, Senator Mayes Middleton, to exclude the provisions prohibiting the use of nonprofit associations and organizations by cities.

If passed, the bill would almost certainly require the City to terminate or significantly modify its existing contract with Hance Scarborough to ensure compliance with the new law. The Governor's call includes prohibiting the use of tax dollars to associations that lobby the legislature, so a restriction on city partnership with associations like TML is likely to pass in some form. TML offers a wide range of services outside of lobbying, but it is unclear whether those other services would be at risk.

"Legislation, similar to Senate Bill No. 1253 from the 89th Legislature, Regular Session, that authorizes political subdivisions to reduce impact fees for builders who include water conservation and efficiency measures."

SB 1253 by Senator Perry was passed by the legislature but was subsequently vetoed by the Governor citing concern with a third-reading amendment that amended another bill onto SB 1253 in the House. It is likely that the legislation filed during the Special Session will mirror SB 1253 prior to the adoption of that amendment.

SB 1253, as filed, would have provided an *option* for cities to provide credits against impact fees for developers who use facilities, systems, or products that result in water reuse, conservation, or savings, however; the bill was amended to *require* cities to provide these credits. The latter is likely the version of the bill that will be considered in the Special Session.

If passed, the City would be required to establish procedures for calculating and applying the credits in a fair and consistent manner and for reviewing and approving credits. This bill could require significant implementation efforts and may require credits for water conservation measures already required by the City for new development, rather than for measures that go beyond current requirements.

CONCLUSION:

Staff and the City's state legislative consultant have already begun engaging with our delegation regarding the city-related Special Session charges and will provide updates to Council via email throughout the Session. The effort to impose spending limits on cities is especially concerning and will require a high level of engagement to ensure Denton's state delegation and other legislators are aware of the impact this could have on the City. Once more information is made available regarding the details of the proposal, staff will likely engage Council to provide written and/or oral testimony on behalf of the City.

ATTACHMENTS:

1. Special Session Proclamation

STAFF CONTACT:

Kristi Fogle
Chief of Staff

Kristi.Fogle@cityofdenton.com
(940) 349-8565

REQUESTOR: Staff Initiated

STAFF TIME TO COMPLETE REPORT: 4 hours

PARTICIPATING DEPARTMENTS: City Manager's Office, City Attorney's Office



GOVERNOR GREG ABBOTT

July 9, 2025

Mr. Adam Bitter, General Counsel
Office of the Secretary of State
State Capitol Room 1E.8
Austin, Texas 78701

FILED IN THE OFFICE OF THE
TEXAS SECRETARY OF STATE
3:00 pm O'CLOCK

JUL 09 2025
ANBA
Secretary of State

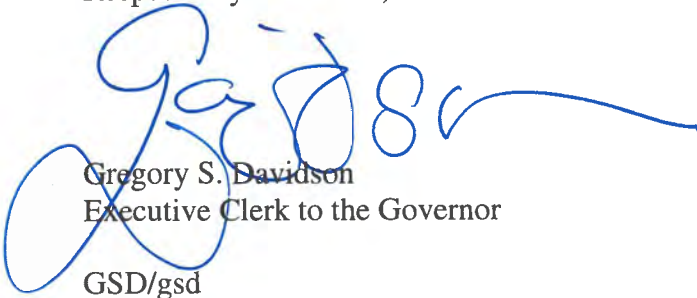
Dear Mr. Bitter:

Pursuant to his powers as Governor of the State of Texas, Greg Abbott has issued the following:

A proclamation calling an extraordinary session of the 89th Legislature, to convene in the City of Austin, at noon on Monday, July 21, 2025.

The original proclamation is attached to this letter of transmittal.

Respectfully submitted,


Gregory S. Davidson
Executive Clerk to the Governor
GSD/gsd

Attachment

PROCLAMATION

BY THE

Governor of the State of Texas

TO ALL TO WHOM THESE PRESENTS SHALL COME:

I, GREG ABBOTT, Governor of the State of Texas, by the authority vested in me by Article III, Sections 5(a) and 40, and Article IV, Section 8(a) of the Texas Constitution, do hereby call a Special Session of the 89th Legislature, to convene in the City of Austin, commencing at 12:00 p.m. on Monday, July 21, 2025, to consider and act upon the following:

Legislation to improve early warning systems and other preparedness infrastructure in flood-prone areas throughout Texas.

Legislation to strengthen emergency communications and other response infrastructure in flood-prone areas throughout Texas.

Legislation to provide relief funding for response to and recovery from the storms which began in early July 2025, including local match funding for jurisdictions eligible for FEMA public assistance.

Legislation to evaluate and streamline rules and regulations to speed preparedness for and recovery from natural disasters.

Legislation to eliminate the STAAR test and replace it with effective tools to assess student progress and ensure school district accountability.

Legislation reducing the property tax burden on Texans and legislation imposing spending limits on entities authorized to impose property taxes.

Legislation making it a crime to provide hemp-derived products to children under 21 years of age.

Legislation to comprehensively regulate hemp-derived products, including limiting potency, restricting synthetically modified compounds, and establishing enforcement mechanisms, all without banning a lawful agricultural commodity.

Legislation further protecting unborn children and their mothers from the harm of abortion.

Legislation prohibiting taxpayer-funded lobbying, including the use of tax dollars to hire lobbyists and payment of tax dollars to associations that lobby the Legislature.

Legislation, similar to Senate Bill No. 1278 from the 89th Legislature, Regular Session, that protects victims of human trafficking from criminal liability for non-violent acts closely tied to their own victimization.

Legislation that protects law enforcement officers from public disclosure of unsubstantiated complaints in personnel files.

Legislation protecting women's privacy in sex-segregated spaces.

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
3:00pm O'CLOCK

JUL 09 2025

Legislation proposing a constitutional amendment allowing the Attorney General to prosecute state election crimes.

Legislation that provides a revised congressional redistricting plan in light of constitutional concerns raised by the U.S. Department of Justice.

Legislation, similar to Senate Bill No. 648 from the 89th Legislature, Regular Session, that provides strengthened protections against title theft and deed fraud.

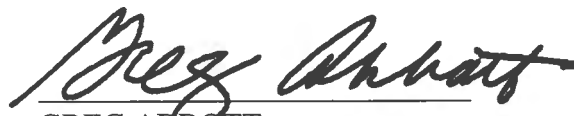
Legislation, similar to Senate Bill No. 1253 from the 89th Legislature, Regular Session, that authorizes political subdivisions to reduce impact fees for builders who include water conservation and efficiency measures.

Legislation, similar to Senate Bill No. 2878 from the 89th Legislature, Regular Session, relating to the operation and administration of the Judicial Department of state government.

The Secretary of State will take notice of this action and will notify the members of the legislature of my action.



IN TESTIMONY WHEREOF, I have hereunto signed my name and have officially caused the Seal of State to be affixed at my office in the City of Austin, Texas, this the 9th day of July, 2025.


GREG ABBOTT
Governor

Attested by:


ADAM BITTER
General Counsel
Secretary of State

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
3:00 PM O'CLOCK
JUL 09 2025

INFORMAL STAFF REPORT TO MAYOR AND CITY COUNCIL

SUBJECT:

Resolution recognizing the month of June as “Denton LGBTQIA2S+ Pride Month” in the City of Denton.

BACKGROUND:

On June 17, Council Member Beck presented a two-minute pitch to consider a resolution recognizing the month of June as “Denton LGBTQIA2S+ Pride Month” in the City of Denton. The Council did not reach the necessary consensus of six Council Members to place the proposal on a future agenda as a resolution; however, a consensus of four Council Members provided support for moving the pitch forward.

DISCUSSION:

The Council’s Two-Minute Pitch Policy (24-1725) directs staff to respond to all requests where a consensus of at least four Council Members is established with an Informal Staff Report (ISR) and/or Legal Status Report (LSR) that outlines the estimated cost and timeline of implementation, and a determination of the strategic alignment of the request.

The pitch, as presented, would not have a significant financial impact on the City. Should the requesting Council Member forward the pitch to the Agenda Committee, the Committee is scheduled to meet on August 7. Given that the pitch does not have any budgetary implications, and staff has not identified an appropriate committee to consider the pitch, staff would likely recommend to the Agenda Committee to schedule the pitch for a Work Session.

For scheduling purposes, the earliest the pitch could be scheduled for a Work Session would be September 16. Following the Work Session, and with Council direction, a resolution could be placed on a Council agenda in late September or early October.

CONCLUSION:

Upon receipt of the Informal Staff Report, Council Member Beck may indicate if the information provided satisfies his request. Should the request not be satisfied, the item will be considered by the Agenda Committee for placement on a future Work Session agenda or routing through an appropriate board, commission, or committee.

ATTACHMENTS:

1. Proposed Resolution (drafted by the requesting Council Member)

STAFF CONTACT:

Kristi Fogle
Chief of Staff
Kristi.Fogle@cityofdenton.com
(940) 349-8565

REQUESTOR: Council Member Beck

STAFF TIME TO COMPLETE REPORT: 2 hours

PARTICIPATING DEPARTMENTS: City Manager's Office

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF DENTON, TEXAS, RECOGNIZING JUNE AS DENTON LGBTQIA2S+ PRIDE MONTH, AND PROVIDING AN EFFECTIVE DATE

WHEREAS, June is the recognized anniversary of the Stonewall uprising in New York, the beginning of the modern Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual, Two-Spirit plus (LGBTQIA2S+) liberation movement celebrating their tireless efforts of pursuing equality for all; and

WHEREAS, the City of Denton has historically celebrated and recognized Pride Month and sought to continue fostering and improving its Human Rights Campaign Municipal Equality Index Rating, making Denton a city where LGBTQIA2S+ individuals and families will continue to want to live, love, work, play, and grow in happiness and equality;

WHEREAS, the first of Denton's 5 Core Values is "Inclusion," for "creating an environment where individuals and groups are valued, respected, and supported;" and

WHEREAS, the City of Denton passed a non-discrimination ordinance in March 2022 prohibiting discrimination in housing, employment, and public accommodations based on protected classes including sex, sexual orientation, and gender identity; and

WHEREAS, in May 2025, Denton residents voted in a Special Charter Amendment Election to replace all instances of gendered language with non-gendered language in the City Charter, demonstrating our commitment as a community to gender diversity and equality; and

WHEREAS, undesirable and on-going public behavior in Texas continues to threaten the health, safety, and rights of Denton's transgender community and run counter to Denton's values as an inclusive and LGBTQIA2S+ welcoming city; and

WHEREAS, celebrating Pride Month raises awareness and provides support and advocacy for the LGBTQIA2S+ community, and is an opportunity to become educated, engage in dialogue, strengthen alliances and build understanding,

NOW, THEREFORE, THE COUNCIL OF THE CITY OF DENTON HEREBY RESOLVES:

SECTION 1. The recitals in the preamble of this Resolution are incorporated into the body of this Resolution as if set forth fully herein.

SECTION 2. The City Council of the City of Denton find it in the best interest of the City of Denton, city employees, and city residents, to recognize the month of June as "Denton LGBTQIA2S+ Pride Month" in the City of Denton and encourage all city residents to celebrate the work and contributions of the LGBTQIA2S+ members of our community and re-commit to

advocating for and building a culture of inclusiveness and acceptance – during this month and every month..

SECTION 3. This Resolution shall become effective immediately upon its passage and approval.

The motion to approve this resolution was made by _____ and seconded by _____ , and the resolution was passed and approved by the following vote [____ - ____]

INFORMAL STAFF REPORT TO MAYOR AND CITY COUNCIL

SUBJECT:

Budget Work Session Follow Up

BACKGROUND:

On June 17, 2025, a Budget Work Session was held. During the session, various City Council Members requested additional information that required follow-up.

DISCUSSION:

1. What impact would a financial and or credit rating downgrade have on the City?

Municipal bonds are rated by independent credit rating agencies like S&P Global, Moody's, and Fitch. These ratings reflect an issuer's ability to repay its debts, helping investors understand the likelihood of getting their money back.

These assessments occur both when new bonds are issued and during annual reviews of existing debt. A city's credit rating directly influences its borrowing costs. A decline in a city's credit rating signals increased risk to the market, which in turn:

- Raises borrowing costs: Lenders demand higher interest rates to compensate for the elevated risk.
- Impacts existing debt: Since current debt is reviewed annually, a downgrade can affect the terms or market perception of previously issued bonds.

For instance, a 10-year AAA-rated municipal bond might yield 3.26%, while a lower-rated, high-yield municipal bond could yield 5.59%. This significant difference illustrates the risk premium investors demand for less secure bonds, making borrowing more expensive for lower-rated entities.

2. When is it appropriate to use fund balance, and how much?

It's recommended to use fund balance only for one-time expenses that exceed the regular budget and are in line with the fund balance policy. If fund balance falls below policy levels, it's crucial to have an adopted plan to bring those levels in alignment with policy in the near future. Credit rating agencies consider fund balances and fund balance policies when assessing a city's credit rating. If the City were below its fund balance targets and did not have a plan to meet fund balance policy levels, the City's credit rating would likely be negatively impacted, increasing borrowing costs.

3. How much funding is available in projects that could be moved back to the General Fund or reallocated?

Approximately \$3.2 million was transferred from the General Fund to the Catalyst, Sustainability, and Streets Fund. This item will be a discussion point during the August 9 Budget Workshop.

5. Could staff evaluate if DCTA is interested in being part of the sponsorship process for festivals?

DCTA has expressed interest in participating in the sponsorship program. The City will work in conjunction with DCTA and provide subsequent updates to the City Council. Furthermore, DCTA has independently supplied additional shuttle and bus services for the event, incurring no cost to the event organizers or attendees.

4. Is the City looking at utilizing security firms as an alternative for special events?

For FY 25-26 special events, the Police Department is assessing how security firms could be utilized and whether it's feasible.

5. What was the final cost of the Police Headquarters?

The original contract for the Police Headquarters renovation, new Substation, and Firing Range construction was \$46,039,401.00, which included a \$5.9 million Owner's Contingency. The final contract value totaled \$56,870,880, reflecting a \$10.8 million increase from the original contract amount.

This project went to bid in early 2020, just before the COVID-19 pandemic hit. As a result, the construction phase was significantly impacted by pandemic-related market disruptions. These disruptions led to increases in material costs and extended lead times, both of which contributed to higher overall project expenses.

To manage these unexpected costs, the project utilized its Owner's Contingency and secured additional funding. This extra funding addressed major cost drivers, including:

- Electrical, power, utility, and data infrastructure
- Interior finishings, openings (doors and windows), and exterior weatherproofing
- Technology, security, and audio/visual infrastructure
- Unforeseen operational impacts, temporary structures, underground infrastructure, and owner-requested adjustments

To approve the necessary supplemental funding for these changes and cost increases, the City Council passed two ordinances: Ordinance No. 21-2479 and Ordinance No. 22-2495.

STAFF CONTACT:

Jessica Williams, Chief Financial Officer

REQUESTOR:

City Council, Work Session Follow Up

STAFF TIME TO COMPLETE REPORT:

2 hours

PARTICIPATING DEPARTMENTS:

City Manager's Office

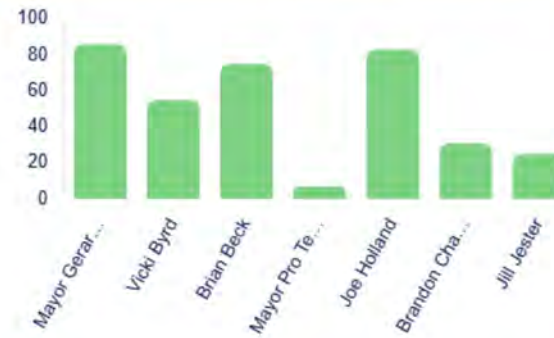
FY 24/25 Council Requests

Number of Requests Per Quarter

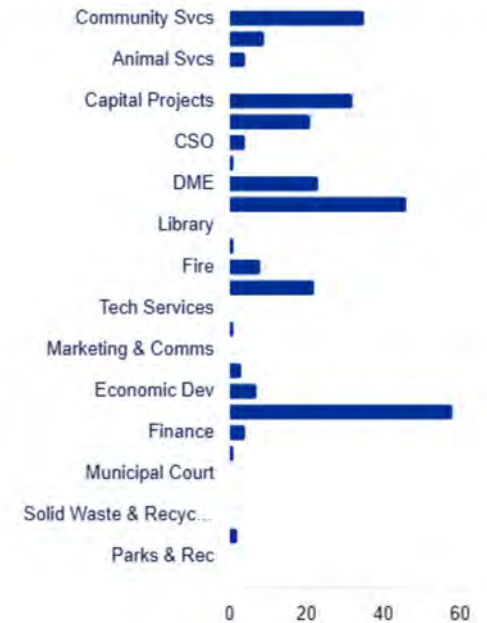


Please Note: the total number of requests per council member or department may not match, as several council members and/ or departments may be associated with a single request.

Total Requests Made by Council Member



Requests by Department



Council Requests

9



Number of Pending Requests by Council Member



Friday Report - Council Requests

	Summary of Request or Item	Council Member Requestor	Date Received	Staff Assigned	Department	Comments	Status
1	Bonnie Brae light signal timing	Mayor Hudspeth	06/30/25	farhan.butt@cityofdenton.com	Development Services	Response scheduled for 07/22	●
2	Fine Arts Theater parking	Council Member Holland	07/14/25	farhan.butt@cityofdenton.com, Scott McDonald	Development Services	Referred to staff.	●
3	New build at University and Bell	Council Member McGee	07/15/25	farhan.butt@cityofdenton.com, Jessica Robledo, Scott McDonald	Development Services Police	Referred to staff.	●
4	Stop sign on Windsor at North Lakes	Council Member Beck	07/18/25	farhan.butt@cityofdenton.com	Development Services	Referred to staff.	●
5	Speed sign in Sunset Ranch	Council Member Holland	07/17/25	Jessica Robledo	Police	PD evaluating.	●
6	Quakertown Park restroom access	Council Member McGee	07/14/25	Gary Packan	Parks	Response sent.	●
7	Donation boxes on Milam Road	Mayor Hudspeth	07/15/25	Cassey Ogden, Courtney Douangdara	CMO Community Services	Response sent. Code enforcement will provide an update.	●
8	Overgrown grass on Roselawn Drive	Mayor Pro Tem Rumohr	07/17/25	Gary Packan	Parks	Area was mowed. Response sent.	●
9	Dallas Drive parking	Mayor Hudspeth	07/14/25	Jessica Robledo	Police	Staff visited the site and provided reminders to local business employees of parking regulations.	●
10	Adding service addresses to DME notifications	Council Member Holland	07/04/25	Antonio Puente	DME	Staff provided response.	●
11	Panhandling at Denton Crossing Shopping Center	Council Member Holland	07/11/25	Jesse Kent, Jessica Robledo	Community Services Police	Street Outreach will visit the area and PD patrol will address violations.	●
12	Springside Road zoning change	Mayor Hudspeth Council Member Holland	07/14/25	Scott McDonald	Development Services	Response sent.	●
13	Encampment near McKinney and Mayhill	Mayor Hudspeth	07/15/25	Jesse Kent, Jessica Robledo	Community Services Police	CIS staff are working to address.	●
14	Jim Crystal Road damage	Mayor Pro Tem Rumohr	07/15/25	Daniel Kremer, stephen.gay@cityofdenton.com	Public Works -Streets	Response sent.	●
15	Construction on Yellowstone Street	Council Member Holland	07/17/25	seth.garcia@cityofdenton.com	Capital Projects/Engineering/Public Works	Staff provided a response to CM Holland and will reach out to the resident.	●
16	CO line item information	Council Member Beck	07/18/25	Antonio Puente, stephen.gay@cityofdenton.com	DME Water	Staff provided information.	●



City of Denton

Meeting Calendar

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

Criteria : Begin Date: 7/21/2025, End Date: 10/24/2025

Date	Time	Meeting Body	Meeting Location
<u>July 2025</u>			
7/22/2025	2:00 PM	City Council	Council Work Session Room & Council Chambers
7/23/2025	12:00 PM	Tax Increment Reinvestment Zone Number One Board	Development Service Center
7/23/2025	1:00 PM	Civil Service Commission	Cancelled
7/23/2025	4:00 PM	Capital Improvement Advisory Committee	Council Work Session Room
7/23/2025	5:00 PM	Planning and Zoning Commission	Council Work Session Room & Council Chambers
7/25/2025	9:00 AM	Community Partnership Committee	City Council Work Session Room
7/25/2025	1:00 PM	Sustainability Framework Advisory Committee	City Council Work Session Room
7/28/2025	9:00 AM	Public Utilities Board	Council Work Session Room
7/28/2025	5:30 PM	Zoning Board of Adjustment	Cancelled
7/30/2025	10:00 AM	Mobility Committee	Council Work Session Room
<u>August 2025</u>			
8/4/2025	6:00 PM	Parks, Recreation and Beautification Board	Civic Center Community Room
8/5/2025	2:00 PM	City Council	Council Work Session Room & Council Chambers
8/7/2025	8:00 AM	Agenda Committee	Council Work Session Room
8/7/2025	8:30 AM	Downtown Economic Development Committee	Development Service Center
8/7/2025	4:00 PM	Public Art Committee	Civic Center Community Room
8/8/2025	12:00 PM	Community Services Advisory Committee	Development Service Center
8/9/2025	8:00 AM	City Council	Council Work Session Room & Council Chambers

Meeting Calendar continued...

Date	Time	Meeting Body	Meeting Location
8/11/2025	9:00 AM	Public Utilities Board	Council Work Session Room
8/11/2025	3:00 PM	Development Code Review Committee	Development Services Center
8/11/2025	5:30 PM	Board of Ethics	Council Work Session Room
8/11/2025	5:30 PM	Historic Landmark Commission	Development Service Center
8/11/2025	5:30 PM	Library Board	Emily Fowler Central Library
8/13/2025	11:00 AM	Economic Development Partnership Board	Development Service Center
8/13/2025	3:00 PM	Airport Advisory Board	Airport Terminal Meeting Room
8/13/2025	5:00 PM	Planning and Zoning Commission	Council Work Session Room & Council Chambers
8/14/2025	3:00 PM	Health & Building Standards Commission	Development Service Center
8/19/2025	2:00 PM	City Council	Council Work Session Room & Council Chambers
8/22/2025	9:00 AM	Community Partnership Committee	City Council Work Session Room
8/25/2025	9:00 AM	Public Utilities Board	Council Work Session Room
8/25/2025	3:00 PM	Development Code Review Committee	Development Services Center
8/25/2025	5:30 PM	Zoning Board of Adjustment	Development Service Center
8/27/2025	10:00 AM	Mobility Committee	Council Work Session Room
8/27/2025	1:00 PM	Civil Service Commission	City Hall East Human Resources Training Room
8/27/2025	5:00 PM	Planning and Zoning Commission	Council Work Session Room & Council Chambers

September 2025

9/4/2025	8:00 AM	Agenda Committee	Council Work Session Room
9/8/2025	3:00 PM	Development Code Review Committee	Development Services Center
9/8/2025	5:30 PM	Board of Ethics	Council Work Session Room
9/8/2025	5:30 PM	Historic Landmark Commission	Development Service Center
9/8/2025	5:30 PM	Library Board	North Branch Library
9/8/2025	6:00 PM	Parks, Recreation and Beautification Board	Civic Center Community Room
9/9/2025	2:00 PM	City Council	Council Work Session Room & Council Chambers
9/10/2025	10:00 AM	Animal Shelter Advisory Committee	Animal Services Training Room

Meeting Calendar continued...

Date	Time	Meeting Body	Meeting Location
9/10/2025	11:00 AM	Economic Development Partnership Board	Development Service Center
9/10/2025	3:00 PM	Airport Advisory Board	Airport Terminal Meeting Room
9/10/2025	5:00 PM	Planning and Zoning Commission	Council Work Session Room & Council Chambers
9/11/2025	3:00 PM	Health & Building Standards Commission	Development Service Center
9/12/2025	12:00 PM	Community Services Advisory Committee	Development Service Center
9/15/2025	9:00 AM	Public Utilities Board	Council Work Session Room
9/16/2025	2:00 PM	City Council	Council Work Session Room & Council Chambers
9/18/2025	3:00 PM	Committee on Persons with Disabilities	Development Service Center
9/22/2025	3:00 PM	Development Code Review Committee	Development Services Center
9/22/2025	5:30 PM	Zoning Board of Adjustment	Development Service Center
9/24/2025	10:00 AM	Mobility Committee	Council Work Session Room
9/24/2025	12:00 PM	Tax Increment Reinvestment Zone Number One Board	Development Service Center
9/24/2025	1:00 PM	Civil Service Commission	City Hall East Human Resources Training Room
9/24/2025	5:00 PM	Planning and Zoning Commission	Council Work Session Room & Council Chambers
9/29/2025	9:00 AM	Public Utilities Board	Council Work Session Room
9/30/2025	2:00 PM	City Council	Council Work Session Room & Council Chambers

October 2025

10/2/2025	8:00 AM	Agenda Committee	Council Work Session Room
10/2/2025	8:30 AM	Downtown Economic Development Committee	Development Service Center
10/2/2025	4:00 PM	Public Art Committee	Civic Center Community Room
10/6/2025	6:00 PM	Parks, Recreation and Beautification Board	Civic Center Community Room
10/8/2025	11:00 AM	Economic Development Partnership Board	Development Service Center
10/8/2025	3:00 PM	Airport Advisory Board	Airport Terminal Meeting Room

Meeting Calendar continued...

Date	Time	Meeting Body	Meeting Location
10/8/2025	5:00 PM	Planning and Zoning Commission	Council Work Session Room & Council Chambers
10/9/2025	3:00 PM	Health & Building Standards Commission	Development Service Center
10/10/2025	12:00 PM	Community Services Advisory Committee	Development Service Center
10/13/2025	9:00 AM	Public Utilities Board	Council Work Session Room
10/13/2025	3:00 PM	Development Code Review Committee	Development Services Center
10/13/2025	5:30 PM	Board of Ethics	Council Work Session Room
10/13/2025	5:30 PM	Historic Landmark Commission	Development Service Center
10/13/2025	5:30 PM	Library Board	South Branch Library
10/14/2025	2:00 PM	City Council	Council Work Session Room & Council Chambers
10/21/2025	2:00 PM	City Council	Council Work Session Room & Council Chambers
10/22/2025		Civil Service Commission	City Hall East Human Resources Training Room
10/22/2025	5:00 PM	Planning and Zoning Commission	Council Work Session Room & Council Chambers
10/24/2025	9:00 AM	Community Partnership Committee	City Council Work Session Room

1 Street Closure Report: Upcoming Closures



SCR July 21st - 27th

	Street/ Intersection	From	To	Closure Start Date	Closure End Date	Description	Department	Department Contact	Closure Type
1	Robson Rd	I-35W	Orangewood Trail	07/18/25	07/21/25	Adding right turn lanes for Hunter's Ranch	Public Works Inspections	Gary Hatfield	Lane Closure
2	Scripture St	Bonnie Brae St	I-35 Service Rd	08/18/25	08/22/25	Sidewalk / ADA Repair	Streets	Roy San Miguel	Lane Closure

2 Street Closure Report: Current Closures

	Street/ Intersection	From	To	Closure Start Date	Closure End Date	Description	Department	Department Contact	Closure Type
1	Aileen St	Panhandle St	Cordell St	09/27/24	08/16/25	Utility installations and pavement replacement.	Engineering	Scott Fettig	Full Closure
2	Alice St	Sunset St	University Dr (US 380)	05/27/25	08/01/25	Utility installations and pavement replacement.	Engineering	Scott Fettig	Rolling Closure
3	Alice St	Panhandle St	Crescent St	05/02/25	12/05/25	Utility installations and pavement replacement.	Engineering	Megan Davidson	Full Closure
4	Apollo Dr	Redstone Rd	Selene Dr	07/24/25	02/13/26	Utility installations and pavement replacement.	Engineering	Scott Fettig	Full Closure
5	Ave A	Eagle Dr	Highland St	02/03/25	07/31/25	Utility installations and pavement replacement.	Engineering	Scott Fettig	Rolling Closure
6	Ave B	Fannin St	Margie St	11/22/24	07/31/25	Pavement replacement	Engineering	Scott Fettig	Full Closure
7	Ave D	Chestnut St	Mulberry St	05/12/25	08/15/25	Utility installations and pavement replacement.	Engineering	Megan Davidson	Full Closure
8	Ave G	Prairie St	Louise St	03/13/25	07/25/25	Utility installations and pavement replacement	Engineering	Megan Davidson	Full Closure
9	Bonnie Brae St	Conquest Dr	Windsor Dr	07/07/25	07/21/25	Removing dirt along existing back of curb and removing existing large trees along the back of curb in the same area. Contractor will also tie-in new 16-inch waterline to existing 16-inch waterline.	Engineering	Jesus Perez	Lane Closure
10	Bonnie Brae St	Conquest Dr	North Lakes Park	07/07/25	08/08/25	Contractor will be demolishing the existing street intersection of Bonnie Brae and Riney Road. The Contractor will construct the new concrete street intersection. Contractor has built a temporary concrete pavement detour to allow traffic to keep moving north and south.	Engineering	Jesus Perez	Full Closure
11	Bonnie Brae St S	Willowood St	Parvin St	06/23/25	10/24/25	Installation of drainage infrastructure, embankment work in advance of street widening. (Access to Natl Wholesale & residents only)	Engineering	Robin Davis	Full Closure
12	Brookside Dr (5700)	Trailridge Dr	@ intersection	07/21/25	08/15/25	Sidewalk Repair	Streets	Roy San Miguel	Lane Closure
13	Cactus Cir	Yucca Dr	(End of street) Cul de sac	04/28/25	09/02/25	Utilities and Pavement replacement	Engineering	Dante Hale	Full Closure
14	Carlton St	Aileen St	Malone St	07/23/25	09/19/25	Utility installations and pavement replacement.	Engineering	Scott Fettig	Full Closure
15	Chestnut St	Ave C	Ave D	05/12/25	08/15/25	Utility installations and pavement replacement.	Engineering	Megan Davidson	Full Closure
16	Clover Ln	Robinwood Ln	Glenwood Ln	11/12/24	07/31/25	Full Road Reconstruction	Engineering	Sheldon Gatewood	Full Closure
17	Congress St	Ponder St	Carroll Blvd	03/31/25	09/30/25	Utility installations and pavement replacement	Engineering	Megan Davidson	Rolling Closure
18	Congress St W	Malone St	Bryan St	01/31/25	07/25/25	Utility installations and pavement replacement	Engineering	Megan Davidson	Full Closure
19	Cordell St	Coit St	Fulton St	06/30/25	09/26/25	Full road reconstruction	Engineering	Megan Davidson	Full Closure
20	Crescent St W	Aileen St	Malone St	05/21/25	09/05/25	Utility installations and pavement replacement.	Engineering	Megan Davidson	Full Closure
21	Denton St	Hickory St	Congress St	06/02/25	11/05/25	Utility installations and pavement replacement	Engineering	Megan Davidson	Full Closure
22	Eagle Dr	Ave C	Ave A	03/17/25	08/29/25	Using it or an entrance due to elevation changes in the jobsite it is the only way to get into the site	Public Works Inspections	Collin Cole	Lane Closure
23	Ector St	Cordell St	University Dr (US380)	06/30/25	07/30/25	Sewer Line Being installed, Manholes, pipe, paving	Public Works Inspections	Collin Cole	Full Closure
24	Egan St	Carroll Blvd	Bolivar St	05/07/25	09/10/25	Utility installations and pavement replacement.	Engineering	Megan Davidson	Full Closure
25	Emery St	Alice St	Dead End (West of Fulton)	02/03/25	08/01/25	Utility installations and pavement replacement.	Engineering	Scott Fettig	Full Closure
26	Fry St	Oak St	Hickory St	04/28/25	07/25/25	Mastec relocating gas lines	Public Works Inspections	Stephany Trammell	Rolling Closure
27	Fulton St	Cordell St	Emery St	02/03/25	08/01/25	Utility installations and pavement replacement.	Engineering	Scott Fettig	Full Closure

	Street/ Intersection	From	To	Closure Start Date	Closure End Date	Description	Department	Department Contact	Closure Type
28	Glenwood Dr	Kayewood Dr	Mistywood Ln	07/21/25	07/31/25	Drainage Cut across Glenwood to remove and install new Junction Box	Drainage	Sheldon Gatewood	Full Closure
29	Hercules Ln (East bound)	Redstone Rd	Stuart Rd	07/18/25	07/31/25	Offsite utility work for Landmark at Locust project	Public Works Inspections	Alexander Cervantes	Lane Closure
30	Hercules Ln (West bound)	Redstone Rd	Stuart Rd	07/21/25	08/02/25	Offsite utility work for Landmark at Locust project	Public Works Inspections	Alexander Cervantes	Lane Closure
31	Hickory Creek Rd	Riverpass Dr	Country Club Rd (FM 1830)	03/13/23	12/31/26	Bridge Installation	Engineering	Tracy Beck	Full Closure
32	Hilltop Rd	Country Club Road (FM 1830)	@ intersection	05/27/25	09/30/25	Hilltop Road at Country Club Road will be reconstructed (new drainage, road, etc.) and new northbound right turn lane will be added to Country Club Road	Engineering	Tracy Beck	Full Closure
33	Hobson Ln	Forrestridge Dr	Country Club Rd	05/08/25	07/25/25	Utility work and turn lane construction on Hobson	Public Works Inspections	Gavin Petner	Full Closure
34	Huisache St	Aspen Dr	Yucca Dr	04/09/25	08/08/25	Utilities and Pavement replacement	Engineering	Dante Hale	Rolling Closure
35	Jim Christal Rd	Masch Branch Rd	@ Intersection	03/07/25	08/11/25	Adding 2 Lanes E/W on Jim Christal: Adding a turn Lane on Masch Branch	Public Works Inspections	Kirk Winter	Lane Closure
36	Juno Ln	Atlas Dr	Stuart Dr	04/09/25	08/08/25	Utility installations and pavement replacement.	Engineering	Scott Fettig	Rolling Closure
37	Mistywood Ln	Robinwood Ln	Glenwood Ln	04/28/25	07/31/25	Voids underground	Other	Sheldon Gatewood	Full Closure
38	Mockingbird Ln	Mingo Rd	University Dr (U.S. 380)	06/16/25	08/01/25	Bore work to install new sanitary sewer line.	Private Development	Zabdiel Mota	Lane Closure
39	Mounts Ave	Congress St W	Haynes St	03/21/25	07/25/25	Utility installations and pavement replacement	Engineering	Megan Davidson	Full Closure
40	Mulberry St	Welch St	Bernard St	11/29/24	08/01/25	Utility installations and pavement replacement.	Engineering	Scott Fettig	Full Closure
41	Mulberry St	Elm St	Carroll Blvd	03/17/25	08/01/25	Water/Wastewater connections	Public Works Inspections	Stephany Trammell	Full Closure
42	Normal St	Oak St	Scripture St	05/08/25	09/05/25	Utility installations and pavement replacement.	Engineering	Megan Davidson	
43	Northridge St	Hinkle Dr	Bolivar St	04/16/25	04/20/26	Utilities and Pavement replacement	Engineering	Dante Hale	Rolling Closure
44	Oak St	Carroll Blvd	Fry St	04/21/25	07/25/25	Mastec relocating gas lines	Public Works Inspections	Stephany Trammell	Rolling Closure
45	Oak St	Welch St	Ave C	04/28/25	07/25/25	Mastec relocating gas lines	Public Works Inspections	Stephany Trammell	Rolling Closure
46	Oak St E (109)	Austin St	@ intersection	05/19/25	08/01/25	ADA / Sidewalk Work at Intersection	Streets	Roy San Miguel	Lane Closure
47	Ocean Dr	Atlantic Dr	Nautical Ln	04/14/25	07/30/25	Sanitary Sewer install	Private Development	Gavin Petner	Full Closure
48	Parvin St	Larkhall Ln	Bonnie Brae St	07/21/25	09/05/25	Installation of Drainage Infrastructure crossing Parvin near Bonnie Brae. NO ACCESS TO BONNIE BRAE FROM PARVIN - Use Willowwood	Engineering	Robin Davis	Full Closure
49	Pershing Dr	Atlas Dr	Stuart Rd	05/08/25	12/15/25	Utilities and Pavement replacement	Engineering	Dante Hale	Full Closure
50	Ponder Ave	Oak St W	Panhandle St	06/02/25	12/31/25	Utility installations and pavement replacement.	Engineering	Scott Fettig	Rolling Closure
51	Prairie St	Welch St	Bernard St	03/13/25	07/25/25	Utility installations	Engineering	Megan Davidson	Full Closure
52	Precision Dr	Airport Rd	UNT Library Annex	04/01/25	07/31/25	Reconstruction	Engineering Other	Gio Pineiro	Full Closure
53	Redstone Rd	Hercules Ln	Neptune Dr	05/05/25	06/12/26	Utilities and Pavement replacement	Engineering	Dante Hale	Full Closure
54	Riney Rd	Bonnie Brae St	Hardaway Rd	03/08/25	08/01/25	Contractor to install 12-inch waterline to provide water to the new DISD elementary school	Engineering	Jesus Perez	Full Closure
55	Robinwood Ln	Emerson Ln	Live Oak St	11/12/24	07/31/25	Full Road Reconstruction	Engineering	Sheldon Gatewood	Full Closure
56	Robinwood Ln	Live Oak St	Kayewood Dr	01/27/25	07/31/25	Road reconstruction (Milling and C/G Removal, Stabilization)	Engineering	Sheldon Gatewood	Full Closure
57	Scripture St	Jagoe St	Ponder St	03/04/25	10/17/25	Utility installations and pavement replacement.	Engineering	Scott Fettig	Full Closure
58	Selene Dr	Neptune Dr	Stuart Rd	06/04/25	11/28/25		Engineering	Scott Fettig	Full Closure
59	Seven Oaks Ln (7912)	Clear River Ln	@ Intersection	06/23/25	08/08/25	Sidewalk Repair	Streets	Roy San Miguel	Lane Closure
60	Sun Valley Dr	Stuart Rd	Atlas Dr	06/09/25	07/25/25	Asphalt repairs for Landmark at Locust project	Public Works Inspections	Alexander Cervantes	Full Closure

	Street/ Intersection	From	To	Closure Start Date	Closure End Date	Description	Department	Department Contact	Closure Type
61	Sunnydale Ln	Sun Valley Dr	Kings Row	07/10/25	12/05/25	Utility installations and pavement replacement.	Engineering	Scott Fetting	Full Closure
62	Sunset St	Carroll Blvd	Bolivar St	07/07/25	08/31/25	Utility installations and pavement replacement.	Engineering	Scott Fetting	Full Closure
63	Sunset St	University Dr W	Carroll Blvd	01/20/25	10/16/25	Utility installations and pavement replacement.	Engineering	Scott Fetting	Full Closure
64	Trinity Rd S	McKinney St E	Mary Ln	06/09/25	08/29/25	Force Main Waterline being installed, staging area and line install. Road closed to through traffic	Public Works Inspections	Collin Cole	Full Closure
65	Union Cir (in entirety)	Chestnut St	Prairie St	05/12/25	10/01/25	Utility installations and pavement replacement.	Engineering	Megan Davidson	Full Closure
66	Welch St	Eagle Dr	Hickory St	05/31/24	10/15/25	Utility installations and pavement replacement.	Engineering	Scott Fetting	Rolling Closure
67	Westway St	Anna St	Bolivar St	01/24/25	07/31/25	Utility installations and pavement replacement.	Engineering	Scott Fetting	Full Closure
68	Yellowstone Pl	Hercules Ln	Juno Ln	06/30/25	09/01/25	Utilities and Pavement replacement	Engineering	Dante Hale	Full Closure

3 Street Closure Report: Completed Closures

	Street/ Intersection	From	To	Closure Start Date	Closure End Date	Description	Department	Department Contact	Closure Type
1	Airport Rd (FM 1515)	I35 E Frontage Rd	Airport / I35W Frontage Rd	07/07/25	07/14/25	Construction of the new alignment of Bonnie Brae connecting to Airport Road/FM 1515	Engineering	Robin Davis	Full Closure
2	Ave A	Collins St	Eagle Dr	10/08/24	06/30/25	Utility installations and pavement replacement.	Engineering	Scott Fettig	Full Closure
3	Bernard St	Lindsey St	Fannin St	08/26/24	06/20/25	Utility installations and pavement replacement.	Engineering	Scott Fettig	Rolling Closure
4	Bonnie Brae St	Airport Rd (FM 1515)	Walt Parker Dr (Main Stadium Dr)	01/06/25	07/14/25	Utility installations and pavement replacement.	Engineering	Robin Davis	Full Closure
5	Camelot St	Hercules Ln	Stuart Rd	04/28/25	06/27/25	Utilities and Pavement replacement	Engineering	Dante Hale	Rolling Closure
6	Collins St	Ave A	Bernard St	08/26/24	06/20/25	Utility installations and pavement replacement.	Engineering	Scott Fettig	Full Closure
7	Eagle Dr	Welch St	@ intersection	07/17/25	07/17/25	Asphalt repair on intersection of Welch and Eagle Dr	Public Works Inspections Streets Traffic Water	Christopher Yanez	Lane Closure
8	Granada Trail	Granada Trail	Seville Rd	06/16/25	06/27/25	installing sewer pipe	Wastewater	John, Cantu	Lane Closure
9	La Mirada (1500)	Manten Blvd	Zilda Way	06/09/25	07/04/25	Concrete Panel Repair	Streets	Roy San Miguel	Lane Closure
10	Margie St	Ave A	Ave B	11/01/24	06/30/25	Utility installations and pavement replacement.	Engineering	Scott Fettig	Full Closure
11	Morse St	Loop 288	Mayhill Rd	12/02/24	06/20/25	Water Line Replacement and Road Reconstruction	Public Works Inspections Streets Water	Kristine Stewart	Lane Closure
12	Robson Ranch Rd	Frontage Rd (SB)	Briarwood Rd	06/20/25	06/24/25	Grading of new right turn lanes	Private Development Public Works Inspections Other	Gary Hatfield	Lane Closure
13	Stuart Rd	Hercules Ln	Kings Row	06/09/25	07/18/25	Offsite utility work for Landmark at Locust project	Public Works Inspections	Alexander Cervantes	Lane Closure
14	Tawakoni Dr (5908)	Amistad Ln	at Intersection	05/19/25	06/27/25	ADA Ramp Repair	Streets	Roy San Miguel	Lane Closure
15	Unicorn Lake Blvd	State School Rd	Wind River Ln	03/25/25	06/30/25	Sanitary sewer work	Private Development	Gavin Petner	Lane Closure
16	Willowwood St	Westwood Dr	Leslie St	03/10/25	06/27/25	Sanitary sewer, water and storm sewer install	Private Development	Gavin Petner	Lane Closure