



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: City Manager's Office

CM/DCM/ACM: Sara Hensley

DATE: February 5, 2026

SUBJECT

Receive a report, hold a discussion, and give staff direction regarding the City Council's direction to move forward with a two-minute pitch to consider standardizing boards and commissions terms and streamlining related processes.

BACKGROUND

On September 9, 2025, Council Member Jill Jester presented a two-minute pitch proposing the standardization of board and commission terms and the streamlining of related processes. Her request focused on evaluating the feasibility of aligning term lengths and the nominations process, while also identifying opportunities to improve efficiency. These included reducing the frequency of certain meetings and considering the consolidation or elimination of boards and commissions to better allocate resources. The pitch received Council consensus to move forward with the development of an Informal Staff Report.

DISCUSSION

The City of Denton relies on the valuable contributions of its residents through a network of 27 boards and commissions. These bodies provide meaningful opportunities for public engagement and help shape the City's decision-making processes.

Managed by the City Secretary's Office, with departmental staff serving as liaisons, these boards and commissions play an important role in our community. City Council Members nominate residents to serve, and the City Secretary's Office ensures eligibility before presenting the nominations to Council for approval.

In FY 2024-25, the City Secretary's Office conducted a comprehensive review of all boards and commissions. As a result, several improvements were implemented including a new board liaison training, enhanced tracking of meeting minutes and attendance, and overall increased efficiency.

The review also identified ongoing challenges, such as difficulty meeting quorum and persistent vacancies. These issues contributed to the dissolution of the Internal Audit Advisory Committee and a reduction in membership of the Community Services Advisory Committee. The review did not consider the appointment or nomination processes, membership terms, meeting frequency, or the need for additional software tools.

Following Council consensus on moving Council Member Jester's two-minute pitch forward, staff solicited feedback from board liaison and department directors, while conducting a thorough review of the current boards and commissions processes, including the nomination and appointment process, term lengths and effective dates.

The attached Informal Staff Report details staff findings and recommendations to improve consistency, transparency, and efficiency across all boards and commissions.

RECOMMENDATION

The Agenda Committee should consider the following options for next steps:

- Send the pitch through the City’s boards and commissions process.
- Send the pitch through the City’s annual budget process.
- Schedule the pitch for a Council Work Session.

Staff recommend placing this item on the February 17, 2026 Work Session Agenda for Council consideration and direction.

EXHIBITS

1. Agenda Information Sheet
2. Informal Staff Report
3. Process Flow Chart

Respectfully submitted:
Kristi Fogle
Chief of Staff