



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
[www.cityofdenton.com](http://www.cityofdenton.com)

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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Department of Development Services

**DCM:** Cassey Ogden

**DATE:** May 12, 2025

### **SUBJECT**

Hold a discussion regarding the formation of a Community Outreach Subcommittee.

### **BACKGROUND**

On April 14, 2025, staff presented work session item HLC25-022, "Marketing and Outreach", to the Historic Landmark Commission (HLC) to discuss marketing the historic preservation program city-wide. The purpose was to obtain feedback on potential partnerships, event concepts and educational initiatives for fiscal year 2025-2026.

Staff outlined several outreach ideas for the Commission's consideration, along with two for consideration:

1. Create a HLC Community Outreach Subcommittee; or,
2. Have individual HLC Commissioners contact potential partners directly to determine their interest in the proposed idea(s).

The HLC expressed interest in establishing a subcommittee. Staff believes a subcommittee is beneficial for focused development of outreach strategies and subsequent recommendations to the full HLC for final decision.

Staff recommends that the subcommittee be limited to three or fewer members of the HLC to provide flexibility from the Texas Open Meetings Act requirements associated with quorum. Additionally, if four or more members of the Commission are present (i.e., quorum), then the Commission should address outreach ideas collectively instead of creating a subcommittee. If a Community Outreach Subcommittee is created, staff will provide the necessary support, documentation and contacts.

### **OPTIONS**

1. Minimum 3 commissioner votes to create the Community Outreach Subcommittee
2. Staff to continue to present outreach ideas to the Commission for direction at future meetings

### **EXHIBITS**

1. Agenda Information Sheet

Respectfully submitted:  
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Planning Director

Prepared by:  
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