



<b>Policy Number and Title:</b>	500.07 Use of Facilities for Inclement Weather
<b>Policy Section and Chapter:</b>	Community Services
<b>Policy Owner &amp; Contact:</b>	Community Services - (940) 349-7726
<b>Policy or Directive:</b>	Policy
<b>Last Revision Date:</b>	12/02/2025

## **POLICY PURPOSE STATEMENT**

Certain City of Denton (“City”) facilities are made available for public use when measures of extreme temperatures are reached or when other severe weather conditions occur. The purpose of this policy is to outline the circumstances under which these facilities will be open to the public and to establish general operational guidelines. In alignment with the City’s core value of quality service, this policy ensures that the City provides safe, responsive, and reliable support to community members during times of need. Furthermore, it is the intent of this policy to outline restrictions and priorities at each of the facilities listed herein based on the individual facility’s purpose.

## **POLICY**

### **I. Designation of Inclement Weather**

1. The City will use the National Weather Service (NWS) HeatRisk to guide inclement weather decisions related to extreme heat. As the HeatRisk increases, staff will take compounding action:
  - a. NWS HeatRisk indicates Yellow/Minor category for Denton: staff will disseminate public health safety information to at-risk populations.
  - b. NWS HeatRisk indicates Orange/Moderate category for Denton: Inclement Weather Stations will open for day cooling.
  - c. NWS HeatRisk indicates Red/Major category for Denton: the designated overnight shelter will open for overnight cooling and staff will provide reporting to City Management and City Council on shelter bed capacity and available public health reporting.
2. The City will use a combination of wind-chill and precipitation to guide inclement weather decisions related to extreme cold and will take corresponding action to the below conditions:
  - a. Pre-Cold is when the wind-chill drops below 45°F, but other cold weather conditions are not met: staff will disseminate public health safety information to at-risk populations.
  - b. Dry-Cold is when the wind-chill temperature reaches 32°F or below and less than two inches of rain or snow are forecasted in a 24-hour period: Inclement

Weather Stations will open for day warming; and the designated overnight shelter will open for overnight warming; and staff will provide reporting to City Management and City Council on shelter bed capacity.

- c. Wet-Cold is when the wind-chill drops to 40°F or below and two inches of rain or snow are forecasted in a 24-hour period: Inclement Weather Stations will open for day warming; and the designated overnight shelter will open for overnight warming; and staff will provide reporting to City Management and City Council on shelter bed capacity.

- 3. The City Manager may designate inclement weather operations at their discretion.

## **II. General Rules of Conduct**

- A. Everyone utilizing City facilities during inclement weather must follow specific facility and program policies and procedures for which notice has been provided by posting, written notice, or express verbal notice.
- B. In addition to specific facility and program posted policies and procedures, any person in a City facility who engages in disruptive behavior may be required to leave the facility. A person who engages in disruptive behavior includes but is not limited to anyone who:
  - 1. Commits or attempts to commit any activity that would constitute a violation of any federal, state, or local criminal statute or ordinance.
  - 2. Is under the influence of any controlled substance or alcohol.
  - 3. Possesses, sells, distributes, or consumes any alcoholic beverage, except during approved events where such actions are legally permitted.
  - 4. Engages in conduct that disrupts or interferes with the normal operation of the facility/program or disturbs City staff or individuals. Such conduct includes, but is not limited to, disregard of staff directives, using abusive or threatening language or gestures, unreasonably loud or boisterous physical behavior or noise.
  - 5. Intentionally destroys, damages, or defaces any City or other individual's property.
  - 6. Brings in articles that create a hazard for others due to their size, condition or substance.
  - 7. Interferes with the free passage of City staff or individuals into or out of any part of the facility.
  - 8. Brings animals inside of the facility other than registered service animals.
  - 9. Fails to be fully clothed at all times inside the facility.

## **III. The Denton Community Shelter**

- A. The Denton Community Shelter is the City's designated inclement weather shelter for daytime and overnight sheltering. During periods of inclement weather, capacity shall be expanded to accommodate anyone seeking shelter, up to the Certificate of Occupancy

## **IV. Parks and Recreation Facilities**

- A. Overview: Park and Recreational facilities are designated inclement weather stations during business hours as set forth in this policy. The activation and use of park buildings and facilities for this purpose will follow the implemented policies and guidelines established for each location.

- B. Priorities and Conflicts: Parks staff are responsible for providing a safe, clean, and comfortable environment for all park users. To that end, staff will evaluate activities and programs in progress for conflicts with inclement weather use.
  - 1. Conflicts may include, but are not limited to, incompatibility with special events or separation between minors in recreational care with adult users. It may be necessary to designate a staging area for inclement weather users that does not interfere with or pose a safety issue to ongoing programs or activities. Temporary relocation of inclement weather activities will also be considered until conflicts are resolved, and a safe environment can be established for all users.
  - 2. Additionally, staff will review any scheduled programs, events, or activities that may conflict with inclement weather use. Program and event organizers and/or renters will be notified as soon as possible of any potential conflicts in use. Similar actions will be evaluated such as establishing designated areas or temporary relocation to resolve any potential issues.
- C. Rules of Conduct: All park users are subject to the Parks and Recreation Rules of Conduct.
  - 1. Other Requests: The use of Parks and Recreation Department (“PARD”) facilities for overnight sheltering is only permitted under conditions set by Annex C Shelter and Mass Care of the City’s Emergency Management Plan.

## **V. Library Facilities**

- A. Denton Public Library facilities are designated locations for inclement weather stations during business hours as set forth in this policy. The activation and use of Library buildings and facilities for this purpose will follow the implemented policies and guidelines established for each location..
- B. Priorities and Conflicts: Library staff are responsible for providing a safe, clean, and comfortable environment for all library users. To that end, staff will evaluate activities and programs in progress for conflicts with the activation of inclement weather use.
  - 1. Conflicts may include, but are not limited to, incompatible use during special events or separation between minors in library programs with adult users. It may be necessary to designate a staging area for inclement weather users that does not interfere with or pose a safety issue to ongoing programs or activities. Temporary relocation of inclement weather activities will also be considered until conflicts are resolved, and a safe environment can be established for all users.
  - 2. Additionally, staff will review any scheduled programs, events, or activities that may conflict with inclement weather activation. Program and event organizers will be notified as soon as possible of any potential conflicts. Similar actions will be evaluated such as establishing designated areas or temporary relocation to resolve any potential issues.
- C. Rules of Conduct: All library users are subject to the Rules of Conduct for library facilities.

## **VI. Fire Stations**

- A. Overview: The public access areas of Fire Station facilities are designated locations as inclement weather stations.

- B. **Priorities and Conflicts:** The Fire Department is responsible for providing a safe, clean environment for personnel at each station. If the activation of a Fire Department facility for inclement weather use conflicts with the normal operation of the Fire Department, it may be necessary to relocate the inclement weather activities until conflicts are resolved and a safe environment can be established for all.
- C. **Rules of Conduct:** All visitors are subject to the Rules of Conduct for Fire Station visitors.

## **ROLES AND RESPONSIBILITIES**

- I. City Council**
- a. Receive and review reporting of overnight shelters, bed capacity, and availability.
- II. City Manager**
- a. Responsible for declaring Emergency Shelter
- b. Receive and review reporting of overnight shelters, bed capacity, and availability.
- III. Community Services**
- a. Maintain policies and procedures
- IV. Fire Department/ Library/ and Parks and Recreation**
- a. Providing a safe, clean, and comfortable environment for all park users.

## **DEFINITIONS**

- **Emergency Shelter and Mass Care Under the City's Emergency Management Plan**  
– Emergencies are unforeseen circumstances that require immediate action to save lives, protect property, and ensure public health and safety. Emergency shelters will be established and operated in accordance with Annex C Shelter and Mass Care of the City's Emergency Management Plan.
- **Inclement Weather** – Inclement weather refers to atmospheric conditions such as temperature, wind, and precipitation that may impact public health, safety, and city services. This includes extreme heat, cold, and hazardous weather events that require coordinated responses to protect residents, especially vulnerable populations. Weather conditions are monitored and guide the activation of cooling or warming centers and emergency shelter operations.
- **Inclement Weather Stations** – Various City facilities are designated as inclement weather stations. These facilities are heated and/or air-conditioned with public access to restrooms, water fountains, and/or seating area. The City facilities designated for inclement weather stations are guided by the conditions set forth in the sections of this policy and include following facilities:
- **Inclement weather stations with public access to restrooms, water fountains, and seating area:**
  - Denton Community Shelter (909 N. Loop 288)
- **Inclement weather stations with public access to restrooms, water fountains, and seating area available during business hours, and closed for City holidays or if the City Manager has issued an order closing City facilities:**
  - City Hall (215 E. McKinney St.)

- Development Services Center (401 N. Elm St.)
- Denton Civic Center (321 E. McKinney St.), normal operating hours
- Denton Senior Center (509 N. Bell Ave.), normal operating hours
- Denia Recreation Center (1001 Parvin St.), normal operating hours
- MLK Jr. Recreation Center (1300 Wilson St.), normal operating hours
- North Lakes Recreation Center (2001 W. Windsor Dr.), normal operating hours
- Emily Fowler Central Library (502 Oakland St.), normal operating hours
- North Branch Library (3020 N. Locust St.), normal operating hours
- South Branch Library (3228 Teasley Ln.), normal operating hours
- Central Fire Station (332 E. Hickory St.), normal operating hours
- **Inclement weather stations with public access to restrooms and water fountains available during business hours and closed if the City Manager has issued an order closing City facilities:**
  - Fire Station #2 (110 Mockingbird Ln.), normal operating hours
  - Fire Station #3 (1401 Underwood St.), normal operating hours
  - Fire Station #4 ( 2116 E. Sherman Dr.), normal operating hours
  - Fire Station #5 (2230 W. Windsor Dr.), normal operating hours
  - Fire Station #6 (3232 Teasley Ln.), normal operating hours
  - Fire Station #7 (4201 Vintage Pkwy.), normal operating hours
  - Fire Station #8 (3131 S. Colorado Blvd.), normal operating hours
  - Fire Station #9 ( 4990 Airport Rd.), normal operating hours

## REFERENCES

- [Denton Public Library Rules of Conduct Operating Policy](#)
- Emergency Management Plan 2023

## REVISION HISTORY

Revision Date	Policy Owner	Summary
7/16/2019	Fleet and Facilities	<ul style="list-style-type: none"> <li>● Initial Policy adoption and implementation</li> </ul>
12/02/2025	J. Kent Community Services	<ul style="list-style-type: none"> <li>● Policy updated to reflect on the shelters now available to the community</li> <li>● General updates to the policy template. Adding in a purpose statement, definitions, roles and responsibilities, and references.</li> <li>● Revised Policy Statement Adopted by City Council on 12/02/2025</li> </ul>