



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: City Secretary's Office

CM: Cassey Ogden, Interim

DATE: August 4, 2026

SUBJECT

Consider approval of a resolution of the City of Denton excusing the **July 22, 2026** meeting absence of a **Planning & Zoning Commission** Board Member; and providing an effective date.

BACKGROUND

Section 2-83(c) of the Denton City Code mandates board, commission, or committee members who cannot attend a meeting must contact the chairperson or an appropriate staff liaison to report the absence before the start of the meeting and provide the reason. Absences can be excused by the City Secretary if the notification is received in advance of the meeting and if the absence is for the following reasons: personal or family illness, death of a family member, jury duty, service in the armed forces, testifying before the legislature, attending a seminar involving municipal matters of importance to the member's duties, or an absence necessary for the member's business or employment. All board, commission, and committee members are provided information on the attendance requirements.

Planning & Zoning Commission Board Member **Mary Ann McDuff** reported the absence on **July 22, 2026** was due to the following: **attending a Rotary Multi-District Training Institute planning meeting**. If an absence is not excused as outlined in Section 2-83(c)(1)(a), a member may submit a request to have the absence excused by the City Council no later than ten business days after the date the absence occurred, and an item will be placed on the next available City Council agenda for consideration (*See Section 2-83(c)(1)(b)*). Member **McDuff** filed the request within the timeline required. The request is being formally presented to City Council.

EXHIBITS

Exhibit 1 – Agenda Information Sheet
Exhibit 2 – Resolution

Respectfully submitted:
Kristi Fogle
Interim City Secretary