



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Economic Development

ACM: Christine Taylor

DATE: July 24, 2024

SUBJECT

Receive nominations and elect a secretary for the Tax Increment Reinvestment Zone Number One.

BACKGROUND

The Secretary position for the Board is currently Christina Davis, Economic Development's Business Development Administrator, who was appointed Board Secretary in November 2022. In an effort to align the duties of the Board Secretary and those completed by administrative staff, City staff is recommending the Board consider the nomination of Vanessa Esparza for the position.

Section 4. Secretary. The secretary shall keep the minutes of all meetings of the Board of Directors in books provided for the purpose, he/she shall have charge of such books, records, documents and instruments as the Board of Directors may direct, all of which shall at all reasonable times be open to inspection, and he/she shall in general perform all duties incident to the office of secretary subject to the control of the City Council and the Board of Directors. The function of Secretary may be performed by City Staff.

EXHIBITS

Exhibit 1 – Agenda Information Sheet

Respectfully Submitted,
Vanessa Esparza
Administrative Assistant