



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: City Manager's Office

CM: Sara Hensley

DATE: April 15, 2025

SUBJECT

Receive a report, hold a discussion, and give staff direction regarding remote participation of Planning and Zoning Commission meetings.

BACKGROUND

On January 7, 2025 a 2-minute pitch was presented by Mayor Pro Tem Meltzer resulting in consensus for an Informal Staff Report ("ISR"). ISR 2025-25 was issued on January 24, 2025 relevant to the 2-minute pitch. Following the ISR, the item was presented to the Agenda Committee on February 6, 2025 at which time Committee consensus was to move forward with a Work Session presentation.

While remote access offers flexibility for commissioners, it is essential to evaluate its operational and logistical impacts. Hybrid meetings require additional planning, technical integration, and oversight. Key challenges include meeting efficiency and unpredictability.

To ensure consistency and avoid setting a broader precedent, the City has limited remote participation to City Council meetings. Expanding this option to the Planning and Zoning Commission would introduce additional complexities, increasing preparation time and placing further demands on staff to facilitate seamless communication. While there may be budgetary implications, the primary impact would be on staff capacity and production timelines. Implementing remote participation would divert resources from other video production projects and social media content, though the exact impact is difficult to quantify.

The Texas Open Meetings Act allows remote participation, enabling members to engage in discussions and vote on agenda items. However, remote participants do not count toward the quorum required to convene a meeting. The Planning and Zoning Commission requires a quorum of four members.

EXHIBITS

Exhibit 1 Agenda Information Sheet

Exhibit 2 Presentation

Exhibit 3 Informal Staff Report

Respectfully submitted:
Billy Matthews
DTV Manager