



# City of Denton

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

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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Finance  
**ACM:** Christine Taylor  
**DATE:** February 13, 2026

### **SUBJECT**

Receive a report and hold a discussion regarding Section 2.83(c) of the City Code which governs boards, commissions, and committees specifically related to the attendance policy.

### **BACKGROUND**

The attendance policy for City of Denton boards, commissions, and committees is governed by [Section 2.83\(c\) of the Code of Ordinances](#). The Code states that members shall attend regularly scheduled meetings and must contact staff prior to the meeting if they are unable to attend. Absences can be excused 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
- An absence necessary for the member's business or employment

If the absences do not meet one of the criteria above, then the member has the ability to request the absence be excused by City Council or leave the absence as unexcused. An unexcused absence of a member for more than three meetings in a year or 50 percent of regular meetings in a year shall be considered cause for removal from the board by City Council. The City Secretary is required to report board attendance to City Council quarterly.

In order to follow City procedures, Bond Oversight Committee Members are required to notify staff prior to the meeting if they will be absent and complete the online Board Member [Notification of Absence Form](#) up to 10 business days after the meeting.

### **EXHIBITS**

Exhibit 1 – Agenda Information Sheet  
Exhibit 2 – Attendance Presentation

Respectfully submitted:  
Matt Hamilton  
Chief Financial Officer