



MEMORANDUM

DATE: March 25, 2026
TO: Sustainability Framework Advisory Committee
FROM: Katherine Barnett, Sustainability Manager
SUBJECT: Sustainability Framework Advisory Committee Appointment Process

At the February 25, 2026, Sustainability Framework Advisory Committee (SFAC) meeting, the Committee Chair requested information about vacancies and the appointment process for the SFAC. Appointments for vacant SFAC positions follow the appointment process for all boards and commissions as outlined on page 7 of the City of Denton Boards and Commissions Handbook. <https://www.cityofdenton.com/DocumentCenter/View/867/Boards-and-Commissions-Handbook-PDF>

Briefly, each City Council member is responsible for making nominations for board and commission places assigned to him or her. Individual City Council members make nominations to the full City Council for approval or disapproval. In a January 16th, 2026, Informal Staff Report, ISR 2026-016, regarding standardizing boards and commissions and streamlining related processes, it was noted that the City currently operates a year-round application process, and the City Secretary's Office (CSO) shares submitted applications with Council Members to assist in the nomination process. It was also reported that currently, the CSO sends applications to each Council Member at least quarterly, with a report of vacancies needing their nomination from the pool of applications submitted.

A new recruiting process was recommended in the ISR and has not yet been acted upon by the City Council.

Staff will provide additional information as it becomes available.

OUR CORE VALUES

Inclusion • Collaboration • Quality Service • Strategic Focus • Fiscal Responsibility