



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 18, 2023

SUBJECT

Receive a report, hold a discussion, and give staff direction on pending City Council requests for:

- 1) Request for a Work Session to discuss traffic safety on West US 380.
[Estimated Presentation/Discussion Time: 30 minutes]

BACKGROUND

During the annual City Council retreat on Saturday, August 21, 2021, the City Council agreed to amend their current ordinance and the process by which they ensure there is a consensus of the City Council regarding the use of staff time when responding to requests from elected officials that anticipate taking more than two hours to complete or if there is a City Council policy decision to be made. The process developed during the retreat was further discussed and formally adopted at the September 28, 2021, City Council meeting (**Exhibit 2**).

Staff will review one outstanding request for information per elected official during each work session. The weekly work session process will include staff introducing the requested topic followed by the requesting elected official having up to two minutes to describe and justify their request. Remaining elected officials will then have up to one minute to provide feedback and indicate their support for the use of staff time to respond to the request. Staff will respond to all requests where a consensus of at least four elected officials is established. To the extent possible, responses will be provided in the requested format including Informal Staff Reports, Legal Status Reports, City Council work session topics, or ordinances and resolutions to be considered on future City Council agendas. The Agenda Committee will assist in scheduling items receiving consensus based upon priority offered by Council Members, work session availability, and readiness of the item depending upon the total number of staff hours needed to develop, and the departments involved.

As guidelines for Council Members to note and offer their priority while supporting an item, the following general categorization could be used to indicate any Council Member's support in order to assist staff and the Agenda Committee. The following takes into consideration the perceived urgency, impact, and/or importance of the item. It is a general framework only to help offer some prioritization, especially in consideration of other scheduled Council priorities, major goals and projects, and scheduled work.

- **High** – Time sensitivity of the item is significant; the item is critical to the community or organization; and/or the item is of such importance that it should take precedence over other scheduled priorities, projects, or items.
- **Moderate** – The item is somewhat time-sensitive; the item has a valuable impact to the community or organization; and/or the item is important but should be integrated into work plans accordingly.
- **Low** – The item is not time-sensitive; the item has an impact, but it is limited; and/or the item should be scheduled into work plans where possible but should not affect or delay other scheduled work.

The following items will be discussed during this work session:

1) Request for a Work Session to discuss traffic safety on West US 380.

- a. **Requestor:** Council Member Davis
- b. **Council Member Request:** I'd like to make a 2-minute pitch to ask for a work session to discuss traffic safety on West US 380, what the City of Denton can do to increase safety on West US 380, and to request that a TXDOT representative be present to inform us what they are doing to increase safety on West US 380.
- c. **Staff information:** If the City Council wishes to move forward with this request, staff will prepare a future Work Session item.
- d. **Date Requested:** April 12, 2023
- e. **Format for response:** Work Session

EXHIBITS

Exhibit 1 – Agenda Information Sheet

Exhibit 2 – Ordinance No. 21-1837

Exhibit 3 – Presentation

Respectfully Submitted:

Monica Benavides

Assistant to the City Manager