

## COMMITTEE ON CITIZEN ENGAGEMENT MINUTES

November 1, 2016

After determining that a quorum was present, the Committee on Citizen Engagement convened in a meeting on November 1, 2016 at 10:31 a.m. in the City Hall Conference Room at City Hall, 215 E. McKinney Street, Denton, Texas.

PRESENT: Mayor Pro Tem Kevin Roden, Council Member Dalton Gregory, and Council Member Keely Briggs.

### **A. Receive a report, hold a discussion, and give staff direction regarding the development of the City's website.**

Alison Ream, Administrative Services Manager, gave a presentation the development of the City's website, including a preview of design concepts.

Mayor Pro Tem Roden asked that, in addition to the updated features, all of the current forms offered would still be available on the new website

The Committee discussed colors chosen for the model presented and expressed concern about the readability and shade of the homepage navigation colors. Committee members asked for additional color options and if there would be a period of time after launch when changes could be made to the website without incurring additional expense. Ream responded that there is a 30-day warranty period included in the contract.

Roden asked about the process for determining the content for each page. Ream explained that PCO reviewed analytics and worked with department staff to develop their content and organize it for the users. Ream added that PCO would work to establish guidelines for website content in the future.

Council Member Gregory expressed concern about the ability of departments to add content needed on the website.

Council Member Briggs commented that some of the photos presented appeared to be staged.

Gregory asked that photos used on the site reflect diversity of ages and ethnicities.

Roden asked that the launch of the Open Records Software be communicated to the full Council.

Ream said that the anticipated website launch date would be December 6, 2016. Assistant City Manager Bryan Langley mentioned that staff would send the design concepts to the Committee for further review and would look into other color options.

### **B. Receive a report, hold a discussion regarding Open Data initiatives.**

Melissa Kraft, Chief Technology Officer, gave a presentation on the use of open data, including examples of its use and a demonstration of the City's updated open data portal.

Kraft announced that the City of Denton had joined the US City Open Data Census, and that the City's commitment to open data contributed to the City of Denton receiving an award from the National League of Cities.

**C. Management Report.**

i. Citizen Survey

Ream stated that an RFP is forthcoming in 2017 for the Citizen Survey.

ii. Open Records Software

Ream stated that the open records software has been implemented.

iii. PCO Year in Review

Ream handed out a PCO Year-In-Review booklet and discussed the departments accomplishments for 2016.

**D. Set Next meeting date and topics for discussion**

Roden asked if anyone had any topics for discussion. Briggs asked for a discussion of online message boards on the November 8 City Council meeting. Roden asked for a future discussion of Planning notification practices.

With no further business, the meeting was adjourned at 11:58 a.m.