



City of Denton

City Hall
215 E. McKinney St.
Denton, Texas 76201
www.cityofdenton.com

Meeting Agenda

Economic Development Partnership Board

Thursday, June 6, 2024

8:30 AM

Development Service Center

Downtown Economic Development Committee

After determining that a quorum is present, the Downtown Economic Development Committee of the City of Denton, Texas, will convene in a Regular Meeting on Thursday, June 6, 2024, at 8:30 a.m. in the Development Service Center Training Rooms 1 and 2 at 401 N. Elm Street, Denton, Texas at which the following items will be considered:

1. ITEMS FOR CONSIDERATION

- A. [EDP24-043](#) Consider approval of the minutes of May 8, 2024.

Attachments: [Exhibit 1 - May 2, 2024 DEDC Minutes - DRAFT](#)

2. WORK SESSION

- A. [EDP24-044](#) 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.

Attachments: [Exhibit 1 - Agenda Information Sheet](#)
[Exhibit 2 - Board Member Notification of Absence Form](#)
[Exhibit 3 - DEDC Attendance Presentation](#)

- B. [EDP24-045](#) Receive a report and hold a discussion regarding an ongoing downtown parking study.

Attachments: [Exhibit 1 - Agenda Information Sheet](#)
[Exhibit 2 - Presentation](#)

- C. [EDP24-046](#) Staff Reports:
1. Parks and Recreation Halloween Denton Update - Rameir Martin
 2. Main Street Program Update - Kristen Pulido
 3. Future Agenda Items - Christine Taylor

Attachments: [Exhibit 1 - Agenda Information Sheet](#)
[Exhibit 2 - Halloween Denton Update Presentation](#)
[Exhibit 3 - Queue of Agenda Items](#)

3. CONCLUDING ITEMS

A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Downtown Economic Development Committee or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting AND Under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

NOTE: The Downtown Economic Development Committee reserves the right to adjourn into a Closed Meeting on any item on its open meeting agenda consistent with Chapter 551 of the Texas Government Code, as amended, or as otherwise allowed by law.

CERTIFICATE

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on May 31, 2024, in advance of the 72-hour posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

OFFICE OF THE CITY SECRETARY

NOTE: THE CITY OF DENTON'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE ACCOMMODATION, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST 48 HOURS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY SECRETARY'S OFFICE AT 940-349-8309 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD) BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATION CAN BE ARRANGED.



City of Denton

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Legislation Text

File #: EDP24-043, **Version:** 1

AGENDA CAPTION

Consider approval of the minutes of May 8, 2024.

**MINUTES
CITY OF DENTON
DOWNTOWN ECONOMIC DEVELOPMENT COMMITTEE
May 2, 2024**

After determining that a quorum was present, the Downtown Economic Development Committee convened on May 2, 2024, at 8:33 a.m., in the Development Service Center, Training Room 1 & 2, 401 N. Elm Street, Denton, Texas, 76201.

PRESENT: Jeremy Fykes (Chair), Jason Bodor, Peggy Capps, Kristen Kendrick-Bigley, Melissa Lenaburg, Rina Maloney, Brock McKnight, Bob Moses, Nick Miller, and Krissi Oden

ABSENT: Hank Dickenson (Vice-Chair), Beth Lewis, and Jill Herbst

STAFF PRESENT: Scott Bray, Carlotta Cowan, Courtney Douangdara, Vanessa Esparza, Councilmember Joe Holland, Kristen Pulido, Brittany Sotelo, Christine Taylor, and Matilda Weeden

1. ITEMS FOR CONSIDERATION

A. EDP24-036 Consider approval of the minutes of April 4, 2024.

Capps made a motion. Miller seconded the motion. Motion carried. (10-0)

AYES (10): Bodor, Capps, Fykes, Kendrick-Bigley, Lenaburg, Maloney, McKnight, Moses, McKnight, Miller, and Oden

NAYS (0): None

2. WORK SESSION

B. EDP24-037 Receive a report and hold a discussion regarding downtown capital improvement project updates.

Staff presented the item and discussion followed. No action was taken.

C. EDP24-038 Staff Reports:

- 1. Downtown Master Plan Update - Cameron Robertson**
- 2. Main Street Program Update - Kristen Pulido**
- 3. Future Agenda Items - Christine Taylor**

Staff presented each item and discussion followed. No action was taken.

3. CONCLUDING ITEMS

With no further business, the meeting adjourned at 9:12 a.m.

Jeremy Fykes, Chair
Downtown Economic Development Committee

Vanessa Esparza
Administrative Assistant

Minutes Approved On: _____



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Legislation Text

File #: EDP24-044, **Version:** 1

AGENDA CAPTION

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.



AGENDA INFORMATION SHEET

DEPARTMENT: Economic Development

ACM: Christine Taylor, Assistant City Manager

DATE: June 6, 2024

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

To align the Economic Development boards with other City of Denton boards, commissions, and committees, the Downtown Economic Development Committee (DEDC) will be following the attendance policies of the City's Code of Ordinances. Specifically, this will mean reporting absences and tracking the attendance of each board member.

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 generally 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 does 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 following this meeting, DEDC Board Members will be required to notify staff prior to the meeting if they will be absent and complete the Board Member Notification of Absence Form included as **Exhibit 2**.

EXHIBITS

Exhibit 1 – Agenda Information Sheet

Exhibit 2 – Board Member Notification of Absence Form

Exhibit 3 – DEDC Attendance Presentation

Respectfully submitted:

Vanessa Esparza

Administrative Assistant



B&C NOTIFICATION OF ABSENCE

Per Section 2.83(c) of the Denton City Code, *Members who cannot attend the meeting must contact the chairperson or an appropriate staff liaison concerning his or her absence prior to the meeting. Please also include citysecretary@cityofdenton.com in the notification email.*

MEMBER INFORMATION		
Name	Email	Phone

Date of absence: _____

What board, commission, or committee does this absence apply to?

- Select only one - Submit one form per absence

- | | |
|--|--|
| <input type="checkbox"/> Airport Advisory Board | <input type="checkbox"/> Internal Audit Advisory Committee |
| <input type="checkbox"/> Animal Shelter Advisory Committee | <input type="checkbox"/> Library Board |
| <input type="checkbox"/> Board of Ethics | <input type="checkbox"/> Parks, Recreation and Beautification Board |
| <input type="checkbox"/> Committee on Persons with Disabilities | <input type="checkbox"/> Planning and Zoning Commission |
| <input type="checkbox"/> Community Services Advisory Committee | <input type="checkbox"/> Public Art Committee |
| <input type="checkbox"/> Denton Code Review Committee | <input type="checkbox"/> Public Utilities Board |
| <input type="checkbox"/> Denton Police Department Chief of Police Advisory Board | <input type="checkbox"/> Sustainability Framework Advisory Committee |
| <input type="checkbox"/> Health and Building Standards Commission | <input type="checkbox"/> Traffic Safety Commission |
| <input type="checkbox"/> Historic Landmark Commission | <input type="checkbox"/> Zoning Board of Adjustment |
| | <input type="checkbox"/> Economic Development Boards |

Reason for Absence (Select only one criteria, as applicable. If not noted, see section below.)

1. personal or family illness
2. death of a family member
3. jury duty
4. service in the armed forces
5. testifying before the legislature
6. attending a seminar involving municipal matters of importance to the member's duties
7. absence necessary for the member's business or employment
8. OTHER: _____

If your absence is determined to be unexcused (not clearly meeting Criteria 1-7), would you like the City Secretary to submit a request to the City Council to excuse your absence? Yes No

Signed by: _____

Attendance Policy

EDP24-044
June 6, 2024
**Downtown Economic
Development Committee**



Board Attendance Policy

- Originally adopted in 1966 and expanded for additional excused absences in 2000 and modified in 2020 to include procedures for absences.
- Every board member shall attend regularly scheduled meetings.
- Members unable to attend shall notify the Chair or staff prior to the meeting.
- Cause for removal:
 - Unexcused absences of **more than 3 or 50% of meetings;**
 - Regularly scheduled meetings; and
 - In any one year.

Excused Absences

- 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



Procedure

- If a Board Member knows they will be unable to attend a meeting:
 - Notify the Board Secretary (Vanessa Esparza).
 - Fill out the Board Absentee Form.
 - If unexcused, the Commission Member can:
 - Leave as unexcused.
 - Request the absence come before the City Council for consideration to excuse.
- Board and Commission attendance will be provided to the City Council quarterly.

Questions?





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Legislation Text

File #: EDP24-045, **Version:** 1

AGENDA CAPTION

Receive a report and hold a discussion regarding an ongoing downtown parking study.



City of Denton

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AGENDA INFORMATION SHEET

DEPARTMENT: Economic Development

ACM: Christine Taylor, Assistant City Manager

DATE: June 6, 2024

SUBJECT

Receive a report and hold a discussion regarding an ongoing downtown parking study.

EXHIBITS

Exhibit 1 – Agenda Information Sheet

Exhibit 2 – Presentation

Respectfully submitted:
Matilda Weeden
Economic Development Specialist

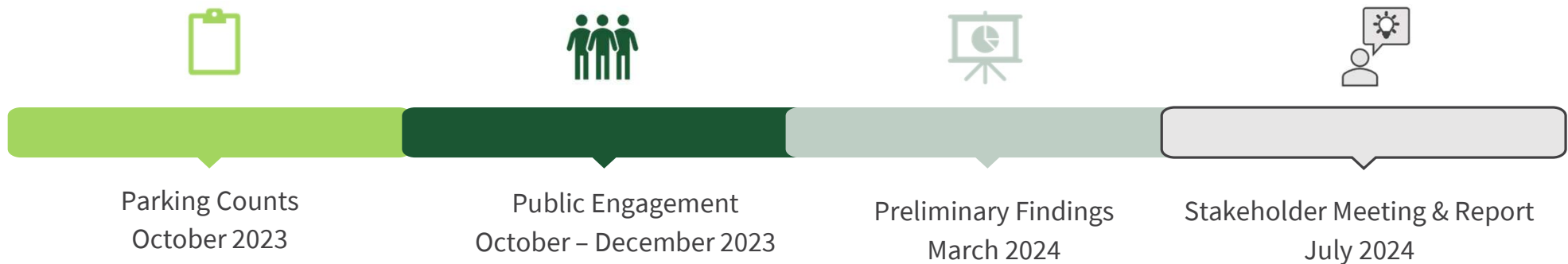


Downtown Denton Parking Study Update Transportation Services Division

June 06, 2024

Project Goals & Schedule

- Identify public parking supply in the downtown area
- Evaluate current and future parking demand
- Identify parking issues, concerns, and needs
- Develop strategies for improved and effective management of parking for a park-once and walk first strategy



Community Engagement Recommendations

- Eliminate “predatory” ticketing and towing
- Provide public access to private lots, especially on Saturdays
- Provide wayfinding for ADA parking spaces, public parking locations, and signage for paid vs. unpaid parking
- Indicate available parking spaces (i.e. red and green light technology)
- Provide parking garage
- Provide employee parking, especially on the Square
- Consider restricting access to the Square on Saturdays to make it walkable and bikeable
- Provide electric charging stations
- Enhance walkability and bikeability

Next Steps

- Incorporate the feedback into the project recommendations
- City will use the parking toolbox along with recommendations from other efforts to improve the downtown experience
 - Coordinate with Downtown Master Plan Team
 - Citywide parking study planned soon



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Legislation Text

File #: EDP24-046, **Version:** 1

AGENDA CAPTION

Staff Reports:

1. Parks and Recreation Halloween Denton Update - Rameir Martin
2. Main Street Program Update - Kristen Pulido
3. Future Agenda Items - Christine Taylor



AGENDA INFORMATION SHEET

DEPARTMENT: Economic Development

ACM: Christine Taylor, Assistant City Manager

DATE: June 6, 2024

SUBJECT

Staff Reports:

1. Parks and Recreation Halloween Denton Update – Rameir Martin
2. Main Street Update – Kristen Pulido
3. Future Agenda Items – Christine Taylor

BACKGROUND

Halloween Denton

The Parks and Recreation Team is coordinating a month-long Halloween event to boost tourism, increase community engagement and showcase Denton’s creativity. The event will host over 60 events with the help from multiple city departments and community partners.

Main Street Update

Denton Main Street Association kicked off their 31st year for Twilight Tunes on May 2. Twilight Tunes is a free concert series that takes place in the Historic Downtown Square on the Denton County Courthouse lawn every Thursday throughout May and June, ending with Make Music Day on Friday, June 21. Twilight Tunes features local musicians and helps promote local businesses and non-profits. The May Downtown Beautiful Business Award winner was True Leaf for their continuous beautification efforts. On May 24, Main Street and the City, along with several partner organizations hosted the Imagine the Possibilities tour which hosted developers, investors and entrepreneurs to view development opportunities in Downtown Denton. There have been three new businesses open, Old Bear Vintage (second location), Pepe La Barbershop, and Black Locust Studio. Four businesses have closed, La Mexicana, El Chaparral, Casa Galaviz, and The Never Sleep.

Future Agenda Items:

An overview of current items in the Agenda Queue and discussion of possible future agenda items.

EXHIBITS

- Exhibit 1 – Agenda Information Sheet
- Exhibit 2 – Halloween Denton Update Presentation
- Exhibit 3 – Queue of Agenda Items

Respectfully submitted:
Matilda Weeden
Economic Development Specialist

Mission: Halloween Denton

June 2024

Objectives



Increase Tourism, Sales Tax, Hotel Occupancy Tax



Boost Economic Impact



Community Engagement



Enhance Denton Culture

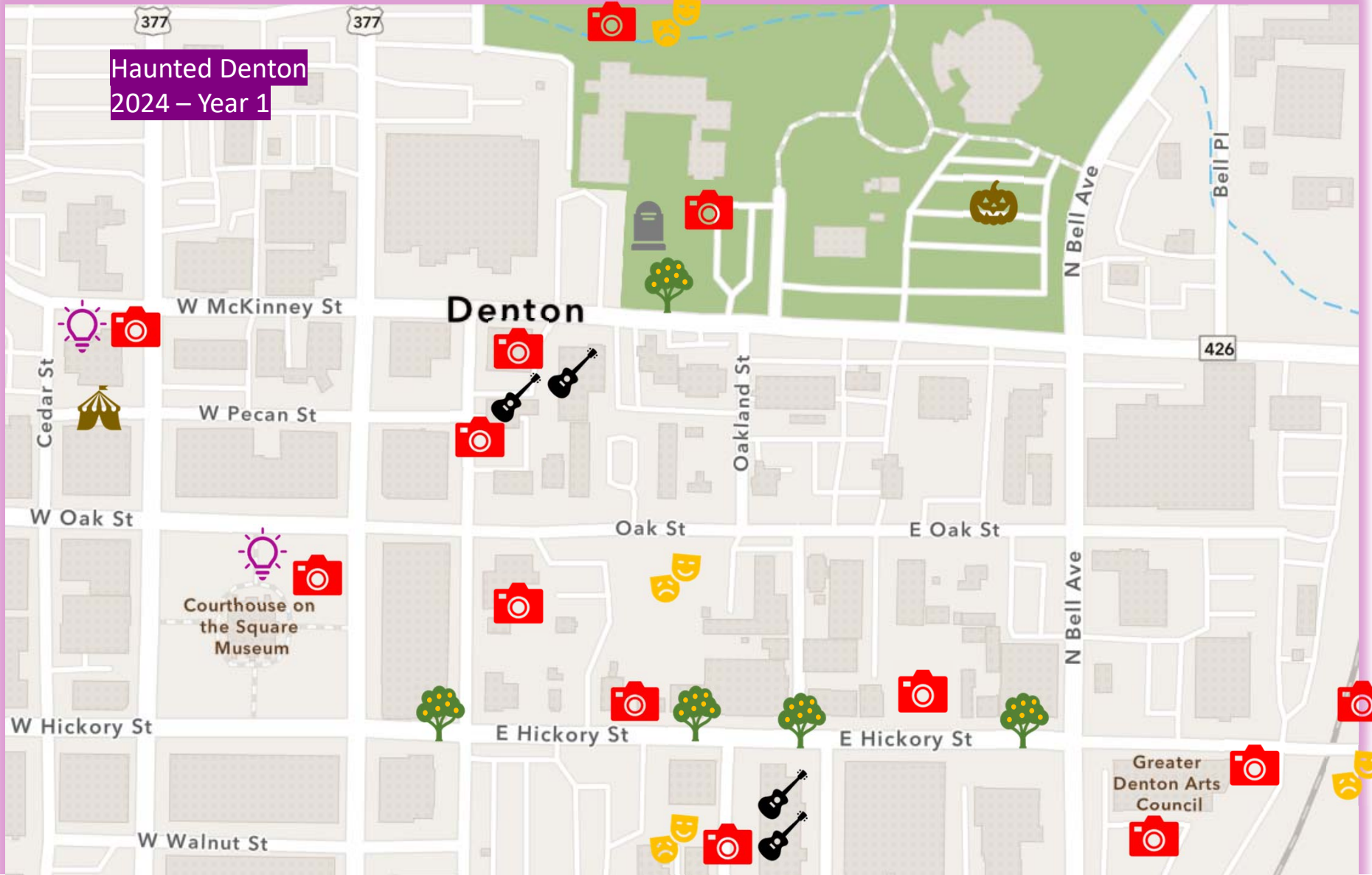


Enhance Public Spaces



Showcase Creativity

Haunted Denton
2024 – Year 1





HALLO-WING TRUNK OR TREAT



Halloween Denton Partnerships – Over 80 Events

- City of Denton
- Denton County
- Greater Denton Arts Council
- UNT
- TWU
- Denton Main St Association
- Local Entertainment Facilities
- NTX Roller Derby
- Alamo Drafthouse
- DCTA
- Geezerpalooza / Dentonpalooza
- Every Witch Way Markets
- Arts & Jazz Festival
- Day of the Dead
- Denton Area Running Club
- Denton Ghost Tours
- Characters & Vehicles
- More to come.....

Downtown Economic Development Committee

Meeting Dates	Item	Staff	Time
Thursday, June 6, 2024			
Work Session	Attendance Update	Charlie Rosendahl	15
Work Session	Downtown Parking Study Update	Transportation Services Team	15
Staff Report	Parks and Recreation Halloween Denton Update	Rameir Martin	15
Staff Report	Main Street Update	Kristen Pulido	10
Staff Report	Future Agenda Items	Christine Taylor	5
			60
Thursday, August 1, 2024			
Items for Consideration	Fine Arts Façade Grant	Kristen Pulido	15
Items for Consideration	New Member Nominations	Staff	10
Staff Report	Muse Street Update	Trevor Crain/Seth Garcia	10
Staff Report	Downtown Master Plan Update	Cameron Robertson	10
Staff Report	Main Street Program Update	Kristen Pulido	5
			50
Thursday, September 5, 2024			
Work Session	Ambassador Program Update	Megan Ball	15
Staff Report	Main Street Program Update	Kristen Pulido	5
			20
Thursday, October 3, 2024			
Items for Consideration	Vice Chair appointment	Staff	5
Work Session	New member orientation	Staff	10
Work Session	Main Street Quarterly Report	Kristen Pulido	10
			25
Thursday, November 7, 2024			
Staff Report	Main Street Program Update	Kristen Pulido	5
Thursday, December 5, 2024			
Work Session	Ambassador Program Update	Megan Ball	15
Staff Report	Main Street Program Update	Kristen Pulido	5
			20