

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF DENTON, A TEXAS HOME-RULE MUNICIPAL CORPORATION, AUTHORIZING THE CITY MANAGER TO EXECUTE STANDARD VENDOR FORMS FROM CITY VENDORS, CITY ACCOUNT HOLDERS, AND OTHER SIMILAR ENTITIES RELATED TO PREVIOUSLY EXECUTED CONTRACTS IN WHICH THE CITY IS A PARTY, THE CITY BEING CREATED AS A PAYEE, OR AS PART OF THE DAY TO DAY FINANCE AND PROCUREMENT OPERATIONS; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City's Finance department manages the City procurement process and bank depository contracts; and

WHEREAS, the completion and submittal of vendor forms is customary for transactions in which the City is a party; and

WHEREAS, said vendor forms are ancillary to approved contracts or for contracts not requiring City Council approval; and

WHEREAS, the City must regularly complete and submit vendor forms in order to perform day-to-day operations; and

WHEREAS, City Council wishes to delegate authority to City Manager, or their designee, to execute these routine vendor forms without further City Council direction; and

WHEREAS, the City has determined that it is the public interest to authorize the City Manager, or their designee, to execute these documents administratively; NOW, THEREFOR,

THE COUNCIL OF THE CITY OF DENTON HEREBY ORDAINS:

SECTION 1. The recitations contained in the preamble of this ordinance are incorporated herein by reference as findings of the City Council.

SECTION 2. The City Council approves and authorizes the City Manager, or designee, to execute vendor forms requested by City vendors, City account holders and other similar entities related to approved contracts, contracts not requiring City Council approval, and the day-to-day City procurement and finance operations without further authority, guidance, or direction from the City Council, and is further authorized to carry out the rights, duties, obligations, and responsibilities of the City with respect to such forms, provided, however, that the authority provided for herein does not authorize the amendment to any provision in contracts approved or executed prior to the completion of such forms.

SECTION 3. The City Council approves and authorizes the City Manager, or designee, to take such additional actions as the City Manager or designee determines to be necessary and advisable to continue to effectuate the purpose, terms and conditions of such forms.

SECTION 4. The City Council hereby ratifies previously executed vendor forms as described herein and approved of by City staff.

SECTION 5. This ordinance shall become effective immediately upon its passage and approval.

The motion to approve this ordinance was made by _____ and _____ seconded _____ by _____, the ordinance was passed and approved by the following vote [____ - ____]:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Gerard Hudspeth, Mayor:	_____	_____	_____	_____
Vicki Byrd, District 1:	_____	_____	_____	_____
Brian Beck, District 2:	_____	_____	_____	_____
Suzi Rumohr, District 3:	_____	_____	_____	_____
Joe Holland, District 4:	_____	_____	_____	_____
Brian Chase McGee, At Large Place 5:	_____	_____	_____	_____
Jill Jester, At Large Place 6:	_____	_____	_____	_____

PASSED AND APPROVED this the _____ day of _____, 2025.

GERARD HUDSPETH, MAYOR

ATTEST:
INGRID REX, INTERIM CITY SECRETARY

BY: _____

APPROVED AS TO LEGAL FORM:
MACK REINWAND, CITY ATTORNEY

BY: _____
Digitally signed by Susan Keller
Date: 2025.10.13 09:16:51 -05'00'