

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF DENTON, A TEXAS HOME-RULE MUNICIPAL CORPORATION, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH LABOR FIRST, LLC DBA RETIREE FIRST, LLC, TO PROVIDE ADMINISTRATION OF POST-65 RETIREE MEDICAL/RX COVERAGE FOR THE CITY OF DENTON RETIREES; PROVIDING FOR THE EXPENDITURE OF FUNDS THEREFOR; AND PROVIDING AN EFFECTIVE DATE OF JANUARY 1, 2023 (RFP 7981 – AWARDED TO LABOR FIRST, LLC DBA RETIREE FIRST, LLC, FOR THREE (3) YEARS, WITH THE OPTION FOR TWO (2) ADDITIONAL ONE (1) YEAR EXTENSIONS, IN THE TOTAL FIVE (5) YEAR NOT-TO-EXCEED AMOUNT OF \$7,790,000.00).

WHEREAS, the City has solicited, received, and evaluated competitive proposals Administration of Post-65 Retiree Medical/Rx coverage for the City of Denton retirees; and

WHEREAS, the City Manager, or a designated employee, has received, reviewed, and recommended that the herein described proposals are the most advantageous to the City considering the relative importance of price and the other evaluation factors included in the request for proposals; and

WHEREAS, this procurement was undertaken as part of the City’s governmental function; and

WHEREAS, the City Council has provided in the City Budget for the appropriation of funds to be used for the purchase of the materials, equipment, supplies, or services approved and accepted herein; NOW, THEREFORE,

THE COUNCIL OF THE CITY OF DENTON HEREBY ORDAINS:

SECTION 1. The items in the following numbered request for proposal for materials, equipment, supplies, or services shown in the “Request Proposals” on file in the office of the Purchasing Agent, are hereby accepted and approved as being the most advantageous to the City considering the relative importance of price and the other evaluation factors included in the request for proposals.

<u>RFP</u> <u>NUMBER</u>	<u>CONTRACTOR</u>	<u>AMOUNT</u>
7981	Labor First, LLC dba Retiree First, LLC	\$7,790,000.00

SECTION 2. That by the acceptance and approval of the above numbered items of the submitted proposals, the City accepts the offer of the persons submitting the proposals for such items and agrees to purchase the materials, equipment, supplies, or services in accordance with the terms, specifications, standards, quantities, and for the specified sums contained in the Proposal Invitations, Proposals, and related documents.

SECTION 3. That should the City and person submitting approved and accepted items wish to enter into a formal written agreement as a result of the acceptance, approval, and awarding of the proposals, the City Manager, or their designated representative, is hereby authorized to execute the written contract which shall be attached hereto; provided that the written contract is in accordance with the terms, conditions, specifications, standards, quantities, and specified sums contained in the Proposal and related documents herein approved and accepted.

SECTION 4. The City Council of the City of Denton, hereby expressly delegates the authority to take any actions that may be required or permitted to be performed by the City of Denton under this ordinance to the City Manager of the City of Denton, or their designee.

SECTION 5. By the acceptance and approval of the above enumerated bids, the City Council hereby authorizes the expenditure of funds therefor in the amount and in accordance with the approved bids.

SECTION 6. This ordinance shall become effective immediately upon its passage and approval.

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

	Aye	Nay	Abstain	Absent
Mayor Gerard Hudspeth:	_____	_____	_____	_____
Vicki Byrd, District 1:	_____	_____	_____	_____
Brian Beck, District 2:	_____	_____	_____	_____
Jesse Davis, District 3:	_____	_____	_____	_____
Alison Maguire, District 4:	_____	_____	_____	_____
Brandon Chase McGee, At Large Place 5:	_____	_____	_____	_____
Chris Watts, At Large Place 6:	_____	_____	_____	_____

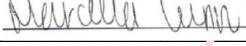
PASSED AND APPROVED this the _____ day of _____, 2022.

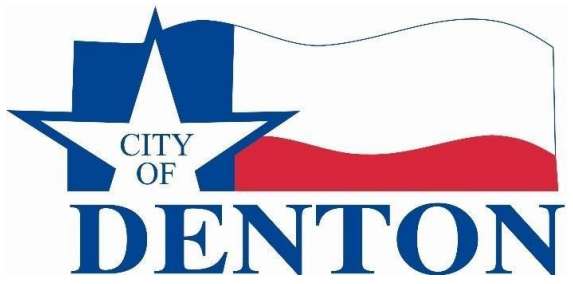
GERARD HUDSPETH, MAYOR

ATTEST:
ROSA RIOS, CITY SECRETARY

BY: _____

APPROVED AS TO LEGAL FORM:
MACK REINWAND, CITY ATTORNEY

BY:  _____
Digitally signed by Marcella Lunn
DN: cn=Marcella Lunn, o, ou=City of Denton, email=marcella.lunn@cityofdenton.com, c=US
Date: 2022.07.28 13:28:45 -05'00'



Docusign City Council Transmittal Coversheet

RFP	7981
File Name	Post-65 Retiree Coverage
Purchasing Contact	Ginny Brummett
City Council Target Date	
Piggy Back Option	Yes
Contract Expiration	
Ordinance	

**RENEWAL AMENDMENT TO CONTRACT BETWEEN
CITY OF DENTON, TEXAS AND LABOR FIRST, LLC
(Contract #7981)**

This Renewal Amendment to Contract (Contract 7981) (this **Amendment**) is entered into between the City of Denton, Texas (**City**) and Labor First, LLC DBA Retiree First, LLC (**Supplier**).

Background

The City and Supplier have previously entered into Contract (6807), as amended (the **Agreement**). Initially capitalized terms used but not otherwise defined in this Amendment will have the meanings set forth in the Agreement. The parties desire to amend the Agreement as follows:

1 Effective Date

The terms of this Amendment are effective as of January 1, 2023.

2 Contract Term

Section 1 of Exhibit A will be deleted and replaced in its entirety with the following:

The contract term will be three (3) year, effective from date of award. The City and the Supplier shall have the option to renew this contract for an additional two (2) one-year periods.

The Contract shall commence upon the issuance of a Notice of Award by the City of Denton and shall automatically renew each year, from the date of award by City Council. The Supplier's request to not renew the contract must be submitted in writing to the Purchasing Manager at least 60 days prior to the contract renewal date for each year. At the sole option of the City of Denton, the Contract may be further extended as needed, not to exceed a total of six (6) months.

3 Proposal

Attachment 1 to this Amendment includes the Proposal from Labor First, LLC.

4 Total Contract Amount

The contract total for the continued services shall not exceed \$7,790,000.

5 Scope

The SUPPLIER shall perform all those services as necessary and as described in the OWNER's RFP 7981 – Post 65 Retiree Coverage, which is on file at the purchasing office.

6 Updated contract number

This Amendment constitutes a new agreement beginning on the Effective Date between the parties incorporating, except as amended herein, all the terms and conditions in the Agreement for all intents and purposes. Such Agreement will have contract number 7981.

Confirmation of Agreement

This Amendment (together with all exhibits attached hereto) constitutes the entire agreement between the parties regarding the matters of this Amendment and supersedes all

prior and contemporaneous agreements and understandings regarding the matters of this Amendment. In the event of a conflict between this Amendment and the Agreement as it relates to the matters of this Amendment, the terms of this Amendment will control. Otherwise, all terms and conditions of the Agreement will remain in full force and effect and likewise apply to this Amendment.

Authorized Signatures

City of Denton, Texas

By: _____

Name: _____

Title: _____

Date: _____

Labor First, LLC DBA Retiree First, LLC

DocuSigned by:
By: Anthony Frasco

FD6FAD39FF1F4C4...
Name: Anthony Frasco

Title: President & CFO

Date: 7/25/2022

ATTEST:

ROSA RIOS, CITY SECRETARY

BY: _____

THIS AGREEMENT HAS BEEN
BOTH REVIEWED AND APPROVED
as to financial and operational obligations
and business terms.

DocuSigned by:
Sarah Kuchler Sarah Kuchler
380421E9664D44D...
SIGNATURE PRINTED NAME

APPROVED AS TO LEGAL FORM:

MACK REINWAND, CITY ATTORNEY

DocuSigned by:
BY: Marcella Lunn
4B070831B4AA438...

Director of Human Resources

TITLE

Human Resources

DEPARTMENT



2023 RENEWAL PACKAGE

PREPARED FOR:

City of Denton

July 11, 2022

Retireefirst™

1000 Midlantic Drive, Suite 100, Mt. Laurel, New Jersey 08054
Toll-Free: 800.716.0774 | Main: 856.780.6218 | Fax: 856.780.6248
www.retireefirst.com

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www.retireefirst.com

July 11, 2022

City of Denton
601 E Hickory St.
Denton, TX 76205

RE: Renewal Rates for 2023

Dear Plan Sponsor:

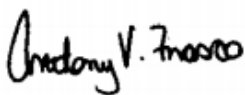
I wanted to thank you for allowing Retiree First to provide Benefit Services to your retirees. We look forward to continuing to assist them in all aspects of their plan needs. With the upcoming 2023 Plan Year, we have been analyzing market trends, working with carriers to seek competitive bids and negotiate your renewal on your behalf to provide the best option for your Plan and its beneficiaries. Enclosed please find the Retiree First Renewal Package and Rate Analysis for your review.

We have included the following information for review and are available at any time to discuss any questions or concerns you may have.

- Population Demographics
- The Incumbent Renewal Rate
- Renewal Addendum

Again, it has been a pleasure advocating for your retirees. Please let us know if you have any questions.

Sincerely,

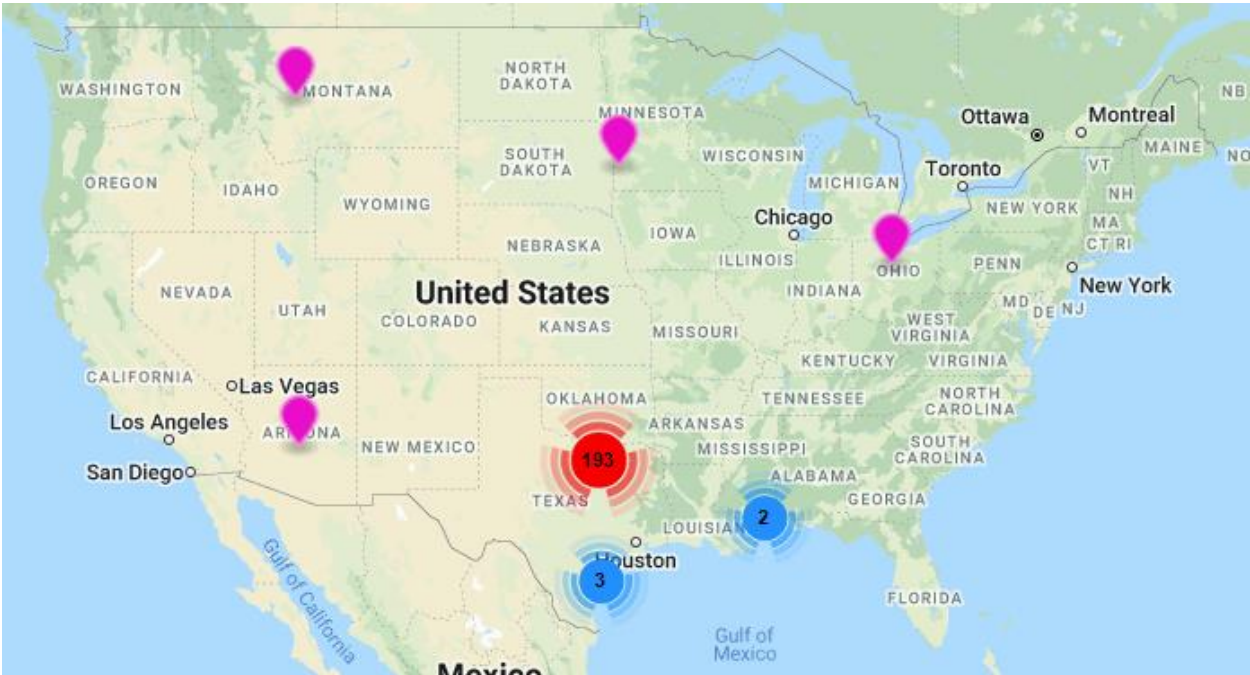


Anthony Frasco
President & Chief Financial Officer
Retiree First, LLC

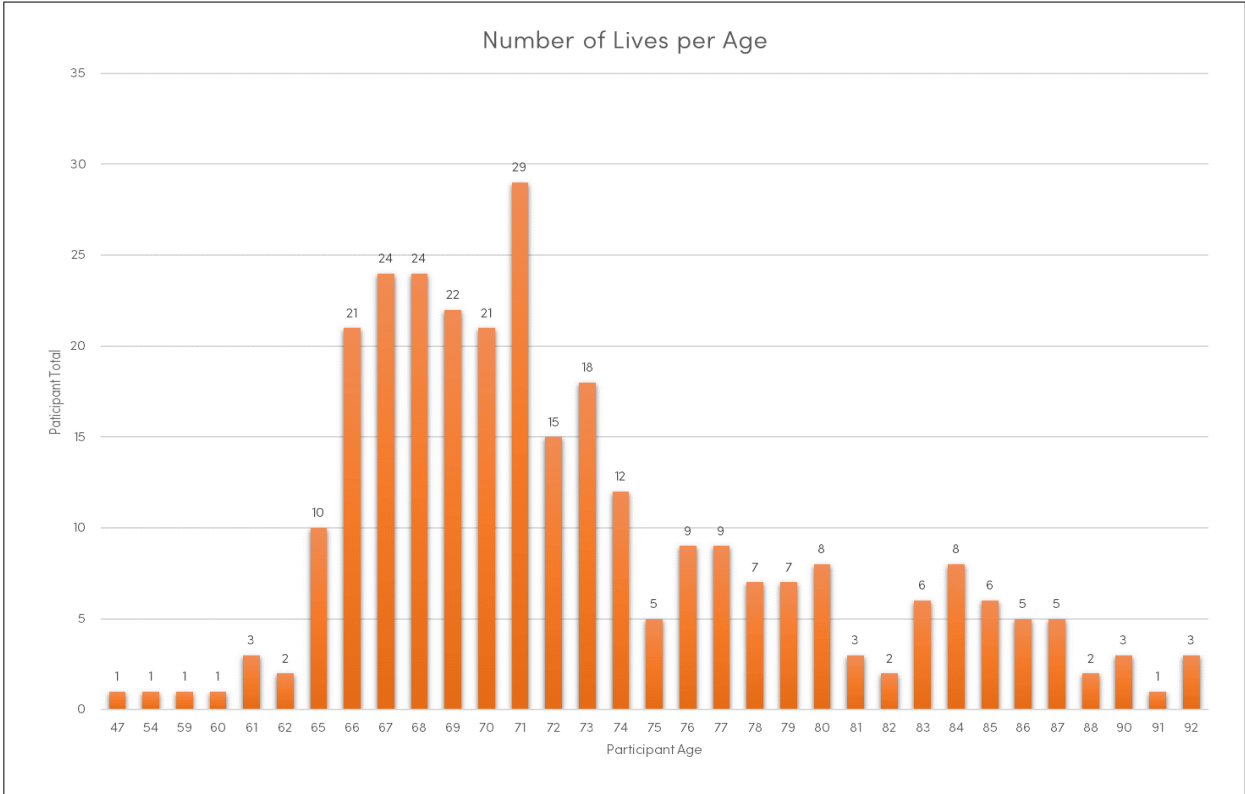


City of Denton – POPULATION DEMOGRAPHICS:

Geographic Retiree Residence Chart (202 Apx. Total Participants):



Retiree Population Age Chart (202 Apx. Total Participants):



*Eligibility counts may vary slightly based on the date / time when the information was created

Summary of Key Contributing Factors to your Rx Renewal

There are many factors that affect renewal rates including: claims, subsidy amounts, Health Insurer Fees (HIF) and regulatory changes. With changes in the regulatory landscape, there are corresponding changes impacting group underwriting. Below, please find information that has affected the marketplace for 2022 as well as pricing.

- **Affordable Care Act (“ACA”) Health Insurer Fee (“HIF”)** – For 2023, the ACA HIF will continue to not be in effect.
- **CMS Part D Threshold Changes** – Annually CMS changes the thresholds for the donut hole and catastrophic levels. For 2023 the ICL is being increased from \$4,430 to \$4,660. The Troop is also being increased from \$7,050 to \$7,400.
- **CMS Part D Manufacturers rebate** – The manufacturers responsibility in the donut hole has been maintained at 70%. This will help to continue to offset plan cost to pharmaceutical manufacturers for expensive drugs especially.
- **Effect of COVID-19** – As many know COVID-19 has had a dramatic effect on healthcare. For 2022, the effect has been continued underutilization of the plan even with the surge of COVID-19 treatments and testing. This is mainly the result of the delay in treatment for other diagnoses and conditions. It is estimated that the delay of these procedures will cause an uptick in costly procedures for 2023. It is also estimated that the delay in care could cause more complicated and advanced diagnoses for 2023 which are more costly to treat.

MEDICAL SUPPLEMENT BENEFIT:**Current Medical Plan Design**

Deductible	\$0
Part A Services	Covered 100%
Part B Services	Covered 100%

PRESCRIPTION EGWP BENEFIT:**Current Rx Plan Design**

	30 Day Retail	90 Day Mail Order	90 Day Retail
Tier 1 Generics	\$5	\$12.50	\$15
Tier 2 Pref. Brands	\$25	\$62.50	\$75
Tier 3 Non-Pref. Brands	\$60	\$150	\$180
Tier 4 Specialty	\$75	Limited to 1 month	Limited to 1 month
Part D Gap Coverage	Full Coverage		
Formulary	Full, Comprehensive		
Bonus Drug List	Non-Part D Only		
Catastrophic Coverage	Custom – Max copay equals Tier 1 copays		
Utilization Management	Standard Part D – Prior Authorization, Step Therapy, Quantity Limits		

- Plan includes 90 Day drug supplies for discounted copay except for Specialty medications, these are available at 30 day supplies only.

RENEWAL FINANCIAL ANALYSIS:PRODUCT: **MEDICARE SUPPLEMENT PLAN**

Medical Incumbent: United American

	2022 Current Incumbent	2023 Renewal Incumbent	2023 Renegotiated Incumbent**
Medical Rate	\$191.00	\$207.00	\$201.00
Annualized*	\$462,984	\$501,768	\$487,224
Annualized Change	-	\$38,784	\$24,240
% Change	-	8.38%	5.24%

**United American has offered a rate cap of \$217.08 for 2024.

➤ All plans are quoted like-to-like and are accepted wherever Medicare is accepted in all 50 states

PRODUCT: **PRESCRIPTION DRUG PART D EGWP**

Part D Incumbent: Humana

	2022 Current Incumbent	2023 Renewal Incumbent	2023 Renegotiated Incumbent
Rx Rate	\$180.05	\$190.94	\$184.28
Annualized*	\$436,441	\$462,839	\$446,695
Annualized Change	-	\$26,398	\$10,254
% Change	-	6.05%	2.35%

* Annualized amounts are based on 202 retirees

- Plans are quoted with robust formularies to minimize disruption.
- Please note that medications can change tiers between carriers and between plan years.

COMBINED RENEWAL SUMMARY:***MEDICARE SUPPLEMENT & PRESCRIPTION DRUG PART D EGWP***

	2022 Incumbent Rates	2023 Renegotiated Incumbent Rates
Rx Rate PMPM	\$180.05	\$184.28
Medical Rate PMPM	\$191.00	\$201.00
Total Rate PMPM	\$371.05	\$385.28
Total Annualized	\$899,425	\$933,919
Total % Change	-	3.84%

Renewal Contract Addendum Next Page

Retiree First Renewal Contract Addendum:

This Renewal Addendum extends the terms and conditions of the Retiree Benefit Management Services Agreement. This is to serve as notice of the 2023 renewal rates for your Organization's Part D EGWP and Medicare Supplement plans for the period 1/1/2023 through 12/31/2023.

The parties hereby accept the 2023 rate selected below which will be effective from 1/1/2023 through 12/31/2023. All other terms and conditions of the Retiree Benefit Management Services Agreement previously executed between the parties shall remain in full force and effect for the new renewal term.

Plan Selection:

Rx Plan Options	Monthly Rate	Select with "X"
Humana (Incumbent)	\$184.28 PMPM	

Medical Plan Options	Monthly Rate	Select with "X"
United American (Incumbent)	\$201.00 PMPM 2023 \$217.08 PMPM 2024	

 Plan Sponsor Representative Signature

 Date

 Retiree First Representative Signature

 Date

CONFLICT OF INTEREST QUESTIONNAIRE -**FORM CIQ****For vendor or other person doing business with local governmental entity****This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.**

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a) and by City of Denton Ethics Code, Ordinance 18-757.

By law this questionnaire must be filed with the records administrator of the local government entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

1 Name of vendor who has a business relationship with local governmental entity.

Labor First, LLC DBA Retiree
First, LLC

2 ☒ Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information in this section is being disclosed.

Name of Officer

Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. This section, (item 3 including subparts A, B, C & D), must be completed for each officer with whom the vendor has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the vendor?

☐

Yes

☒

No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐

Yes

☒

No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of one percent or more?

☐

Yes

☒

No

D. Describe each employment or business and family relationship with the local government officer named in this section.

4 ☒ I have no Conflict of Interest to disclose.**5**

DocuSigned by:

Anthony Frasco

7/25/2022

Signature of vendor doing business with the governmental entity

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at [http://www.statutes.legis.state.tx.us/ Docs/LG/htm/LG.176.htm](http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm). For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(A) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

- (A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that
 - (i) a contract between the local governmental entity and vendor has been executed; or
 - (ii) the local governmental entity is considering entering into a contract with the vendor;
- (B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:
 - (i) a contract between the local governmental entity and vendor has been executed; or
 - (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:
 - (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
 - (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
 - (3) has a family relationship with a local government officer of that local governmental entity.
- (a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:
 - (1) the date that the vendor:
 - (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
 - (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or
 - (2) the date the vendor becomes aware:
 - (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
 - (B) that the vendor has given one or more gifts described by Subsection (a); or
 - (C) of a family relationship with a local government officer.

City of Denton Ethics Code Ordinance Number 18-757

Definitions:

Relative: a family member related to a City Official within the third 3rd degree of affinity (marriage) or consanguinity (blood or adoption)

City Official: for purpose of this article, the term consists of the Council Members, Department Heads, or member of the Board of Ethics, Planning and zoning Commission Members, Board of Adjustment, Historic Landmark Commission, or Public Utilities Board

Vendor: a person who provides or seeks to provide goods, services, and/or real property to the City in exchange for compensation. This definition does not include those property owners from whom the City acquires public right-of-way or other real property interests for public use.

Per the City of Denton Ethics Code, Section 2-273. – Prohibitions

- (3) It shall be a violation of this Article for a Vendor to offer or give a Gift to City Official exceeding fifty dollars (\$50.00) per gift, or multiple gifts cumulatively valued at more than two hundred dollars (\$200.00) per a single fiscal year.

Per the City of Denton Ethics Code, Section 2-282. – Disposition (b), (5) Ineligibility

If the Board of Ethics finds that a Vendor has violated this Article, the Board may recommend to the City Manager that the Vendor be deemed ineligible to enter into a City contract or other arrangement for goods, services, or real property, for a period of one (1) year.

Certificate Of Completion

Envelope Id: C5D4C5E12F514FB1AFC1BF8B29A6B38B

Status: Sent

Subject: Please DocuSign: City Council Contract 7981 Post-65 Retiree Coverage

Source Envelope:

Document Pages: 14

Signatures: 4

Envelope Originator:

Certificate Pages: 6

Initials: 1

Ginny Brummett

AutoNav: Enabled

901B Texas Street

Enveloped Stamping: Enabled

Denton, TX 76209

Time Zone: (UTC-06:00) Central Time (US & Canada)

Ginny.Brummett@cityofdenton.com

IP Address: 198.49.140.10

Record Tracking

Status: Original

Holder: Ginny Brummett

Location: DocuSign

7/25/2022 8:57:12 AM

Ginny.Brummett@cityofdenton.com

Signer Events**Signature****Timestamp**

Ginny Brummett

Completed

Sent: 7/25/2022 8:59:39 AM

ginny.brummett@cityofdenton.com

Viewed: 7/25/2022 8:59:53 AM

Buyer

Signed: 7/25/2022 9:02:10 AM

City of Denton

Using IP Address: 198.49.140.10

Security Level: Email, Account Authentication
(None)**Electronic Record and Signature Disclosure:**
Not Offered via DocuSign

Lori Hewell



Sent: 7/25/2022 9:02:13 AM

lori.hewell@cityofdenton.com

Viewed: 7/25/2022 9:07:32 AM

Purchasing Manager

Signed: 7/25/2022 9:07:50 AM

City of Denton

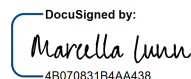
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(None)

Using IP Address: 198.49.140.104

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Marcella Lunn



Sent: 7/25/2022 9:07:53 AM

marcella.lunn@cityofdenton.com

Viewed: 7/25/2022 2:31:48 PM

Deputy City Attorney

Signed: 7/25/2022 2:33:18 PM

City of Denton

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication
(None)

Using IP Address: 198.49.140.10

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Anthony Frasco



Sent: 7/25/2022 2:33:21 PM

afrasco@laborfirst.com

Viewed: 7/25/2022 3:16:51 PM

President & CFO

Signed: 7/25/2022 3:18:04 PM

Security Level: Email, Account Authentication
(None)

Signature Adoption: Pre-selected Style

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Electronic Record and Signature Disclosure:

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Signer Events	Signature	Timestamp
Sarah Kuchler Sarah.Kuechler@cityofdenton.com Director of Human Resources Security Level: Email, Account Authentication (None)	<div> <div>DocuSigned by:</div> <div>  <div>380421E9664D44D...</div> </div> </div> Signature Adoption: Pre-selected Style Using IP Address: 198.49.140.10	Sent: 7/25/2022 3:18:07 PM Viewed: 7/25/2022 3:22:49 PM Signed: 7/25/2022 3:23:16 PM

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Cheyenne Defee
 cheyenne.defee@cityofdenton.com
 Procurement Administration Supervisor
 City of Denton
 Security Level: Email, Account Authentication (None)

Sent: 7/25/2022 3:23:19 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Sara Hensley
 sara.hensley@cityofdenton.com
 Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Rosa Rios
 rosa.rios@cityofdenton.com
 Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
 Accepted: 7/25/2022 2:19:19 PM
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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Cheyenne Defee
 cheyenne.defee@cityofdenton.com
 Procurement Administration Supervisor
 City of Denton
 Security Level: Email, Account Authentication (None)

COPIED

Sent: 7/25/2022 9:02:13 AM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Carbon Copy Events	Status	Timestamp
Gretna Jones gretna.jones@cityofdenton.com Legal Secretary City of Denton Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign City Secretary Office citysecretary@cityofdenton.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign Linda Kile linda.kile@cityofdenton.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 7/14/2022 10:50:29 AM ID: d8f7d747-5394-492f-b4f6-c14cbc45eedc	<div>COPIED</div>	Sent: 7/25/2022 3:23:19 PM Viewed: 7/25/2022 4:09:58 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	7/25/2022 8:59:39 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, City of Denton (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

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Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none">•Allow per session cookies•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

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