

ORDINANCE NO. 2024-27

AN ORDINANCE AMENDING THE TEXAS CITY CODE OF ORDINANCE TITLE III ENTITLED "ADMINISTRATION," CHAPTER 37, ADDING SECTION 16 - SIGNATURES AND SEALS: ELECTRONIC, DIGITAL, AND FACSIMILE; AND PROVIDING THAT THIS ORDINANCE SHALL BECOME EFFECTIVE FROM AND AFTER ITS FINAL PASSAGE AND ADOPTION.

WHEREAS, except for Resolutions, Ordinances, Minutes and some contracts, which will still require wet signatures, E-signatures offer convenience, efficiency, and environmental benefits such as reducing paper in circulation.; and

WHEREAS, they are also helpful in conducting City business in emergencies. Currently, staff members and contractors use e-signatures through Docu-Sign and PDF Signature, but the City has not legally recognized that as a way to transact business; and

WHEREAS, the addition to the Texas City Code of Ordinance will read as follows:

Signatures and seals: electronic, digital, and facsimile.

(a) Signatures.

(1) Authorization.

The City Commission authorizes the use and acceptance of electronic, digital, or facsimile signatures for city transactions relating to business, commercial, or governmental affairs in accordance with the city's policy and state, federal, or other law, as may be amended.

(b) Seals.

(1) Notary public seal of office and other professional seals.

The City Commission authorizes the use and acceptance of an electronic, digital, or facsimile notary public seal of office ("notary seal") and other professional seals for city electronic transactions relating to business, commercial, or governmental affairs in accordance with the city's rules and state law, as may be amended.

(2) City corporate seal.

The City Commission authorizes the use of an electronic, digital, or facsimile corporate seal ("city seal") by the city secretary or his/her designee for electronic transactions relating to business, commercial, or governmental affairs, in accordance with the city charter, the city's policies, and state law, as may be amended.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:

SECTION 1: That the facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

SECTION 2: That the chief executive officer shall file or cause to be filed a copy of this budget amendment in the office of the Galveston County Clerk.

SECTION 3: That this Ordinance shall be passed and adopted on the date of its final third reading and passage and shall become effective from and after its passage and adoption.

PASSED ON FIRST READING this 6th day of November 2024.

Dedrick D. Johnson, Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney

PASSED ON SECOND READING this 20th day of November 2024.

Dedrick D. Johnson, Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney

PASSED AND FINALLY ADOPTED this 4th day of December 2024.

Dedrick D. Johnson, Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh

Kyle L. Dickson

City Secretary

City Attorney