

THIS IS A PROPOSED DRAFT AND WILL BE REPLACED BY THE FINAL, SIGNED ORDINANCE OR RESOLUTION ADOPTED BY THE CITY COUNCIL.

ORDINANCE

**AUTHORIZING THE EXECUTION OF A CONTRACT WITH THE
DEPARTMENT OF STATE HEALTH SERVICES, VITAL
STATISTICS UNIT FOR ON-LINE ACCESS TO BIRTH RECORDS
FROM SEPTEMBER 1, 2023 THROUGH AUGUST 31, 2027.**

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WHEREAS, the Vital Records Division was transferred to the Office of the City Clerk (OCC) on October 1, 2012 and the City Clerk serves as Local Birth and Death Registrar; and

WHEREAS, the OCC currently issues certified copies of Texas and Bexar County birth certificates to qualified applicants; and

WHEREAS, the access provides the OCC the ability to print Texas Abstract birth certificates for anyone born in the State of Texas dating back to 1926; and

WHEREAS, the City pays the State a fee of \$1.83 for every birth certificate printed from the State Database; and

WHEREAS, the current contract with the Department of State Health Services will expire on August 31, 2023; **NOW THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The City manager or designee, or the City Clerk or designee, is authorized to execute a contract with the Department of State Health Services, Vital Statistics Unit for on-line access to Birth Records from September 1, 2023 through August 31, 2027. A copy of the contract in substantially final form is attached hereto and incorporated herein for all purposes as **Attachment I.**

SECTION 2. Funding in the amount of \$11,000.00 for this ordinance is available in Fund 11001000, Cost Center 204010001 and General Ledger 5201030 as part of the Fiscal Year 2023 Adopted Budget approved by City Council.

SECTION 3. Funds received for this ordinance will be deposited in Fund 11001000, Internal Order 202000000012 and General Ledger 4402500.

SECTION 4. Additional funding is contingent upon City Council approval of the Fiscal Year 2024 and subsequent budgets that fall within the contract terms of this ordinance.

SECTION 5. Payment is authorized to Department of State Health Services and should be encumbered with a purchase order.

SECTION 6. The financial allocations in this Ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific Cost Centers, WBS Elements, Internal Orders, General Ledger Accounts, and Fund Numbers as necessary to carry out the purpose of this Ordinance.

PASSED AND APPROVED this 22nd day of June 2023.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Debbie Racca-Sittre, City Clerk

Andrew Segovia, City Attorney

MH
06/22/2023
Item No. 23-192301

DRAFT