



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** June 22, 2026

SUBJECT: Approve Resolution No. 2026-038, updating authorized agents for participation in the Texas SmartBuy Membership Program

PRESENTER: Stephen Barnes, Director of Finance

SUMMARY:

The City participates in the Texas SmartBuy Membership Program administered by the Texas Comptroller to take advantage of state cooperative purchasing opportunities. The Texas Comptroller requires the designation of agents who may act on behalf of the City with respect to the program.

Due to staffing changes within the Purchasing Department, it is necessary for the City to update the list of authorized agents for participation in the Texas SmartBuy Membership Program.

AUTHORIZED AGENTS:

- Primary Agent - Camille Alford – Purchasing Manager
- Secondary Agent – Kristen Talkington – Assistant Buyer

RECOMMENDATION:

Approve Resolution No. 2026-038.