## Electronic Signatures June 12, 2018 Item 3.7



## **Proposed Ordinance**

 Codifies City's Authorization to Use and Accept Electronic Signatures

 Authorizes the City Manager to adopt an Administrative Policy



## Why now?

- 1995 Gov. Code Sec. 16.5
  - Public Entities may use "Digital Signatures"
  - State Regulations (Restrictive)
- 1999 Civil Code Sections 1633.1, et seq.
  - Authorized "electronic signatures"
  - Did not address "digital signatures"
- 2016 AB2296 (Low)
  - Clarifies public entities may accept "electronic signatures"



## **Next Steps**

Policy & Standards

- City Manager issues Admin Policy
  - Classes of documents acceptable for electronic Signatures.
- Information Technology
  - Confirms technical and security standards

Ongoing Implementation

 Continued work throughout City to streamline doing business

