



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