

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF PASADENA AUTHORIZING THE USE OF
ELECTRONIC SIGNATURES AND DIGITAL SIGNATURES**

BE IT RESOLVED by the City Council of the City of Pasadena, California that:

SECTION 1. Definitions. The following definitions apply to this resolution:

- A. "Electronic signature" has the same meaning as in Civil Code Section 1633.2;
- B. "Digital signature" has the same meaning as in Government Code Section 16.5; and
- C. "Transaction" has the same meaning as in Civil Code Section 1633.2.

SECTION 2. Electronic and Digital Signatures Accepted.

A. In any transaction with the City, in which the parties have agreed to conduct the transaction by electronic means, the City may use and accept an electronic signature, if the electronic signature complies with the Uniform Electronic Transactions Act, Civil Code Section 1633.1 *et seq.*

B. In any written communication with the City, in which a signature is used or required, the City may use or accept a digital signature, if the digital signature complies with Government Code Section 16.5.

SECTION 3. Acceptable Documents and Technologies. Notwithstanding Section 2, the City Manager or designee shall determine the documents for which the City may use and accept electronic signatures or digital signatures, and the acceptable technologies and vendors, consistent with industry best practices to ensure the security and integrity of the data and the signature.

SECTION 4. Excluded Transactions. The authorization conferred under this resolution shall not apply where the use of electronic signatures or digital signatures is prohibited by law.

SECTION 5. No Changes in Signatory Authority. This resolution shall not be viewed as altering or changing the authorization of certain identified officials to sign documents on behalf of the City, including, but not limited to, Resolution no. 7549, designating authorized signatories for City contracts.

SECTION 6. Severability. If any provision or portion thereof of this resolution is held to be invalid by a court of competent jurisdiction, then such decision will not affect the validity of the remaining parts of this resolution.

Adopted at the regular meeting of the City Council on the ___ day of May, 2020 by the following vote:

AYES:


NOES:

ABSENT:

ABSTAIN:

Mark Jomsky, CMC
City Clerk

APPROVED AS TO FORM:



Javan N. Rad
Chief Assistant City Attorney