



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: August 23, 2022	Department: Legislative	Presented By: City Secretary
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AGENDA ITEM

Discussion/Action: to approve a Resolution adopting an Electronic Signature Policy.

BACKGROUND:

The City currently does not have an Electronic Signature Policy. This policy would assist staff in expediting documents that need to be executed in a timely manner.

STAFF/BOARD/COMMISSION RECOMMENDATION:

I move to approve a Resolution adopting an Electronic Signature Policy.

EXHIBITS:

Resolution
Electronic Signature Policy

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	
	Source of Funding	