

RESOLUTION NO. 2025-046

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHINO, CALIFORNIA, UPDATING THE DIGITAL SIGNATURE POLICY TO ELECTRONICALLY SIGN AGREEMENTS AND LEGISLATIVE DOCUMENTS AS SPECIFIED

WHEREAS, contracting with for-profit, non-profit, and government entities to provide services is a major aspect to the City's day-to-day operations; and

WHEREAS, while the benefits of collaborating with diverse stakeholders and partners is certainly evident, there are operational costs to gather, sign, and process all City contracts or legislative documents that come through the City; and

WHEREAS, California Government Code Section 16.5 allows cities to use "digital signatures", as that term is defined, to execute various transactions; and

WHEREAS, to help streamline the City's contract and/or document processing procedures, it is evident that the City may utilize a digital signature process to execute and process documents in a paperless format; and

WHEREAS, while the benefits of creating operational efficiencies are certain, it is necessary to establish the parameters in which a digital signature may be used; and

WHEREAS, to establish these clear standards and parameters, it is necessary to update and adopt a Digital Signature Policy.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CHINO DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. The foregoing recitals are true and accurate.

SECTION 2. That the City Council does adopt the Updated Citywide Digital Signature Policy attached hereto as Exhibit "A".

SECTION 3. Resolution No. 2022-020 is hereby rescinded.

SECTION 4. That the City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 15th day of July 2025.

By: _____
EUNICE M. ULLOA, MAYOR

ATTEST:

NATALIE GONZAGA, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss.
CITY OF CHINO)

I, NATALIE GONZAGA, City Clerk of the City of Chino, hereby certify that Resolution No. 2025-046 is a full, true and correct copy, and was duly adopted at a regular meeting of the City Council of the City of Chino on July 15, 2025, by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

NATALIE GONZAGA, CITY CLERK