

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

June 22, 2022

No. 22-27

RESOLUTION ADOPTING THE ELECTRONIC SIGNATURE POLICY

WHEREAS, the City identified the need for an Electronic Signature Policy as it works to implement online forms and systems to increase efficiency; and

WHEREAS, an Electronic Signature Policy would allow many of the paper forms or documents used in daily City business that require a simple signature of authentication to be converted to electronic forms or documents; and

WHEREAS, Minn. Stat. § 325L.18 authorizes municipalities to develop and implement policies regarding the use of electronic signatures; and

WHEREAS, the City Attorney has reviewed the Electronic Signature Policy to confirm that it complies with both Federal Law and State Statute.

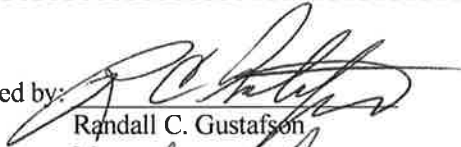
NOW THEREFORE BE IT RESOLVED by the City Council of the City of Falcon Heights, Minnesota:

1. It has been established that an electronic or facsimile signature may replace a written signature in official City of Falcon Heights business pending compliance with all applicable policies, statutes, and laws.
2. The approved Electronic Signature Policy will be included in Section VII. Miscellaneous Guidelines of the City of Falcon Heights Administrative Manual.

Moved by:

Wehyee

Approved by:

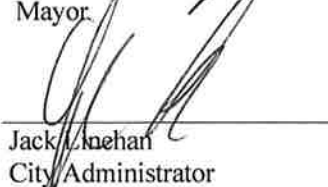

Randall C. Gustafson
Mayor

GUSTAFSON
LEEHY
MEYER
WEHYEE
ANDREWS

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In Favor
Against

Attested by:


Jack L. Mehan
City Administrator