



**CITY OF WILDOMAR
CITY COUNCIL REGULAR MEETING
CONSENT CALENDAR
Agenda Staff Report # 1.16
Meeting Date: June 10, 2026**

SUBJECT: Resolution Approving Certain Contracts And Authorizing the City Manager to Execute the Preapproved Contracts

SUBMITTED BY: Janet Morales Garcia, City Clerk

PREPARED BY: Janet Morales Garcia, City Clerk

ACTION:

Adopt a resolution entitled:

RESOLUTION NO. 2026 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING CERTAIN CONTRACTS AS TO FORM AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE PREAPPROVED CONTRACTS

SUMMARY:

Adopting this resolution approves certain agreements as to form and authorizes the City Manager to execute those agreements.

BACKGROUND:

As part of the purchasing code update in 2025, staff did a thorough review of workflows surrounding purchasing to identify efficiencies and streamline processes. One of those candidates for streamlining is the contracts approval process. Prior to the update, all contracts over \$50,000 had to go to Council for approval. This was a time consuming process, requiring preparation of a staff report and associated documentation, and a delay until the next available Council meeting. In some cases, it hindered project work starting within the necessary time frame.

Staff determined that the contracts process was also duplicative, as Council already approved purchases at the line item level as part of the Biannual budget. In addition, the City has ensured the purchasing process includes a series of strong controls which ensure fair competition and transparency with the use of public funds. This includes a contract report that will be taken to Council on a quarterly basis detailing all contracts executed in the prior quarter.

To streamline the process, staff recommended and Council approved Resolution No. 2025-01 and 2025-23 to approve certain contracts to form and authorized the City Manager to execute those preapproved contracts as long as they met the following criteria:

- Funds have been appropriated and included in the adopted budget.
- The contract is a pre-approved contract listed in the Resolution.

- No changes to the contract. The terms and conditions of the agreement must remain the same as approved by the City Council under this resolution.

DISCUSSION:

Resolution No. 2025-01 expired on January 1, 2026. Resolution No. 2025-23 expired on June 11, 2026. This Resolution combines the contracts that were submitted for approval from both Resolutions, and renews the authorization for another year.

FISCAL IMPACT:

There is no fiscal impact to approving this resolution, although there is an anticipated savings in staff time as a result of this authorization.

ATTACHMENTS:

1. [ContractsForm_Resolution_2026.docx](#)
2. [Attachment A to Resolution - Contracts.pdf](#)