

**WHEATLAND CITY COUNCIL
RESOLUTION NO. XX-25**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHEATLAND
APPROVING AN ELECTRONIC SIGNATURE POLICY**

WHEREAS, the City's use of electronic signatures is authorized by California Government Code section 16.5 and California Civil Code section 1633.1 (the Uniform Electronic Transactions Act); and

WHEREAS, the use of electronic signatures on legally-binding documents has become increasingly prevalent; and

WHEREAS, the City's current process requires manual signatures on all legally binding documents which is time consuming and inefficient; and

WHEREAS, approval of an Electronic Signature Policy would allow the City to accept electronic signatures on documents and certain automated processes that has the same force and effect as a manual signature; and

WHEREAS, the Electronic Signature Policy does not supersede laws specifically requiring a manual written signature and does not limit the right or option to conduct a transaction on paper or non-electronic forms.

NOW, THEREFORE, BE IT RESOLVED AND DETERMINED by the City Council of the City of Wheatland that:

- A. The foregoing recitals are true and correct.
- B. The Electronic Signature Policy, attached hereto as Exhibit A, is hereby approved.

PASSED AND ADOPTED by the City Council of City of Wheatland on this 13th day of May 2025, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

APPROVED:

Angela Teter, Mayor

ATTEST:

Lisa Thomason, City Clerk