City Hall Council Chamber
1515 Sixth Street, Coachella, California
(760) 398-3502 ◆ www.coachella.org

AGENDA

CITY COUNCIL REGULAR MEETING
OF THE CITY OF COACHELLA
THE COUNCIL SITTING AS THE COACHELLA SANITARY DISTRICT,
COACHELLA FIRE PROTECTION DISTRICT, COACHELLA FINANCING AUTHORITY,
COACHELLA EDUCATIONAL AND GOVERNMENTAL ACCESS CABLE CHANNEL CORPORATION,
COACHELLA WATER AUTHORITY, SUCCESSOR AGENCY TO THE COACHELLA REDEVELOPMENT AGENCY
AND COACHELLA PARKS AND RECREATION FOUNDATION

September 24, 2025

6:00 PM – REGULAR MEETING

In-Person Meeting Location: Coachella City Hall Council Chamber 1515 Sixth Street Coachella, CA	**If you would like to attend the meeting via Zoom, here is the link:** **https://us02web.zoom.us/j/88457271898?pwd=REdzU1NoQmpVSFhWTDVaZ0VCekYxdz09** Or One tap mobile : 16699006833,,88457271898#,,,,*606140# Or Telephone: US: +1 669 900 6833 **Webinar ID: 884 5727 1898** **Passcode: 606140** **Spanish:** El idioma español está disponible en Zoom seleccionado la opción en la parte de abajo de la pantalla

- Public comments may be received **either in person, via email, or via Zoom.**
  - **In Person:**

    Anyone wishing to speak in person during the public comment period or on a particular item is required to fill out a Request to Speak Form. In order to be recognized, a Request to Speak Form must be turned in to the City Clerk prior to the start of the public comment period or before the agenda item is taken up by Council on which you wish to provide a comment.
  - **In Real Time via Zoom:**

    If participating in real time via Zoom, during the public comment period, participants must be visible on camera and use the **"raise hand"** function on Zoom.
  - **In Writing via Email:**

    If providing a written comment by email, you may submit your public comment to the City Council by emailing cityclerk@coachella.org. To comment by email, submit your comments no later than 12 p.m. on the day of the meeting by emailing your name, agenda item (if applicable), and your comment. Any correspondence received by the deadline will be forwarded to the City Council for consideration before action is taken on the matter, during the meeting and upon request one (1) hard copy of the written public comments will be available for the public's view, and written comments will be retained for the official records. Written comments will not be read aloud at City Council meetings.

- The **live stream** of the meeting may be **viewed online** by accessing the city's website at **www.coachella.org**, and clicking on the "**Watch Council Meetings**" tab located on the home page, and then clicking on the "live" button.

CALL TO ORDER: - 6:00 P.M.

ROLL CALL:

APPROVAL OF AGENDA:

"At this time the Council/ Board/Corporation/Authority may announce any items being pulled from the Agenda or continued to another date or request the moving of an item on the agenda"

PLEDGE OF ALLEGIANCE:

PROCLAMATIONS/PRESENTATIONS/DIRECTION:

1. Presentation from Hidden Harvest

2. Special Events Calendar and Updates

WRITTEN COMMUNICATIONS:

PUBLIC COMMENTS (NON-AGENDA ITEMS) (LIMITED TO A MAXIMUM OF 30 MINUTES. IF ADDITIONAL TIME IS REQUIRED FOR PUBLIC COMMENTS, THEY WILL BE HEARD AFTER ITEM NO. 15. PUBLIC HEARING CALENDAR):

The public may address the City Council/Board/Corporation/ Authority on any item of interest to the public that is not on the agenda but is in the subject matter jurisdiction thereof. Please limit your comments to three (3) minutes.

CONSENT CALENDAR:

(It is recommended that Consent Items be acted upon simultaneously unless separate discussion and/or action is requested by a Council Member.)

3. Special City Council Meeting Study Session Minutes of March 8, 2023, of the City of Coachella, Coachella Sanitary District, Coachella Fire Protection District, Coachella Financing Authority, Coachella Educational and Governmental Access Cable Corporation, Coachella Water Authority, Successor Agency to the Coachella Redevelopment Agency and Coachella Parks and Recreation

4. Special City Council Meeting Study Session Minutes of October 25, 2023, of the City of Coachella, Coachella Sanitary District, Coachella Fire Protection District, Coachella Financing Authority, Coachella Educational and Governmental Access Cable Corporation, Coachella Water Authority, Successor Agency to the Coachella Redevelopment Agency and Coachella Parks and Recreation

5. Special City Council Meeting Study Session Minutes of February 24, 2025, of the City of Coachella, Coachella Sanitary District, Coachella Fire Protection District, Coachella Financing Authority, Coachella

Educational and Governmental Access Cable Corporation, Coachella Water Authority, Successor Agency to the Coachella Redevelopment Agency and Coachella Parks and Recreation

6. Regular City Council Meeting Minutes of September 10, 2025, of the City of Coachella, Coachella Sanitary District, Coachella Fire Protection District, Coachella Financing Authority, Coachella Educational and Governmental Access Cable Corporation, Coachella Water Authority, Successor Agency to the Coachella Redevelopment Agency and Coachella Parks and Recreation

7. Voucher Listing- EFT's/Utility Billing Refunds/FY 2025-26 Expenditures as of September 24, 2025, $3,277,668.98

8. Service Agreement with Vestis Services, LLC. to Provide Uniform and Workplace Supplies for a Three Year Term

9. Lease Agreement with Alianza Coachella Valley for Property Located at 1515 Sixth Street, Coachella

10. Letter Agreement with Sundog Inc. dba Sola-Lite in the amount of $43,970 to install fall protection on the roofs at the Corporate Yard, Civic Center and Senior Center buildings.

11. Authorize a Community Based Grant to the Coachella Valley Volunteers in Medicine in the Amount of $1,000 to Support No-Charge Primary Medical Care

12. Letter Agreement with Vintage Associates dba Vintage Outdoors in the amount of $32,146.50 to purchase seed for the 2025 Park Turf Seed Project .

13. Authorize the City Manager to Execute a Professional Services Agreement with Woodward & Curran for State Revolving Fund (SRF) Funding Support, Grant Research and Writing for a not to Exceed Amount of $75,000.

14. Approve a Sponsorship Request from the County of Riverside District 4 in the amount of $4,000 to support the 34th Annual Senior Inspiration Awards Ceremony and Approve the Nomination of Ms. Refugio Sanchez as the City of Coachella Honoree

NEW BUSINESS CALENDAR (LEGISLATIVE AND ADMINISTRATIVE):

15. Adopt Resolution 2025-48 to Grant Another Designated Period for Two Years Additional Service Credit; Certification of Governing Body's Action

16. Adopt Resolution No. 2025-46 Approval of Agreement Between the City of Coachella and Teamsters Local 1932 – Water & Sanitation/Utilities Employees Purpose: To Approve the Results of the Base Compensation Salary Study for Utility Operations

17. Letter Agreement with Vintage Associates dba Vintage Outdoors in the amount of $35,000 to install trees at Bagdouma Park in accordance with the Public Green Space Grant.

18. Authorize a Sponsorship Request for Escaramuza Charra Reynas Del Valle Coachella in the Amount of $5,000 for its Dia de los Muertos Event

19. Code of Conduct Policy for Elected Officials

PUBLIC HEARING CALENDAR (QUASI-JUDICIAL):

NONE

REPORTS AND REQUESTS:

Council Comments/Report of Miscellaneous Committees.

City Manager's Comments.

ADJOURNMENT:

Complete Agenda Packets are available for public inspection at the City Clerk's Office at 53-462 Enterprise Way, Coachella, California, and on the City's website www.coachella.org.

THIS MEETING IS ACCESSIBLE TO PERSONS WITH DISABILITIES

2025-26 Special Events Calendar

2025

OCT 3-24	October Movies in the Park Series (Fridays)
OCT 11	Community Clean-up & HHW
OCT 18	Tree Planting Event at Bagdouma Park
OCT 23	State of the City, 7:00 AM
OCT 30	Halloween Carnival
NOV 01	Run With Los Muertos
NOV 08	Veterans Pancake Breakfast
NOV 13	Agricultural Vision (AgVision), 7AM – 11:30 AM
NOV 15	Community Clean-up
DEC 03	Tree Lighting (and Hometown Heroes Ceremony)
DEC 05	Holiday Parade
~~DEC 12~~	~~Virgen de Guadalupe Pilgrimage (Cancelled)~~
DEC 14	Volunteer of the Year Event at Senior Center, 10:00 AM

2026

FEB 06	Community Clean-up & Household Hazardous Waste
FEB 07	Tacos, Tequila and Chavelas Festival
FEB 21	Arbor Day, 8am-10pm
MAR 06	Community Clean- up, 8am - 1:30pm
MAR 07	Day of the Young Child, 9am- 1pm
MAR 15	Suavecito Sunday, 3pm-7pm
MAR 22	Mariachi Festival, 5pm-9pm
MAR 26	Senior Inspiration Awards, 11am-1pm
MAR 28	Eggstravaganza (or APR 4, date TBD)
MAY 1-22	May Movies in the Park Series (Fridays), 7pm-9pm
JUN 06	Operation Splash, 9am-noon
JUL 02	Fourth of July Event, 6:30pm-10pm

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MINUTES

OF A SPECIAL MEETING
COACHELLA CITY COUNCIL
STUDY SESSION

March 8, 2023
5:00 PM

CALL TO ORDER:

Mayor Hernandez called the Study Session of the City Council of the City of Coachella to order at 5:04 p.m.

ATTENDANCE:

Present: Councilmember Dr. Figueroa, Councilmember Virgen, Mayor Pro Tem Galarza, and Mayor Hernandez.

City Clerk

Absent: Councilmember Delgado

STUDY SESSION ITEM:

1. City Wide Parking and Sign Standard
2. Landscape Median Guidelines – added by City Manager

[Note: Study Sessions are special meetings of the City Council that are conducted informally. No action is contemplated other than familiarization of the Council on specific topics and potential referral to a future agenda.]

ADJOURNMENT:

Mayor Hernandez adjourned the meeting at 5:57 p.m.

_____
Angela M. Zepeda
City Clerk

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MINUTES

OF A SPECIAL MEETING
COACHELLA CITY COUNCIL
STUDY SESSION

October 25, 2023
5:00 PM

CALL TO ORDER:

Mayor Hernandez called the Study Session of the City Council of the City of Coachella to order at 5:00 p.m.

ATTENDANCE:

Present: Councilmember Dr. Figueroa, Councilmember Virgen, Councilmember Delgado (arrived at 5:07 p.m.), Mayor Pro Tem Galarza, and Mayor Hernandez

City Clerk

STUDY SESSION ITEM:

1. Sidewalk Street Ordinance II

[Note: Study Sessions are special meetings of the City Council that are conducted informally. No action is contemplated other than familiarization of the Council on specific topics and potential referral to a future agenda.]

Public Comments:
1. Armando
2. Bryan
3. Ana
4. Omar
5. Lizeth
6. Alejandro
7. Oscar

ADJOURNMENT:

Mayor Hernandez adjourned the meeting at 6:35 p.m.

_____
Angela M. Zepeda
City Clerk

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MINUTES

OF A SPECIAL MEETING
COACHELLA CITY COUNCIL
STUDY SESSION

February 24, 2025
6:00 PM

CALL TO ORDER:

Mayor Pro Tem Delgado called the Study Session of the City Council of the City of Coachella to order at 6:07 p.m.

ATTENDANCE:

Present: Councilmember Dr. Figueroa, Councilmember Virgen, Mayor Pro Tem Delgado, and Mayor Hernandez (arrived at 6:10 p.m.)

Absent: Councilmember Perez

City Clerk and City Treasurer

STUDY SESSION ITEM:

1. Economic Development Strategic Plan

[Note: Study Sessions are special meetings of the City Council that are conducted informally. No action is contemplated other than familiarization of the Council on specific topics and potential referral to a future agenda.]

Councilmember Virgen stepped away at 7:22 p.m. and returned at 7:26 p.m.

ADJOURNMENT:

Mayor Hernandez adjourned the meeting at 8:32 p.m.

_____
Angela Zepeda
City Clerk

City Hall Council Chamber
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MINUTES

CITY COUNCIL CLOSED SESSION AND
REGULAR MEETING
OF THE CITY OF COACHELLA
THE COUNCIL SITTING AS THE COACHELLA SANITARY DISTRICT,
COACHELLA FIRE PROTECTION DISTRICT, COACHELLA FINANCING AUTHORITY,
COACHELLA EDUCATIONAL AND GOVERNMENTAL ACCESS CABLE CHANNEL CORPORATION,
COACHELLA WATER AUTHORITY, SUCCESSOR AGENCY TO THE COACHELLA REDEVELOPMENT AGENCY
AND COACHELLA PARKS AND RECREATION FOUNDATION

September 10, 2025
5:00 PM – CLOSED SESSION
6:00 PM – REGULAR MEETING

In-Person Meeting Location: Coachella City Hall Council Chamber 1515 Sixth Street Coachella, CA	**If you would like to attend the meeting via Zoom, here is the link:** **https://us02web.zoom.us/j/88457271898?pwd=REdzU1NoQmpVSFhWTDVaZ0VCekYxdz09** Or One tap mobile : 16699006833,,88457271898#,,,,*606140# Or Telephone: US: +1 669 900 6833 **Webinar ID: 884 5727 1898** **Passcode: 606140** **Spanish:** El idioma español está disponible en Zoom seleccionado la opción en la parte de abajo de la pantalla

- Public comments may be received **either in person, via email, or via Zoom.**
  - **In Person:**

    Anyone wishing to speak in person during the public comment period or on a particular item is required to fill out a Request to Speak Form. In order to be recognized, a Request to Speak Form must be turned in to the City Clerk prior to the start of the public comment period or before the agenda item is taken up by Council on which you wish to provide a comment.
  - **In Real Time via Zoom:**

    If participating in real time via Zoom, during the public comment period, participants must be visible on camera and use the **"raise hand"** function on Zoom.
  - **In Writing via Email:**

    If providing a written comment by email, you may submit your public comment to the City Council by emailing cityclerk@coachella.org. To comment by email, submit your comments no later than 12 p.m. on the day of the meeting by emailing your name, agenda item (if applicable), and your comment. Any correspondence received by the deadline will be forwarded to the City Council for consideration before action is taken on the matter, during the meeting and upon request one (1) hard copy of the written

public comments will be available for the public's view, and written comments will be retained for the official records. Written comments will not be read aloud at City Council meetings.

- The **live stream** of the meeting may be **viewed online** by accessing the city's website at **www.coachella.org**, and clicking on the "**Watch Council Meetings**" tab located on the home page, and then clicking on the "live" button.

CALL TO ORDER: - 5:00 P.M.

Mayor Hernandez called the City Council Closed Session and Regular Meeting of the City of Coachella to order at 5:00 p.m.

ROLL CALL:

Present: Councilmember Perez, Councilmember Virgen, Mayor Pro Tem Delgado (arrived at 5:01 p.m.), and Mayor Hernandez

City Treasurer

Absent: Councilmember Dr. Figueroa and City Clerk

APPROVAL OF AGENDA:

"At this time the Council/ Board/Corporation/Authority may announce any items being pulled from the Agenda or continued to another date or request the moving of an item on the agenda"

Motion: To approve the agenda

Made by: Councilmember Virgen
Seconded by: Councilmember Perez
Approved: 4-0:

AYES: Councilmember Perez, Councilmember Virgen, Mayor Pro Tem Delgado, and Mayor Hernandez
NOES: None
ABSTAIN: None
ABSENT: Councilmember Dr. Figueroa

PUBLIC COMMENTS (CLOSED SESSION ITEMS):

None

ADJOURN TO CLOSED SESSION:

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
   Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2)/(e)(1)
   One (1) Potential Case

RECONVENE REGULAR MEETING: - 6:00 P.M.

The City Council reconvened into open session at 6:00 p.m.

PLEDGE OF ALLEGIANCE:

City Manager led the Pledge of Allegiance.

CLOSED SESSION ANNOUNCEMENTS:

No reportable action taken.

PROCLAMATIONS/PRESENTATIONS/DIRECTION:

2. Proclamation Honoring Maria Serrano

3. Find Food Bank Presentation on Hunger Action Month 2025

WRITTEN COMMUNICATIONS:

None

PUBLIC COMMENTS (NON-AGENDA ITEMS) (LIMITED TO A MAXIMUM OF 30 MINUTES. IF ADDITIONAL TIME IS REQUIRED FOR PUBLIC COMMENTS, THEY WILL BE HEARD AFTER ITEM NO. 15. PUBLIC HEARING CALENDAR):

The public may address the City Council/Board/Corporation/ Authority on any item of interest to the public that is not on the agenda but is in the subject matter jurisdiction thereof. Please limit your comments to three (3) minutes.

1. Ophelia Hernandez
2. Sabrina Rosas Glenn
3. Silvia Montenegro

CONSENT CALENDAR:

(It is recommended that Consent Items be acted upon simultaneously unless separate discussion and/or action is requested by a Council Member.)

4. Special City Council Meeting Study Session Minutes of April 15, 2024, of the City of Coachella, Coachella Sanitary District, Coachella Fire Protection District, Coachella Financing Authority, Coachella Educational and Governmental Access Cable Corporation, Coachella Water Authority, Successor Agency to the Coachella Redevelopment Agency and Coachella Parks and Recreation

5. Special City Council Meeting Study Session Minutes of February 24, 2025, of the City of Coachella, Coachella Sanitary District, Coachella Fire Protection District, Coachella Financing Authority, Coachella Educational and Governmental Access Cable Corporation, Coachella Water Authority, Successor Agency to the Coachella Redevelopment Agency and Coachella Parks and Recreation

6. Special Meeting Study Session Minutes of July 30, 2025, of the City of Coachella, Coachella Sanitary District, Coachella Fire Protection District, Coachella Financing Authority, Coachella Educational and Governmental Access Cable Corporation, Coachella Water Authority, Successor Agency to the Coachella Redevelopment Agency and Coachella Parks and Recreation

7. Special Meeting Minutes of August 6, 2025, of the City of Coachella, Coachella Sanitary District, Coachella Fire Protection District, Coachella Financing Authority, Coachella Educational and Governmental Access Cable Corporation, Coachella Water Authority, Successor Agency to the Coachella Redevelopment Agency and Coachella Parks and Recreation

8. Voucher Listing- EFT's/Utility Billing Refunds/FY 2024-25 and FY 2025-26 Expenditures as of September 10, 2025, $4,972,517.92

9. Investment Report – July 31, 2025

10. Receipts, Disbursements, and Net Cash Flows

11. Adoption of Ordinance No. 1225 (Second Reading) Amending Sections 17.16.020, 17.18.020, 17.18.030, 17.24.020 and 17.24.030 of Title 17 ("Zoning") of the Coachella Municipal Code to Permit Certain Affordable Housing Developments by Right and to Amend Certain Height and Density Standards for Affordable Housing Development in Order to Bring the City's 6th Cycle Housing Element into Compliance With State Law. City-Initiated

12. Authorization to file a Notice of Completion for City Project No. ST-93 Avenue 50 Street and Median Improvements-Phase 1

13. Authorize the Public Works Director/City Engineer Execute the Supplemental Agreement between Union Pacific Railroad Company and the City of Coachella for the Arts and Music Line Project, City Project ST-140.

Motion: To approve the Consent Calendar

Made by: Councilmember Perez
Seconded by: Councilmember Virgen
Approved: 4-0:

AYES: Councilmember Perez, Councilmember Virgen, Mayor Pro Tem Delgado, and Mayor Hernandez
NOES: None
ABSTAIN: None
ABSENT: Councilmember Dr. Figueroa

NEW BUSINESS CALENDAR (LEGISLATIVE AND ADMINISTRATIVE):

14. Designate a Voting Delegate and Alternates to the League of California Cities Annual Conference & Expo.

Motion: To designate Councilmember Dr. Figueroa as Voting Delegate and Mayor Pro Tem Delgado as the Alternate to the League of California Cities Annual Conference & Expo.

Made by: Councilmember Perez
Seconded by: Mayor Hernandez
Approved: 4-0:

AYES: Councilmember Perez, Councilmember Virgen, Mayor Pro Tem Delgado, and Mayor Hernandez
NOES: None
ABSTAIN: None
ABSENT: Councilmember Dr. Figueroa

15. Adopt Resolution No. SD – 2025 – 05 of the Coachella Sanitary District Adopting the Updated Sanitary Sewer System Management Plan (SSMP) in Compliance with State Water Resources Control Board Order No. 2022-0103-DWQ.

Motion: To adopt Resolution No. SD – 2025 – 05 of the Coachella Sanitary District Adopting the Updated Sanitary Sewer System Management Plan (SSMP) in Compliance with State Water Resources Control Board Order No. 2022-0103-DWQ.

Made by: Councilmember Perez
Seconded by: Councilmember Virgen
Approved: 4-0:

AYES: Councilmember Perez, Councilmember Virgen, Mayor Pro Tem Delgado, and Mayor Hernandez
NOES: None
ABSTAIN: None
ABSENT: Councilmember Dr. Figueroa

16. Review the 2026 Coachella Resident Engagement Academy Plan and Provide Feedback

Motion: To approve the 2026 Coachella Resident Engagement Academy Plan with the modification to allow the Council to be part of the City Manager's presentation

Made by: Mayor Hernandez
Seconded by: Councilmember Virgen
Approved: 4-0:

AYES: Councilmember Perez, Councilmember Virgen, Mayor Pro Tem Delgado, and Mayor Hernandez
NOES: None
ABSTAIN: None
ABSENT: Councilmember Dr. Figueroa

17. Approve Agreement for Animal Control Field and Shelter Services Between the City of Coachella and the County of Riverside Department of Animal Services

Motion: To approve Agreement for Animal Control Field and Shelter Services Between the City of Coachella and the County of Riverside Department of Animal Services

Made by: Councilmember Virgen
Seconded by: Mayor Hernandez
Approved: 4-0:

AYES: Councilmember Perez, Councilmember Virgen, Mayor Pro Tem Delgado, and Mayor Hernandez
NOES: None
ABSTAIN: None
ABSENT: Councilmember Dr. Figueroa

18. Approve a Sponsorship Request for COFEM in the Amount of $50,000 to Provide Immigration Services and Mobile Immigration Clinics in the city of Coachella

Motion: To continue this item

Made by: Mayor Hernandez
Seconded by: Councilmember Perez
Approved: 4-0:

AYES: Councilmember Perez, Councilmember Virgen, Mayor Pro Tem Delgado, and Mayor Hernandez
NOES: None
ABSTAIN: None
ABSENT: Councilmember Dr. Figueroa

19. Approve a Sponsorship Request for KUNA Telemundo in the Amount of $20,000 to Support its Hispanic Heritage Campaign Beginning in September 2025 through March 2026

Motion: To approve a Sponsorship Request for KUNA Telemundo in the modified Amount of $25,000 to Support its Hispanic Heritage Campaign Beginning in September 2025 through March 2026

Councilmember Perez stepped away at 8:50 p.m. and returned at 8:52 p.m.

Mayor Hernandez stepped away at 8:53 p.m. and returned at 8:54 p.m.

Made by: Mayor Hernandez
Seconded by: Councilmember Virgen
Approved: 3-0:

AYES: Councilmember Virgen, Mayor Pro Tem Delgado, and Mayor Hernandez
NOES: None
ABSTAIN: None
ABSENT: Councilmember Perez and Councilmember Dr. Figueroa

20. Appoint Ten (10) Commissioners to the Coachella Youth Advisory Commission

Motion: To appoint, Sehwa Meza, Xmelia Pasillas, Meraly Rodriguez, Joshua Pulido, Isabel Martinez, Kayla Castillo-Cabrera, Kenia Avalos, Jade Meza, Valeria Romero and Amanda Flores-Rojas as Commissioners; and Daila Juarez-Andrade Yamileth Cabrera-Gutierrez, and Yarely Morales-Hinojosa as Alternates to the Coachella Youth Advisory Commission

Made by: Mayor Hernandez
Seconded by: Councilmember Perez
Approved: 4-0:

AYES: Councilmember Perez, Councilmember Virgen, Mayor Pro Tem Delgado, and Mayor Hernandez
NOES: None
ABSTAIN: None
ABSENT: Councilmember Dr. Figueroa

21. Adopt Resolution 2025-48 to Grant Another Designated Period for Two Years Additional Service Credit; Certification of Governing Body's Action

Motion: To bring back item to the next Council meeting

Made by: Mayor Pro Tem Delgado
Seconded by: Councilmember Perez
Approved: 4-0:

AYES: Councilmember Perez, Councilmember Virgen, Mayor Pro Tem Delgado, and Mayor Hernandez
NOES: None
ABSTAIN: None
ABSENT: Councilmember Dr. Figueroa

PUBLIC HEARING CALENDAR (QUASI-JUDICIAL):

NONE

REPORTS AND REQUESTS:

Council Comments/Report of Miscellaneous Committees.

City Manager's Comments.

Councilmember Virgen stepped away 9:49 p.m. and returned at 9:52 p.m.

ADJOURNMENT:

Mayor Hernandez adjourned the meeting at 9:56 p.m.

_____

Delia Granados
Deputy City Clerk

apChkLst
09/04/2025 1:51:26PM

Check List
City of Coachella

Bank : ewfb EFT FOR WELLS FARGO BANK -S

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
3069	8/29/2025	56412	STEWART TITLE OF CALI	File #2336841	8/28/2025	EASEMENT AND TCE, VACAN	23,000.00	23,000.00
						Γ FOR WELLS FARGO BANK -SEPARATE CHECK:		23,000.00

1 checks in this report.

Grand Total All Checks: 23,000.00

Date: **August 29, 2025**

Finance Director: Lincoln Bogard

9-16-25

City Manager: William B. Pattison

Acting City Manager: Andrew R. Simmons

Bank : wfb WELLS FARGO BANK

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
123468	9/24/2025	55717	ACEVES, MIGUEL S	Ref000254191	9/8/2025	UB Refund Cst #00004455 On /	350.00	350.00
123469	9/24/2025	55718	AGUILAR SOZA, OLGA	Ref000254192	9/8/2025	UB Refund Cst #00034140 On /	300.00	300.00
123470	9/24/2025	55723	CAMPOS, ESMERALDA	Ref000254193	9/8/2025	UB Refund Cst #00043389 On /	250.00	250.00
123471	9/24/2025	56420	CASTRO MHP, LLC	Ref000254441	9/15/2025	UB Refund Cst #00059182	13.75	13.75
123472	9/24/2025	56421	CASTRO MHP, LLC	Ref000254442	9/15/2025	UB Refund Cst #00059281	38.61	38.61
123473	9/24/2025	56114	CHAPA, ISELA L.	Ref000254194	9/8/2025	UB Refund Cst #00004145 On /	200.00	200.00
123474	9/24/2025	56417	CORRALES, GIOVANNI	Ref000254438	9/15/2025	UB Refund Cst #00048025	42.29	42.29
123475	9/24/2025	56419	DELGADO, JOSE SEVILLA	Ref000254440	9/15/2025	UB Refund Cst #00057642	87.53	87.53
123476	9/24/2025	55748	DOMINGUEZ, DIANA	Ref000254195	9/8/2025	UB Refund Cst #00032598 On /	300.00	300.00
123477	9/24/2025	56423	HADJINIAN, ARAM	Ref000254445	9/15/2025	UB Refund Cst #00059898	76.40	76.40
123478	9/24/2025	56418	JACOBO DEL REAL, JUAN	Ref000254439	9/15/2025	UB Refund Cst #00049572	48.09	48.09
123479	9/24/2025	55751	NUNEZ, JENESIA	Ref000254196	9/8/2025	UB Refund Cst #00003114 On /	300.00	300.00
123480	9/24/2025	55921	ORTMAN, PAULA ROSE	Ref000254190	9/8/2025	UB Refund Cst #00016221 On /	350.00	350.00
123481	9/24/2025	56422	PULTE GROUP CO LLC	Ref000254444	9/15/2025	UB Refund Cst #00059758	10.55	10.55
123482	9/24/2025	56377	PULTE GROUP CO, LLC	Ref000254443	9/15/2025	UB Refund Cst #00059425	16.61	16.61
123483	9/24/2025	56415	REYES, ELSA	Ref000254197	9/8/2025	UB Refund Cst #00036391 On /	400.00	400.00
123484	9/24/2025	56424	RODRIGUEZ, IRENE	Ref000254446	9/15/2025	UB Refund Cst #00060291	84.68	84.68
123485	9/24/2025	55759	ROSAS, MAYRA	Ref000254198	9/8/2025	UB Refund Cst #00044351 On /	1,450.00	1,450.00
123486	9/24/2025	55761	SORIA, MAYELA M	Ref000254199	9/8/2025	UB Refund Cst #00002959 On /	400.00	400.00
123487	9/24/2025	55918	ZAVALA, JESUS	Ref000254200	9/8/2025	UB Refund Cst #00056374 On /	350.00	350.00
						Sub total for WELLS FARGO BANK:		5,068.51

20 checks in this report.

Grand Total All Checks: 5,068.51

Date: **September 24, 2025**

Finance Director: Lincoln Bogard

9-16-25

City Manager: William B. Pattison

Acting City Manager: Andrew R. Simmons

Bank : ewfb EFT FOR WELLS FARGO BANK -

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
3070	9/24/2025	53429	ALIANZA COACHELLA VAI	Refund	9/10/2025	2021-2024 PROPERTY TAXES	385.08	
				0054	8/12/2025	6/1-7/31 TCC COACHELLA PR	19,030.85	19,415.93
3071	9/24/2025	52366	ALTA LANGUAGE SERVIC	IS803177	8/31/2025	AUG2025 SPANISH LISTENIN	58.00	58.00
3072	9/24/2025	54859	AMAZON CAPITAL SERVI	1CGW-QKV1-DI	8/14/2025	AMAZON BASICS 3 RING BIN	118.04	
				1LQ4-6M94-4RX	8/28/2025	HOTO HANDHELD VACUUM C	211.79	
				1XXW-9XCY-7N	9/2/2025	LOGITECH Z623 400W HOME	380.58	
				1JJ7-R1HM-97H	9/8/2025	SAMSUNG 870 EVO SATA III S	390.60	
				1G44-71WN-93L	9/8/2025	MEMORY ISLAND DOCUMEN	60.87	
				1HRK-LYXX-H67	9/9/2025	JCHL RATCHET TIE-DOWN S	66.90	1,228.78
3073	9/24/2025	49989	ANDREAS LLC	88099	9/4/2025	#10 SECURITY ENVELOPES	1,102.27	1,102.27
3074	9/24/2025	53291	ANGENIOUS ENGINEERI	19-07A-058	8/31/2025	PE8/31 AVE 50 BRIDGE	10,209.77	
				19-07B-045	8/31/2025	PE8/31 SR-86/AVE 50 INTERC	15,942.40	26,152.17
3075	9/24/2025	45929	BECK OIL, INC.	178831	8/15/2025	PE8/15 INFO TECH DEPT FUE	48.61	
				179006	8/15/2025	PE8/15 ENG DEPT FUEL	213.88	
				179007	8/15/2025	PE8/15 BLDG/PLANNING DEP	306.70	
				179009	8/15/2025	PE8/15 LLMD DEPT FUEL	243.37	
				179013	8/15/2025	PE8/15 STREETS DEPT FUEL	521.02	
				179014	8/15/2025	PE8/15 WATER DEPT FUEL	1,885.84	
				179017	8/15/2025	PE8/15 PARKS DEPT FUEL	686.62	
				179031	8/15/2025	PE8/15 VEHICLE MAINT DEPT	415.65	
				179032	8/15/2025	PE8/15 SENIOR CNTR FUEL	237.30	
				179039	8/15/2025	PE8/15 CODE ENF DEPT FUE	570.97	
				179050	8/15/2025	PE8/15 SANITARY DEPT FUEL	1,509.96	
				179054	8/15/2025	PE8/15 BLDG MAINT DEPT FU	121.47	
				179055	8/15/2025	PE8/15 ADMIN DEPT FUEL	72.28	6,833.67

Bank : ewfb EFT FOR WELLS FARGO BANK -S (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
3076	9/24/2025	43462	BEST BEST & KRIEGER, L	1038216	8/31/2025	PE7/31, #80237.00887, CHROI	578.00	
				1038199	8/31/2025	PE7/31, #80237, GENERAL RE	37,676.90	
				1038202	8/31/2025	PE7/31, #80237.00445, DESEF	6,454.50	
				1038204	8/31/2025	PE7/31, #80237.00453, LEE AN	951.00	
				1038205	8/31/2025	PE7/31, #80237.00500, PRA RI	14,984.50	
				1038206	8/31/2025	PE7/31, #80237.00810, LABOF	5,028.40	
				1038207	8/31/2025	PE7/31, #80237.00820, ENVIR(	306.00	
				1038208	8/31/2025	PE7/31, #80237.00833, TELEC	4,046.00	
				1038209	8/31/2025	PE7/31, #80237.00840, CANNA	2,914.60	
				1038210	8/31/2025	PE7/31, #80237.00854, EMPLC	3,799.50	
				1038211	8/31/2025	PE7/31, #80237.00857, RENEV	7,078.40	
				1038212	8/31/2025	PE7/31, #80237.00869, AFFOF	136.00	
				1038213	8/31/2025	PE7/31, #80237.00883, AIRPO	272.00	
				1038214	8/31/2025	PE7/31, #80237.00885, LAFCC	3,264.64	
				1038215	8/31/2025	PE7/31, #80237.00886, COPYF	189.00	87,679.44
3077	9/24/2025	56338	BLAIR AIR, INC.	362249	8/13/2025	8/13 DIAGNOSTIC TEST @ 15	115.00	115.00
3078	9/24/2025	43862	BRENNTAG PACIFIC, INC	BPI544619	8/29/2025	CHEMCHLOR SODIUM HYPO(	6,922.63	
				BPI541263	8/18/2025	CHEMCHLOR SODIUM HYPO(	7,061.08	13,983.71
3079	9/24/2025	46730	CALPERS	1000000180345	8/25/2025	#6373819375, GASB-68 REPO	700.00	700.00
3080	9/24/2025	44036	DE LAGE LANDEN PUBLI(	592054681	9/8/2025	ACC #4412793, COLOR COPIE	253.40	253.40
3081	9/24/2025	43672	DESERT VALLEY SERVICI	677303	8/14/2025	PAD BUFFING 13" RED, ETC	49.12	
				677616	8/19/2025	LINER 55GL	42.35	
				678208	8/27/2025	CUTLERY PL HVY WHT FORK	476.07	
				677629	8/19/2025	NITRILE GLOVES	96.79	664.33
3082	9/24/2025	53799	ENTERPRISE FM TRUST	FBN5430944	9/4/2025	SEPT2025 LEASE CHRGS (FC	48,473.70	48,473.70
3083	9/24/2025	44713	FARMER BROTHERS CO.	95678040	8/25/2025	COFFEE, CREAMER, LIDS & (	1,070.22	1,070.22
3084	9/24/2025	55908	GALLAGHER BENEFIT SE	2025046344	9/9/2025	UTILITY OPERATIONS COMPI	4,400.00	4,400.00
3085	9/24/2025	00207	GRAINGER INC	9591303327	7/30/2025	FULL BRIM COOLING HELME	711.34	
				9597294413	8/5/2025	LINE INTERACTIVE	517.63	
				9601550990	8/8/2025	HOLE SAW, NIPPLE, ETC	142.48	
				9601551006	8/8/2025	BULKHEAD TANK FITTING	176.72	
				9616747334	8/21/2025	HAND DRUM PUMP	167.69	1,715.86
3086	9/24/2025	53123	GRANICUS	206658	5/30/2025	JULY2025-JUNE2026 AVIOR 5	3,331.95	3,331.95
3087	9/24/2025	51892	HERC RENTALS, INC.	35718427-001	7/31/2025	7/29-30 TRUCK DUMP RNTL	710.14	
				35718427-002	8/11/2025	7/29-8/5 BACKHOE RNTL	1,064.98	1,775.12

Bank : ewfb EFT FOR WELLS FARGO BANK - (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
3088	9/24/2025	00996	HOME DEPOT	3102618	8/6/2025	VISSANI 10.1CU FT TMF REFI	466.54	
				7020634	8/12/2025	18' CAMJAM W WEAR PAD, H	48.71	
				8015783	8/11/2025	23/32 OSB TG & CA LBR FEE	27.41	
				8017140	8/21/2025	BEHR PPI 2050 EGG UPW 5G	168.02	
				9016957	8/20/2025	DECORA EDGE 20AMP TAMP	149.30	
				6018611	9/2/2025	PONCHOS	45.48	
				8015754	8/11/2025	RIDGID ADJUSTABLE SAWHC	141.33	1,046.79
3089	9/24/2025	54791	HYDROPRO SOLUTIONS,	IN0004093	7/28/2025	FRONT COUPLING W/ SWIVE	798.88	
				IN0004121	8/5/2025	3" FHM CF W/ COUPLINGS	3,095.30	3,894.18
3090	9/24/2025	52988	KOUNKUEY DESIGN INITI	2514-004	8/21/2025	6/1-7/31 TCC COACHELLA PR	45,222.25	45,222.25
3091	9/24/2025	42709	LANDMARK CONSULTAN	LP0825-46	8/6/2025	6/12 PRE-CONSTRUCTION M	480.00	
				LP0825-47	8/6/2025	PE7/30 PRE CNSTRCTN MTG	1,900.00	2,380.00
3092	9/24/2025	55538	MATRIX NETWORKS	216592	8/28/2025	CONCIERGE ADD-ON FOR ZC	536.43	536.43
3093	9/24/2025	01882	NORTHERN TOOL & EQU	40c29555	7/21/2025	20V MAX RECIPROCATIN, 20I	578.73	
				ac967af9	7/23/2025	DW ATMC 20VMAX RECIP	213.71	
				4207a783	7/23/2025	SINGLE SET 7 HOLLOW S	29.95	822.39
3094	9/24/2025	49479	POLYDYNE INC.	1952735	8/12/2025	CLARIFLOC WE-1238	4,634.06	4,634.06
3095	9/24/2025	31705	RIVERSIDE COUNTY FIRE	235714	9/5/2025	FY24/25- 4TH QTR FIRE PRO	1,651,456.48	1,651,456.48
3096	9/24/2025	54601	THE LEAP INSTITUTE	4	8/7/2025	6/1-7/31 TCC COACHELLA PR	11,079.94	11,079.94
3097	9/24/2025	55354	THE VAN DYKE CORPOR/	2	8/30/2025	PE8/30 SHADY LN MOBILE HC	193,407.65	193,407.65
3098	9/24/2025	48436	UNIVAR SOLUTIONS USA	53249198	8/14/2025	SODIUM HYPOCHLORITE	11,225.89	
				53271838	8/25/2025	SODIUM HYPOCHLORITE	629.98	
				53271839	8/25/2025	SODIUM HYPOCHLORITE	760.73	12,616.60
3099	9/24/2025	45925	USA SHADE & FABRIC ST	1347766	8/20/2025	LABOR/INSTALL CHARGES @	3,424.25	3,424.25
3100	9/24/2025	55817	VESTIS SERVICES, LLC	AUG2025	8/31/2025	PE8/31, CUST #792282344/45,	3,523.49	
				AUG2025 CC	8/31/2025	PE8/31, CUST #792567364, M/	913.04	
				AUG2025 SAN	8/31/2025	PE8/31, CUST #792282347, UI	1,134.49	5,571.02
3101	9/24/2025	50629	VINTAGE ASSOCIATES, IN	237893	8/15/2025	AUG2025 LNDSCPE MAINT @	10,135.00	
				237894	8/15/2025	AUG2025 LNDSCPE MAINT @	5,201.50	
				237989	8/19/2025	LANDSCAPE ENHANCEMENT	1,560.00	
				238004	8/19/2025	RESTORED FOUNTAIN @ OLI	250.00	
				238038	8/26/2025	INSTLL'D SOD @ BGDMA PAF	8,640.00	
				237888	8/15/2025	AUG2025 LNDSCPE MAINT @	13,017.50	
				237889	8/15/2025	AUG2025 LNDSCPE MAINT @	5,247.00	
				237891	8/15/2025	AUG2025 LNDSCPE MAINT @	5,432.50	49,483.50

Bank : ewfb EFT FOR WELLS FARGO BANK -S (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
3102	9/24/2025	48364	WEST COAST TURF	INV192833	8/13/2025	TIFWAY 419 SOD	3,838.88	
				INV192891	8/14/2025	TIFWAY 419 SOD	587.25	
				INV193717	8/19/2025	TIFWAY 419 SOD	3,208.13	
				INV193770	8/20/2025	TIFWAY 419 SOD	4,469.63	
				INV194110	8/21/2025	TIFWAY 419 SOD	6,361.88	
				INV194164	8/22/2025	TIFWAY 419 SOD	6,361.88	
				INV194356	8/25/2025	TAHOMA 31 SOD	3,316.88	
				INV195099	8/27/2025	TIFWAY 419 SOD	587.25	28,731.78
3103	9/24/2025	51697	WESTERN WATER WORK	1412465-00	7/25/2025	SS BOLT W/ BLUE NUT SET, I	233.38	
				1412558-00	8/7/2025	SOFT COPPER TUBING 100F	2,001.00	
				1412641-00	8/18/2025	SOFT COPPER TUBING 100F	2,001.00	
				1412662-00	8/21/2025	SOFT COPPER TUBING 100F	2,001.00	
				1412699-00	8/27/2025	SOFT COPPER TUBING 60FT	1,063.58	
				1412712-00	8/28/2025	SOFT COPPER TUBING 100F	4,002.00	
				1412721-00	8/28/2025	GALV STL CPLG TAPER TAPP	356.05	
				1412723-00	8/28/2025	4X12 GALV NIPPLE, ETC	147.79	11,805.80
3104	9/24/2025	54272	WILLDAN	002-35784	9/3/2025	AUG2025 BLDG AND SAFETY	7,746.25	7,746.25
							Γ FOR WELLS FARGO BANK -SEPARATE CHECK:	2,252,812.92

Bank : wfb WELLS FARGO BANK

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
123488	9/24/2025	46835	AIR AND HOSE SOURCE,	627500	8/28/2025	AIRLESS PAINT HOSE ASSEM	269.70	
				627590	8/28/2025	2-1/2" FEM CAMLOCK X FEM	115.28	384.98
123489	9/24/2025	44502	ALDCO AIR CONDITIONIN	20697	8/26/2025	TRBLSHT/SVC'D UNIT @ SAN	575.00	
				20709	8/28/2025	INSTLL'D 6.3 TRANE COMPRE	4,500.00	
				20710	8/28/2025	INSTLL'D CONTACTORS TO T	2,000.00	7,075.00
123490	9/24/2025	55541	ALL DOOR TECH	3185	8/27/2025	8/25 SVC CALL- LIBRARY DO(	687.50	
				3143	8/6/2025	8/5 SVC CALL- SANITARY DO(	505.44	1,192.94
123491	9/24/2025	02200	AMERICAN WATER WORI	SO249207	7/21/2025	MBRSHP RNWL #640425- NV2	2,712.00	2,712.00
123492	9/24/2025	02200	AMERICAN WATER WORI	5392	9/3/2025	10/27-30 D1-D2 RVW WEBINA	360.00	360.00
123493	9/24/2025	52280	ARMOR TOWING	879	6/27/2025	6/27 TOWING: AVE50/CESAR	185.00	185.00
123494	9/24/2025	50632	BIG TEX TRAILER WORLI	290338	6/30/2025	2026 BIG TEX 14FT-20BK TRA	10,814.12	10,814.12
123495	9/24/2025	00836	BIO-TOX LABORATORIES	47867	8/18/2025	7/14, 8/11 LAB SERVICES	922.00	
				47868	8/18/2025	7/14+28, 8/11 LAB SERVICES	2,213.00	3,135.00
123496	9/24/2025	54517	BLACK KNIGHT TECHNOL	997557791011BI	8/31/2025	JULY2025 SITXPRO SBSCRP1	250.00	250.00
123497	9/24/2025	55945	BOUND, INC.	004	8/8/2025	6/1-7/31 TCC COACHELLA PR	960.00	960.00
123498	9/24/2025	44451	CALIFORNIA BUILDING O	19889	9/3/2025	ED WEEK- COSTA MESA: ELS	150.00	150.00
123499	9/24/2025	53423	CBE OFFICE SOLUTIONS	INV4104-CBE	9/5/2025	ACC CC3502, COLOR COPIEF	414.04	414.04
123500	9/24/2025	02048	CDW GOVERNMENT, INC	AF8EZ9D	9/4/2025	MICROSOFT EXCHANGE SA A	8,345.00	8,345.00
123501	9/24/2025	53086	CENTER FOR EMPLOYME	004	8/8/2025	6/1-7/31 TCC COACHELLA PR	4,818.60	4,818.60
123502	9/24/2025	55591	CICCS TRUST	2025-9	9/2/2025	SEPT2025 CICCS TRUST EAF	177.30	177.30
123503	9/24/2025	56178	CITIGUARD, INC.	72743	8/7/2025	JULY2025 SECURITY SVCS @	5,856.00	
				71791	7/7/2025	JUNE2025 SECURITY SVCS @	5,760.00	11,616.00
123504	9/24/2025	07950	CITY OF COACHELLA	July 2025	7/31/2025	JULY2025 WATER- ST, PARKS	75,580.26	
				July 2025-LLD's	7/31/2025	JULY2025 WATER- LLD'S	23,802.33	99,382.59
123505	9/24/2025	53220	COACHELLA ACE HARDW	9522/1	8/25/2025	HP MIX 2.6OZ & WRK GLV DR	57.71	
				9561/1	9/2/2025	GORILLA GLUE, RAIN PONCH	54.97	
				9379/1	7/28/2025	ADHESIVE PRO STEEL 10OZ,	34.23	
				9402/1	7/30/2025	HP MIX 2.6OZ, MARKER PRO	32.65	
				9451/1	8/11/2025	SM SCRW HX 50PK	16.30	
				9497/1	8/20/2025	TILE BLADE DIAMND 4-1/2"	21.74	
				9502/1	8/21/2025	MISC FASTENERS	1.07	
				9527/1	8/25/2025	CLEANER COIL CLEEN 32OZ,	22.27	
				9552/1	8/28/2025	KEYKRAFTER #80 BRASS	13.03	
				9531/1	8/26/2025	RUSH STRAW HAT ASST BAN	46.74	300.71

Bank : wfb WELLS FARGO BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
123506	9/24/2025	08970	COACHELLA VALLEY BOX	0725	7/1/2025	JULY2025 BOXING CLUB SER	2,500.00	
				0825	8/1/2025	AUG2025 BOXING CLUB SER'	2,500.00	
				0925	9/1/2025	SEPT2025 BOXING CLUB SEF	2,500.00	7,500.00
123507	9/24/2025	54137	CONSERVE LANDCARE L	512857	8/31/2025	RPLC'D BATTERY @ DIST 26	223.21	
				512858	8/31/2025	EROSION CLEAN-UP @ DIST	1,193.00	
				512859	8/31/2025	INSTLL'D DG, OLEANDER, ET	5,000.00	
				512860	8/31/2025	RPLC'D VALVE @ DIST 33	255.91	
				512861	8/31/2025	RPLC'D VALVE @ DIST 32	248.89	
				512862	8/31/2025	RPR'D VALVE @ DIST 32	233.62	
				512863	8/31/2025	INSTLL'D VALVE/VALVE BOX (	389.23	
				510362	8/28/2025	INSTLL'D DIAPHRAGM & SOL	160.17	
				510690	8/29/2025	AUG2025 LNDSCPE MAINT @	60,697.00	
				512856	8/31/2025	RPLC'D/RPR'D MASTER VALV	518.92	
				510223	8/27/2025	RPLC'D VALVES @ DIST 16	371.60	
				510224	8/27/2025	RPR'D VALVE @ DIST 24	238.80	
				510225	8/27/2025	INSTLL'D VALVE @ DIST 33	276.10	69,806.45
123508	9/24/2025	01984	CORA CONSTRUCTORS I	3	8/11/2025	PE7/31 HEADWORKS SCREE	140,926.80	140,926.80
123509	9/24/2025	52375	CORE & MAIN LP	X416681	7/25/2025	6X48 CI MJ HYD BURY 6H, ET	953.37	
				X496996	8/7/2025	B242581N 1 ANG BALL MTR V	4,076.63	5,030.00
123510	9/24/2025	00214	CORONET CONCRETE PI	1209709	8/27/2025	6.0 SACK EQ 60/40 FA, EFC FI	870.84	870.84
123511	9/24/2025	11800	COUNTY OF RIVERSIDE	AN0000003202	9/12/2025	JULY2025 ANL SHLTR+FIELD-	79,713.94	79,713.94
123512	9/24/2025	56158	CULLIGAN QUENCH	INV09491119	9/1/2025	AC D347648, SEPT2025 RNTL	41.46	
				INV09500523	9/1/2025	AC D347651, SEPT2025 RNTL	41.46	82.92
123513	9/24/2025	09650	CVAG	CV25612-25	6/30/2025	4TH QTR- FY24/25 (AP-JN) AE	11,270.73	11,270.73
123514	9/24/2025	09950	CVWD	Aug 2025	9/1/2025	CN 332543, AUG2025 WELL R	57,107.75	57,107.75
123515	9/24/2025	09950	CVWD	21045	7/30/2025	FY25/26 CV WATER COUNTS	17,500.00	17,500.00
123516	9/24/2025	02115	CWEA	App Fee-IH	8/13/2025	APP FEE- CSM1 CERT: ISAAC	476.00	476.00
123517	9/24/2025	50103	D&H WATER SYSTEMS	I2025-1080	8/15/2025	DETERGENT ADDITIVE & K IC	1,599.64	1,599.64
123518	9/24/2025	49859	DEAZTLAN CONSULTING	2025-43	7/23/2025	JUNE-JULY2025 COACHELLA	11,400.00	11,400.00
123519	9/24/2025	12870	DEPARTMENT OF JUSTIC	836669	8/7/2025	JULY2025 FINGERPRINTS	98.00	98.00
123520	9/24/2025	01089	DESERT ELECTRIC SUPF	S128524820.001	8/8/2025	WCU THHN 6 CU STR WHITE	5,108.05	
				S128342861.002	8/12/2025	PL-477-ING-MOG-120-V-CL-1/	2,234.19	
				S128553200.001	8/13/2025	RAB X34XS EXTRA SMALL 16	518.35	
				S128612917.001	8/20/2025	ARL GPD19B 19-1/2" GFCI EN	310.54	
				S128586503.001	8/18/2025	IDE 45-619 STRIPPER	40.49	8,211.62

Bank : wfb WELLS FARGO BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
123521	9/24/2025	54275	DESERT HOSE AND SUPI	10087	8/27/2025	6'X4' BELL REDUCER, 4" STRI	434.03	434.03
123522	9/24/2025	48672	DESERT RECREATION DI	0004A	8/8/2025	6/1-30 TCC COACHELLA PRO	5,398.80	
				0004B	8/8/2025	7/1-31 TCC COACHELLA PRO	5,994.69	11,393.49
123523	9/24/2025	49776	DESERT SEWER SUPPLY	38601	7/31/2025	FRAME & COVER	2,517.83	2,517.83
123524	9/24/2025	55683	DUDEK	202505152	7/3/2025	PE6/27 CSD HEADWORKS SC	4,155.37	
				202502909	5/1/2025	PE3/28 TYLER ST SEWER CA	2,432.50	
				202503626	5/23/2025	PE4/25 SSMP 2024 AUDIT	40.00	
				202505177	7/8/2025	PE6/27 SSMP 2024 AUDIT	5,345.00	
				202506453	8/8/2025	PE7/25 SSMP 2024 AUDIT	10,452.50	
				202507002	8/26/2025	PE7/25 DEVELOPMENT OF W	13,306.00	
				202507137	8/28/2025	PE7/25 WELL #16 REHAB SVC	14,055.00	49,786.37
123525	9/24/2025	14700	E. S. BABCOCK & SONS, I	CH51747-0076W	8/28/2025	JUNE-JULY2025 LAB SAMPLE	2,504.49	
				CH51799-0076D	8/29/2025	JUNE-JULY2025 LAB SAMPLE	5,301.91	
				CH51800-0076D	8/29/2025	6/20 & 7/7 LAB SAMPLES FOR	1,275.55	9,081.95
123526	9/24/2025	52568	EGAN CIVIL, INC.	22870	7/31/2025	CONSTRUCTION STAKING @	490.00	490.00
123527	9/24/2025	48977	EVERON, LLC	159495502	8/19/2025	TRIP CHRG @ 87075 AVE 54	75.00	75.00
123528	9/24/2025	51141	FENCEWORKS RENTAL S	144539	8/15/2025	8/4-9/15 INSTLLTN+FENCE RI	3,952.12	3,952.12
123529	9/24/2025	44088	FERGUSON ENTERPRISE	5633413	8/6/2025	DIGIT PCKT THRM	30.93	
				5631087	8/5/2025	2X1-1/2 BLK MI BUSH	14.75	
				5632895	8/5/2025	3/4 PVC S80 SXS 45 ELL, ETC	24.93	70.61
123530	9/24/2025	54881	FERNANDEZ, ANAHI	PD 9/27-10/1	9/2/2025	PD 9/27-10/1, APA CONF: MOI	414.00	414.00
123531	9/24/2025	55660	GANNETT CALIFORNIA LC	0007308436	8/31/2025	AUG2025 PUBLISHED ADS	999.06	999.06
123532	9/24/2025	51494	GARDA CL WEST, INC.	10827397	9/1/2025	SEPT2025 ARMORED TRANS	1,378.15	1,378.15
123533	9/24/2025	53650	GONZALEZ DE LEON, MA	Scholarship	9/9/2025	2025 CYBSA SCHOLARSHIP-	50.00	50.00
123534	9/24/2025	56416	GONZALEZ, MELISSA	Refund	9/9/2025	DEPOSIT REFUND- 9/6 BGDM	100.00	100.00
123535	9/24/2025	20150	HYDRO AG SYSTEMS	34447	7/31/2025	3" RUBBER FF FLG GSKT, ET	34.80	
				34452	7/31/2025	PVC PIPE 2" SCH80 GRAY, ET	276.10	
				34941	8/22/2025	PVC PIPE 3" SCH40 BE	30.01	340.91
123536	9/24/2025	55303	IDS GROUP, INC.	23X47.00-18	9/9/2025	PE8/31 LIBRARY ANNEX SVC	11,525.95	11,525.95

Bank : wfb WELLS FARGO BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
123537	9/24/2025	20450	IMPERIAL IRRIGATION DI	50509172-AG25	9/8/2025	AC50509172, 8/6-9/4, CORP Y/	3,151.02	
				50705542-AG25	9/8/2025	AC50705542, 8/6-9/4, PERMIT	2,303.06	
				50449010-JL/AG	9/5/2025	AC50449010, 7/16-8/13	18.29	
				50751552-JL/AG	9/5/2025	AC50751552, 7/16-8/13, 1500 (	4,157.78	
				MdJL-MdAG	8/18/2025	MID JULY-MID AUGUST 2025 I	43,846.06	
				50035790-JL/AG	8/20/2025	AC50035790, 7/17-8/14, WELL	12,275.53	
				50922456-JL/AG	8/25/2025	AC50922456, 7/15-8/14	22.13	
				50487676-AG25	9/8/2025	AC50487676, 8/6-9/4, LIFT STA	21.74	
				50035836-AG25	9/8/2025	AC50035836, 8/6-9/4, WELL #1	32.49	
				50217597-AG25	9/8/2025	AC50217597, 8/6-9/4	49.61	
				50035560-AG25	9/3/2025	AC50035560, 7/31-8/28, ST LIC	20,886.65	
				50035755-AG25	9/3/2025	AC50035755, 7/31-8/28, PUMP	10,811.41	
				50371785-AG25	9/2/2025	AC50371785, 7/30-8/28, LIFT S	563.48	
				50408460-AG25	9/3/2025	AC50408460, 7/30-8/28, WELL	14,405.09	
				50434217-AG25	9/2/2025	AC50434217, 7/30-8/28	69.81	
				50459795-AG25	9/2/2025	AC50459795, 7/31-8/28	65.99	
				50459819-AG25	9/2/2025	AC50459819, 7/30-8/28	36.41	
				50522793-AG25	9/2/2025	AC50522793, 7/30-8/28, SCAD	53.86	
				50705544-AG25	9/8/2025	AC50705544, 8/6-9/4, PERMIT	165.38	112,935.79
123538	9/24/2025	45108	IMPERIAL SPRINKLER SU	0022839017-001	8/25/2025	CORONA TRENCH SHOVEL D	255.62	
				0022847533-001	8/25/2025	VICTOR 2" PVC PIPE CUTTEF	173.48	
				0022871331-001	8/26/2025	PVC CONDUIT SCH-40 BELL E	222.78	
				0022622321-001	8/14/2025	KING UTILITY PUMP W/ HOSE	849.42	1,501.30
123539	9/24/2025	55169	INDUSTRIAL HEALTH MEI	00015871	9/3/2025	SEPT2025 DRUG TEST & PHY	85.00	85.00
123540	9/24/2025	53801	INFOSEND, INC.	293894	8/31/2025	JULY-AUG2025 UTILITY BILLII	5,820.04	5,820.04
123541	9/24/2025	54443	INNOVATIVE PLAYGROUI	3145	8/29/2025	BURKE DOG WASTE BAG DIS	1,579.18	1,579.18
123542	9/24/2025	48293	KOA CORPORATION	JB92071-53	8/29/2025	PE7/25 AVE 50 IMPROVEMEN	1,532.50	1,532.50
123543	9/24/2025	46357	LAWYERS TITLE COMPAI	LT6256500456-1	8/5/2025	PRELIMINARY REPORT (PAR(	750.00	
				LT6256500457-1	8/5/2025	PRELIMINARY REPORT (PAR(	750.00	
				LT6256500458-1	8/5/2025	PRELIMINARY REPORT (PAR(	750.00	2,250.00

Bank : wfb WELLS FARGO BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
123544	9/24/2025	45257	LIEBERT CASSIDY WHITM	298319	7/1/2025	FY25/26 MBRSHP+PREMIUM	6,470.00	
				302774	7/31/2025	PE7/31: #CO015-00012	2,031.50	
				305103	8/31/2025	PE8/31: #CO015-00012	1,840.00	
				4135	9/10/2025	ON-DEMAND TRAINING- HAR	2,075.00	
				300442	6/30/2025	PE6/30: #CO015-00013	7,003.95	
				300443	6/30/2025	PE6/30: #CO015-00012	2,142.00	
				302773	7/31/2025	PE7/31: #CO015-00013	9,380.25	30,942.70
123545	9/24/2025	54362	LINDE GAS & EQUIPMENT	51606004	8/22/2025	7/20-8/20 IND HIGH PRESSUR	50.81	50.81
123546	9/24/2025	24600	LOPES HARDWARE	0001558	8/12/2025	BROOM, ROLLERS, PAINT BR	239.06	239.06
123547	9/24/2025	53830	LOPEZ, YOLANDA M.	Edu Reimb	9/11/2025	FY25/26 EDUCATION REIMBU	2,000.00	2,000.00
123548	9/24/2025	49857	MANPOWER US INC.	39638801	8/31/2025	WE 8/31: A. GONZALES	935.82	
				39638802	8/31/2025	WE 8/31: M. GALLEGOS	935.82	
				39598966	8/10/2025	WE 8/10: J. GALINDO	926.92	
				39611489	8/17/2025	WE 8/17: J. GALINDO	811.06	
				39625417	8/24/2025	WE 8/24: A. RAYA	1,426.01	
				39626115	8/24/2025	WE 8/24: A. GONZALES	1,247.76	
				39638528	8/31/2025	WE 8/31: A. RAYA	1,283.40	7,566.79
123549	9/24/2025	55020	MARTIN MARIETTA MATE	46837237	8/18/2025	1/2" MM TY A PG70-10	412.26	
				46920794	8/25/2025	1/2" MM TY A PG70-10	569.75	
				46837236	8/18/2025	TACK 5GAL BUCKET	129.30	1,111.31
123550	9/24/2025	55038	MEDINA ZENDEJAS COMI	2196	8/7/2025	RPR'D BIKE PATH/SIDEWALK	10,470.00	10,470.00
123551	9/24/2025	25900	MEREDITH & SIMPSON C	250812	8/11/2025	TRBLSHT/RPR'D PUMP STATI	1,119.70	1,119.70
123552	9/24/2025	51633	MISCOWATER	54822B40834	8/27/2025	PUMPHEAD 2.4 WALL FOR C(	1,628.69	1,628.69
123553	9/24/2025	55357	MORENO, ADRIAN	PD 9/27-10/1	9/9/2025	PD 9/27-10/1, APA CONF: MOI	414.00	414.00
123554	9/24/2025	55377	MOTION INDUSTRIES, IN(	CA08-00045481	7/10/2025	35MM MG1 SEAL, DBL ROW E	552.89	
				CA08-00045640	7/28/2025	ELECT REPAIR PARTS	5,034.41	
				CA08-00045786	8/8/2025	MOTOR CONTROLS	2,049.23	7,636.53
123555	9/24/2025	45197	MSA CONSULTING, INC.	2406.001-26	7/31/2025	PE8/2 SHADY LN WTR SYSTE	6,488.75	
				2406.002-26	7/31/2025	PE8/2 SHADY LN SEPTIC TO :	4,185.00	10,673.75
123556	9/24/2025	56340	NEWGEN STRATEGIES A(	22054	8/31/2025	PE8/31 WATER & WASTEWAT	4,105.00	4,105.00

Bank : wfb WELLS FARGO BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
123557	9/24/2025	47192	O'REILLY AUTO PARTS	2855-422778	8/22/2025	T RMR PLUGR & STRING INS	26.19	
				2855-424259	8/26/2025	WIPER BLADE	32.52	
				2855-419884	8/12/2025	DRIP TRAYS	163.02	
				2855-419928	8/12/2025	1QT MOTOR OIL, 5QT MOTOI	44.34	
				2855-420011	8/12/2025	NEW COMPRESSOR & MICR(	379.32	
				2855-422142	8/20/2025	THERMOSTAT, 1GAL ANTIFRI	33.09	
				2855-422175	8/20/2025	RAD CAP	9.65	688.13
123558	9/24/2025	02028	PETE'S ROAD SERVICE, I	25-0859374-00	8/13/2025	MOUNT/BALANCE NEW TIRE	275.71	275.71
123559	9/24/2025	55376	PHPE SERVICES	2025-125-01	8/5/2025	7/31 TRBLSHT/RPR'D PLC FA	1,350.00	1,350.00
123560	9/24/2025	52596	PLANIT PRINT WORKS	941976	8/26/2025	RED DOOR HANGERS	334.03	
				941907	8/21/2025	LRG BLACK & WHITE PRINTII	18.55	
				941975	8/26/2025	BLUE DOOR HANGERS	334.03	686.61
123561	9/24/2025	42433	POOL & ELECTRICAL PR(	0022855696-001	8/25/2025	25LB FIRST CHOICE MULTI-C	503.77	503.77
123562	9/24/2025	56322	PRIMO BRANDS	05H8700083738	8/27/2025	7/25-8/24 DELIVERY SVCS @	156.27	156.27
123563	9/24/2025	52327	QUADIENT LEASING USA	Q1996138	8/29/2025	9/30-12/29, LSE #N24083160, I	1,067.39	1,067.39
123564	9/24/2025	52306	QUINN COMPANY	WOG00023249	7/21/2025	7/9-10 PM2+3 SVCS, INSTLL'D	10,522.46	
				32822701	8/20/2025	8/4-20 SOD CUTTER RNTL	1,193.11	11,715.57
123565	9/24/2025	54500	RELIABLE TRANSLATION:	31325	7/3/2025	7/3 DOCUMENT TRANSLATIO	184.68	
				31357	7/9/2025	7/9 CC MTG SVCS	686.00	
				31660	8/27/2025	8/27 DOCUMENT TRANSLATI(	75.00	
				31710	9/1/2025	9/3 PLANNING COMM MTG S\	196.00	
				31762	9/7/2025	9/7 DOCUMENT TRANSLATIO	209.88	
				31791	9/10/2025	9/10 CC MTG SVCS	686.00	2,037.56
123566	9/24/2025	53592	RODRIGUEZ, EFRAIN	Edu Reimb	9/3/2025	FY25/26 EDUCATION REIMBU	2,459.77	2,459.77
123567	9/24/2025	56413	RODRIGUEZ, MARIA	Refund	9/2/2025	DEPOSIT REFUND- 8/28 LIBR	300.00	300.00
123568	9/24/2025	02296	RYCO TOWING INC.	34105	7/13/2025	7/13 TOWING: CALLE ZAMOR	185.00	185.00
123569	9/24/2025	00382	SAFEGUARD BUSINESS S	9008669470	8/28/2025	LASER CHECK CUSTOM (CTA	946.48	946.48
123570	9/24/2025	56414	SANCHEZ-MEZA, VANESS	PD 9/27-10/1	9/3/2025	PD 9/27-10/1, APA CONF: MOI	414.00	414.00
123571	9/24/2025	50827	SDC SOUND COMPANY L	1171-A	9/3/2025	DEPOSIT- 10/23 SOUND SYS'	5,805.50	5,805.50
123572	9/24/2025	44581	SIGNARAMA	INV-130659	8/25/2025	INSTLL'D ACRYLIC LETTER "S	259.52	
				INV-130832	8/11/2025	INSTLL'D MDO SIGN @ SHAD	823.45	1,082.97
123573	9/24/2025	46733	SIMPLOT TURF & HORTIC	208167904	8/20/2025	21-0-0 COARSE SGN 130 W/ A	1,777.88	1,777.88
123574	9/24/2025	35430	SOUTH COAST A.Q.M.D.	4566232	9/2/2025	ID 202714, REF #G75886, EM	565.63	
				4570966	9/2/2025	ID 202714, FY25/26, EMISSIOI	179.49	745.12

Bank : wfb WELLS FARGO BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
123575	9/24/2025	55659	STAPLES	6035211235	6/25/2025	ENERGEL DELUXE RTX GEL	67.28	
				6040494822	8/25/2025	FOLDERS 6PK	22.07	
				6037656336	7/25/2025	S.I. LGTDTY DATESTMO 1-5/8	82.64	
				6037656341	7/25/2025	PROTECTOR SHT FOLD-OUT	266.68	
				6040494826	8/25/2025	3-1/8X220FT BPA FREE THER	176.34	
				6040494830	8/25/2025	LOTION LUBRDRM, SPLS 8.5/	88.12	703.13
123576	9/24/2025	02207	STATE BOARD OF EQUAL	LAFCOHearing	8/4/2025	LAFCO ANNEX PROTEST HE/	2,000.00	2,000.00
123577	9/24/2025	53743	SUSTAITA, JR., PEDRO	Cert Rnwl	8/18/2025	RMBRSMNT OF CSM4 CERT I	121.00	121.00
123578	9/24/2025	52125	TAG/AMS, INC.	4912	9/8/2025	AUG2025 DRUG TESTING	195.00	195.00
123579	9/24/2025	43837	TERRA NOVA PLANNING	TN022216	9/1/2025	PE8/31 AIRPORT BUSINESS F	1,210.05	1,210.05
123580	9/24/2025	54651	THE REINALT-THOMAS C	5043527691	7/23/2025	INSTLL'D TIRES (4) ON 2021 F	596.13	596.13
123581	9/24/2025	38250	TOPS N BARRICADES	1115378	8/15/2025	PAINT WHITE RDRY WP TP 5	2,006.44	
				1115379	8/15/2025	AIRPORT REFL GLASS BEAD	532.88	
				1115380	8/15/2025	CONE 18" ORANGE	522.00	
				1115509	8/22/2025	STENCIL GUARD 5GAL	263.18	3,324.50
123582	9/24/2025	55531	TRINITY EQUIPMENT INC	215999-0001	8/28/2025	4300 MILLCREEK HYDRAULIC	49,997.81	49,997.81
123583	9/24/2025	45053	TYLER TECHNOLOGIES,	045-534667	8/20/2025	8/13 ERP MIGRATION	1,600.00	
				045-535534	8/28/2025	8/19 ERP MIGRATION	800.00	2,400.00
123584	9/24/2025	38800	UNDERGROUND SERVICI	25-260505	9/1/2025	CA STATE FEE FOR REGULAT	68.57	
				820250131	9/1/2025	AUG2025- 54 NEW TICKETS+	226.00	294.57
123585	9/24/2025	43751	USA BLUEBOOK	INV00789688	8/6/2025	FTI PF DRUM PUMP KIT	1,170.53	
				INV00789983	8/6/2025	DECHLORINATION TABLETS	479.26	
				INV00795842	8/12/2025	ACETATE BUFFER SOLUTION	938.44	2,588.23
123586	9/24/2025	55885	V.M. POOL SERVICES ANI	851	8/29/2025	AUG2025 FOUNTAIN/POOL M.	610.00	610.00
123587	9/24/2025	39640	VALLEY LOCK & SAFE	194678	8/28/2025	SHUTTER KEYS	29.36	29.36
123588	9/24/2025	55530	VENLO RV	828539	7/31/2025	6.5GAL PROPANE	25.10	25.10
123589	9/24/2025	55816	VERIZON CONNECT FLEE	316000069328	9/2/2025	AUG2025 VEHICLE TRACKING	1,462.05	1,462.05
123590	9/24/2025	44775	VISTA PAINT CORPORATI	2025-080037-00	9/4/2025	GRA 240-794 HOSE AIRLESS	97.88	
				2025-071489-00	8/28/2025	COVERALL EXT FLAT WHITE-	100.16	198.04
123591	9/24/2025	49778	WEST COAST ARBORIST	231119	6/30/2025	6/16-30 TREE MAINT @ LLMD	26,527.80	
				232609	8/15/2025	8/1-15 TREE MAINT @ STREE	4,094.00	
				232610	8/15/2025	8/1-15 TREE MAINT @ PARKS	5,607.00	36,228.80
123592	9/24/2025	44203	WEST COAST SAND & GF	866584	7/28/2025	FILL SAND	1,407.78	1,407.78
123593	9/24/2025	54464	WHITE CAP, L.P.	50032620505	7/30/2025	ZIPPER FRONT W/ CONTRAS	156.21	
				50032561546	7/28/2025	50LB 30-60 MESH FINE KLEEI	21.19	177.40

Bank : wfb WELLS FARGO BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
123594	9/24/2025	54691	WILD BILL'S SPRAY EQUI	5213	9/3/2025	RPR'D SPRAY PAINT EQUIPM	214.41	214.41
123595	9/24/2025	48971	XPRESS GRAPHICS & PR	25-72631	8/6/2025	UCR CERTIFICATE CEREMOI	312.85	
				25-72086	7/7/2025	COACHELLA 2024 CCR BOOK	354.02	666.87
						Sub total for WELLS FARGO BANK:		996,787.55

143 checks in this report.

Grand Total All Checks: 3,249,600.47

Date: **September 24, 2025**

Lincoln J. Bogard

Finance Director: Lincoln Bogard

9-16-25

City Manager: William B. Pattison

Acting City Manager: Andrew R. Simmons

STAFF REPORT
9/24/2025

TO: Honorable Mayor and City Council Members

FROM: Andrew Simmons, P.E., Public Works Director/City Engineer

SUBJECT: Service Agreement with Vestis Services, LLC. to provide uniform and workplace supplies for a three year term

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STAFF RECOMMENDATION:

Authorize City Manager to execute Service Agreement with Vestis Services, LLC. to provide uniform and workplace supplies for a three year term

EXECUTIVE SUMMARY:

Vestis Services currently provides the City uniform and workplace supplies services. They provide clean uniforms on a weekly basis to the public works, graffiti and utility departments. They also provide supplies to the building maintenance department, such as, towels, mats and mops. City staff recommends entering into a three-year service agreement with Vestis Services, LLC. to continue to provide these services to the City and secure a lower rate that will remain the same for three years. This service agreement will have approximately a value of $50,000 for the three year agreement, as it is based on the current number of employees, this may fluctuate.

As per the City's Purchasing Procedures and Regulations all purchases in excess of $25,000 require City Council approval and completion of a formal bid process. A cooperative purchasing agency (Sourcewell) has completed a formal bid process and awarded the bid to Vestis Services, LLC. for the uniform and supplies that are utilized by the City. As a member of Sourcewell, the City may piggyback and take advantage of this service agreement and requests authorization to execute the service agreement provided by Vestis Services, LLC.

FISCAL IMPACT:

No fiscal impact. The uniform and supplies costs have been budgeted in their respective departments FY 25/26 budget.

ATTACHMENTS:

1. Service Agreement – Vestis Services, LLC.

vestis
Uniforms and Workplace Supplies

chelll

SERVICE AGREEMENT
Sourcewell NAID: S12006

Customer #: 792282344 *Use only for current customers*

Customer's Service Location (for multiple locations, see attached list)	**Customer's Billing Address** (if different)
CUSTOMER NAME: City of Coachella	CUSTOMER NAME:
ADDRESS: 53462 Enterprise Way	ADDRESS:
CITY / STATE / ZIP: Coachella, CA 92236	CITY / STATE / ZIP:

GARMENTS AND SERVICES ORDERED

No. of Wearers	MERCHANDISE (More lines available on page 3)	NUMBER OF ITEMS PER WEARER*	RATE (per item)**	EASYCARE® RATE (per item)	FREQUENCY	REPLACEMENT CHARGE (per item)
2	Coverall GO0011NAVY	2	0.28	0.06	Weekly	$27.00
20	Pant Work GP0002NAVY	11	0.11	0.04	Weekly	$16.00
2	Shirt Work GS0019ONMC	11	0.09	0.04	Weekly	$14.00
12	Pant Work GP0002BRWN	11	0.11	0.04	Weekly	$16.00
8	Shirt Work GS0019ORNG	11	0.09	0.04	Weekly	$14.00
17	Shirt Work GS0007ORNG	11	0.09	0.04	Weekly	$14.00

NON-GARMENT MERCHANDISE AND SERVICES ORDERED

MERCHANDISE (More lines available on page 3)	QUANTITY*	RATE (per item)	FREQUENCY	MINIMUM BILLED PERCENTAGE	EASYCARE® RATE (per item)	REPLACEMENT CHARGE (per item)
Mat Steady Step 4x6 DM1704BLAK	10	3.00	Weekly	50%		154.00
Mat Steady Step 3x10 DM1704BRWN	8	3.89	Weekly	50%		190.00
Dental Towel TO0011BLUE	200	0.10	Weekly	100%	0.02	0.96
Microfiber Wiper 12x12 TO0103BLUE	300	0.06	Weekly	100%	0.02	0.83
Shop Towel Plain 18x18 TS0002REDD	400	0.03	Weekly	100%	0.02	0.28
Scraper Mat DM0025BLAK	1	1.18	Weekly	100%		$67.00

*Represents total allocated units, including items at Customer's location(s) and items in the process of being laundered.
**There will be an extra charge reflected on your invoice for any non-standard sized garments.

ADDITIONAL CHARGES:

DESCRIPTION	RATE	DESCRIPTION	RATE
Garment Preparation	$0.70 per Garment	Service Charge	per Week
Company Emblem	$1.79 per Emblem		
Name Emblem	$1.00 per Emblem	Multi-day Stop Charge	per Additional Stop
Embroidery	per Embroidery		

Additional Terms/Charges:
Redress with A grade garments, B grade for future orders after redress

Vestis™ will provide Customer with a uniform, apparel and/or non-garment workplace supplies (Merchandise) rental, lease and/or processing of customer-owned-goods program. Customer agrees to pay for all of Customer's requirements for rented and/or leased Merchandise according to the terms and conditions of this Agreement and any addendums (which constitute our entire agreement), including increases in inventories or additions in Merchandise. A rental program will be provided unless otherwise specified. Vestis will provide regularly scheduled deliveries of rented Merchandise, freshly processed, repaired and finished, and will replace rented and leased Merchandise that is worn out through normal wear at no additional charge. Customer may reduce standard Merchandise and services to accommodate normal turnover of employees. Customer must notify Vestis of an employee's termination and will promptly return Merchandise issued to that employee. All other Merchandise reductions may be made with the approval of Vestis. Customer agrees that Vestis is its provider of rented and/or leased Merchandise and related services.

This Agreement is effective on the date of the last signature to this Agreement and will continue for 36 consecutive months following the later of such date or the date Merchandise is first installed. This Agreement will automatically ren eks unless either party gives the other party written notice of termination at least 90 days, but not more than 180 days, before the end of t ent term by certified mail, return receipt requested. All rented or

Use for Additional Line Items

CUSTOMER NAME: City of Coachella CID #: 792282344 *Use only for current c*

ADDRESS: 53462 Enterprise Way CITY / STATE / ZIP: Coachella, CA 92236

GARMENTS AND SERVICES ORDERED:

No. of Wearers	MERCHANDISE	NUMBER OF ITEMS PER WEARER*	RATE (per item)**	EASYCARE® RATE (per item)	FREQUENCY	REPLACEMENT CHARGE (per item)
1	Pant Work Durapres GP0171BRWN	11	0.20	0.04	Weekly	$19.00
1	Pant Female Flat Frnt GP1148BLAK	11	0.11	0.04	Weekly	$16.00
1	Pant Female Flat Frnt GP1148CHAR	11	0.11	0.04	Weekly	$16.00
1	Pant Female Flat Frnt GP1148NAVY	11	0.11	0.04	Weekly	$16.00
2	Pant Team Casual GP0151BLAK	11	0.086	0.04	Weekly	$24.00
4	Coverall GO0011ORNG	2	0.28	0.06	Weekly	$27.00
1	Pant Team Casual GP0151TANN	11	0.086	0.04	Weekly	$24.00
1	Pant Work Durapres GP0171NAVY	11	0.20	0.04	Weekly	$19.00
15	Shirt Work GS0007LTBL	11	0.09	0.04	Weekly	$14.00
6	Shirt Work GS0019LTBL	11	0.09	0.04	Weekly	$14.00
1	Shirt Work GS0007NAVY	11	0.09	0.04	Weekly	$14.00
4	Shirt Work GS0019NAVY	11	0.09	0.04	Weekly	$14.00
1	Pant Work GP0002SNST	11	0.11	0.04	Weekly	$16.00
1	Shirt Work GS0007TANN	11	0.09	0.04	Weekly	$14.00

NON-GARMENT MERCHANDISE AND SERVICES ORDERED:

MERCHANDISE	QUANTITY*	RATE (per item)	FREQUENCY	MINIMUM BILLED PERCENTAGE	EASYCARE® RATE (per item)	REPLACEMENT CHARGE (per item)
Mop Dust Synthetic 36 DP0018GREN	36	0.36	Weekly	100%		$12.00
Mop Wet Synthetic DP0025BLUE	31	0.45	Weekly	100%		$8.00
Mat Nylon/Rubber 3x4 DM0001DKGY	12	0.89	Weekly	50%		$41.00
Mat Nylon/Rubber 3x10 DM0001DKGY	4	1.96	Weekly	50%		$96.00
Mat Nylon/Rubber 4x6 DM0001DKGY	6	1.63	Weekly	50%		$78.00
Mat Careguard 3x4 DM2163DKGY	10	0.89	Weekly	50%		$41.00
Sanitizer Service	1	5.00	EW8	100%		

*Represents total allocated units, including items at Customer's location(s) and items in the process of being laundered.

leased Merchandise is the property of Vestis. Rented and leased Merchandise that is lost or ruined will be promptly paid for by Customer at the then current replacement charge. Merchandise ruined through normal wear and tear will be replaced without additional replacement charge.

TERMS AND CONDITIONS (continued)

If an "EasyCare®" charge is included, Vestis will replace the corresponding garment Merchandise that is ruined by Customer and non-garment Merchandise that is lost or ruined by Customer, in each case without any additional replacement charge. Merchandise that is lost or ruined as a result of willful misconduct or intentional abuse is not covered by EasyCare and Customer is still responsible for preparation, embroidery and emblem charges. Either party may discontinue EasyCare on garment Merchandise by providing written notice to the other party, in which case standard loss and ruin charges will apply.

There shall be no price increases until April 1, 2028, unless this Agreement has expired. On or around April 1, 2028, the Supplier may request an increase to all charges annually in an amount up to 4%. This will occur regardless of when this Agreement is signed. Charges may be additionally increased upon written notice (which may be by invoice or monthly statement). Customer may reject any such additional increase by notifying Vestis in writing within 15 days of receiving notice of such increase. If Customer rejects an additional increase, Vestis reserves the right to terminate this Agreement in whole or in part. Vestis may add surcharges or other ancillary charges upon written notice (which may be by invoice or monthly statement) at any time. In consideration of the sizeable investment Vestis is making in Merchandise, Customer agrees that Vestis may impose minimum per invoice recurring Merchandise charges equal to the greater of (a) $25 or (b) 75% of the initial amount of such charges. Vestis will charge customer for every week during this Agreement even if Customer requests reduced or no service for a particular week or weeks.

For customers extended credit, payment terms are net 30 days after the end of the month of delivery. A late payment charge equal to the lesser of 1.5% per month (18% per year) or the maximum permitted by law will be charged by Vestis on all past due amounts. Vestis may elect at any time to revoke credit privileges. Customer acknowledges that a signed invoice is not required for payment. Customer may be assessed a returned check fee of $25.00. Customer is responsible for all sales and use taxes.

Service Guaranty: Customer may terminate this Agreement at a location for material deficiencies in service at such location by informing Vestis in writing (by certified mail, return receipt requested) of the precise nature of the service deficiencies and allowing Vestis a reasonable period of time of at least 30 days to correct or begin to correct the deficiencies. If Vestis has not corrected or begun to correct the deficiencies at the location, Customer may then terminate this Agreement at the location by giving Vestis 30 days written notice (by certified mail, return receipt requested) containing an explanation of the material deficiencies that Vestis has not begun to correct. While Vestis will work in good faith to resolve orally communicated issues, Customer agrees that the above writings-based procedure must be followed to terminate this Agreement.

Customer agrees to pay all loss or ruin charges and all unpaid statements upon any termination or expiration of this Agreement. EasyCare does not cover lost or ruined Merchandise identified in connection with any reduction or elimination of Merchandise or any termination or expiration of this Agreement. If Customer breaches this Agreement or terminates this Agreement early (except in accordance with the above Service Guaranty), in whole or in part, Customer agrees to pay Vestis liquidated damages (intended as a good faith pre-estimate of the actual damages Vestis would incur and not as a penalty), equal to the greater of (a) 25% of the average weekly charges during the three months prior to termination multiplied by the number of weeks remaining in the current term, or (b) a buyback of all Merchandise in inventory at the then current replacement charge. Upon any expiration or termination of this Agreement, or any reduction or elimination of "Special Merchandise" under this Agreement, Customer will purchase, at the then current replacement charge, all Special Merchandise. "Special Merchandise" is Merchandise that is not part of Company's standard product line, is flame resistant or is embroidered, silkscreened, logoed or otherwise customized.

Unless specified in writing in this Agreement, the Merchandise supplied is not flame resistant or resistant to hazardous substances and is not designed for use in areas where it may catch fire or where contact with hazardous substances is possible. Customer will immediately notify Vestis of any toxic or hazardous substance introduced onto the Merchandise and agrees to be responsible for any loss, damage or injury experienced by Vestis or its employees as a result of the existence of such substances. Vestis reserves the right not to handle or process any Merchandise soiled with toxic or hazardous substances. For any Merchandise designated as flame resistant or "FR" (FR Merchandise), Customer agrees to notify all employees of Customer who will be wearing the FR Merchandise that the FR Merchandise is designed for the prevention of clothing ignition during short term and emergency flame exposure only and is not designed for long term high heat exposure or for use around open flames, and that no representation is made by Vestis as to the ability of the FR Merchandise to protect users from injury or death. For reflective Merchandise, any garments supplied satisfy specific ANSI/ISEA standards only if so labeled. Customer acknowledges that Vestis makes no representation, warranty or covenant regarding the visibility performance of any reflective Merchandise and that reflective properties may be reduced or ultimately lost through laundering.

Customer agrees that Customer has selected the Merchandise and is responsible for determining its appropriateness and for the safe and proper use, placement and securing of the Merchandise. **Except as set forth herein, the Merchandise and related services are provided "as is" without warranty of any kind, whether express or implied or statutory, and Vestis disclaims any and all implied warranties, including but not limited to any implied warranties of merchantability, fitness for a particular purpose, good and workmanlike manner and non-infringement of third-party rights.** Customer assumes all risk associated with the use of the Merchandise, releases Vestis from any and all liability of any kind or nature whatsoever related to the provision or use of the Merchandise and agrees to indemnify, defend and hold harmless Vestis from and against any loss, claim, expense, including attorney's fees, or liability incurred by Vestis as a result of the use or misuse of, or the inability to use, the Merchandise, or the degradation or loss of the reflectivity of any reflective Merchandise or the flame-resistant properties of any FR Merchandise. In no event will Vestis, its affiliates and their respective officers, directors or employees be liable to Customer for any indirect, special, incidental, consequential (including lost revenue or profits), punitive or extraordinary damages.

Any controversy or claim arising out of or relating to this Agreement will be settled by binding arbitration administered by the American Arbitration Association under its Commercial Arbitration Rules, and judgment on an arbitration award may be entered in any court having jurisdiction. The parties agree to utilize a single arbitrator and the most expedited process available in the forum where the arbitration is held. In this business-to-business Agreement, the terms are tailored to your specific requirements. Based on the foregoing, you agree to waive any right to bring any class and/or representative action based on any business dispute(s) between us. In the event any action, lawsuit or arbitration is required to be brought for collection of any amount due under this Agreement, Customer agrees to pay all Vestis's fees and costs involved in collection, including reasonable attorney's fees.

The performance of Vestis's duties under this Agreement may be subject to circumstances beyond Vestis's control, including strikes, lockouts, product availability, government acts, wars, and acts of God. Vestis's failure to perform under this Agreement because of such events will not be considered a breach.

If Customer sells or transfers its business (whether by asset sale, stock sale or otherwise), Customer agrees to require the new owner or operator to assume and become bound by this Agreement.

Customer confirms that, by signing this Agreement, Customer will not breach any existing contract and the person signing this Agreement is duly authorized to do so. This Agreement, the pricing contained in this Agreement and all invoices and other related information provided by Vestis shall be considered confidential information of Vestis and Customer agrees to hold such information in confidence and not share it with any third party, without the prior written consent of Vestis. The parties agree that this Agreement may be signed electronically and in counterparts and that a signed copy of this Agreement delivered by e-mail or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement. This Agreement is not binding on Vestis until executed by the General Manager of the Vestis facility that will provide service to Customer. This Agreement can only be amended in writing signed by a Vestis General Manager.

By signing below, Customer agrees to order the merchandise and services referenced herein and further agrees to the terms and conditions contained in this Agreement.

City of Coachella

Name of Customer

Customer Phone Number

Name & Title of Customer Contact

By

Signature of Authorized Customer Representative

Date

Vestis Services, LLC.

Wesley Cooke – Territory Manager

Vestis Representative Name & Title

Signature – Vestis Representative

Date

Signature – Vestis General Manager

Date

STAFF REPORT
9/24/2025

TO: Honorable Mayor and City Council Members

FROM: Andrew Simmons, P.E., Public Works Director/City Engineer

SUBJECT: Lease Agreement with Alianza Coachella Valley for property located at 1515 Sixth Street, Coachella

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STAFF RECOMMENDATION:

Authorize City Manager to execute Lease Agreement with Alianza Coachella Valley for property located at 1515 Sixth Street, Coachella.

EXECUTIVE SUMMARY:

On November 9, 2022, the City entered into a lease agreement with Alianza Coachella Valley for property located at 1515 Sixth Street. The lease is set to expire on September 30, 2025. Alianza is interested in renewing the lease for an additional three year term. The rental rate in the current lease agreement is $0.45 per square foot. Staff recommends increasing the rate to $0.55 per square foot. The rental payments are used to cover the facility utilities, pest control, alarm services, landscaping services and building repairs (including HVAC). These are the recommended terms for the lease amendment:

- Rent – $1,559.25/month
- Term – October 1, 2025-September 30, 2028
- Utilities – to be paid by Lessee for said property; with the exception of water, sewer, power and alarm system
- Maintenance/Janitorial – to be completed by Lessee for said property
- Insurance – to be provided by Lessee for said property

FISCAL IMPACT:

No fiscal impact.

ATTACHMENTS:

1. 2025 Lease Agreement – Alianza Coachella Valley
2. 2022 Lease Agreement – Alianza Coachella Valley

LEASE AGREEMENT

BETWEEN THE CITY OF COACHELLA AND

ALIANZA COACHELLA VALLEY FOR OFFICE SPACE

THIS LEASE AGREEMENT (the "Lease") is made as of October 1, 2025 by and between THE CITY OF COACHELLA, a California municipal corporation (the "Lessor"), and ALIANZA COACHELLA VALLEY, a California non-profit organization (the "Lessee"), with reference to the following facts:

RECITALS

A. The Lessor owns a 2,880 square foot building (four – 12' x 60' modular units) located at City Hall – Engineering Building, 1515 Sixth Street, Coachella, CA 92236, which is described in Exhibit A (the "Building").

B. Lessee desires to lease 2,835 square feet of the Building (the "Premises") from the Lessor for administrative office space and programming use.

C. Lessor will retain usage and access to the closet with IT equipment – approximately 45 square feet – as described on Exhibit C.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

AGREEMENT

1. Recitals. Lessor and Lessee acknowledge the Recitals set forth above which are incorporated herein by this reference together with the Exhibits attached hereto.

2. Leasehold. Lessor hereby leases to Lessee, and Lessee hereby leases from Lessor, the Premises, for the term, at the rental and upon the conditions set forth herein. Lessee accepts the Premises, including the appurtenant improvements, structures, and facilities, if any, in "AS IS" condition.

3. Premises. The Premises described in Exhibit A amount to an area of approximately 2,835 square feet. Upon execution of this Lease, Lessor grants to Lessee the right to survey the Premises (the "Survey") and such Survey, if performed, shall replace Exhibit B as the description of the Premises.

4. Term of Lease. The original term of the Lease shall be for a three (3) year period commencing on October 1, 2025 and terminating on September 30, 2028 (the "Term").

5. Rent.
   a) During the Term of this Lease, Lessee shall pay to Lessor as rent the sum of One Thousand Five Hundred Fifty-Nine Dollars and Twenty-Five Cents ($1,559.25) per month.
   b) The monthly rent will be paid by the Lessee to the Lessor in advance of the 27th day of each month and continuing throughout the term of this Lease.

c) Where to Pay Rent. All rent shall be paid to Lessor at the address specified below in S 19.

6. Utilities, Maintenance and Insurance.

a) Utilities. Lessee shall make all arrangements for and shall pay for all utilities with the exception of electricity, water, sewer and alarm system for the Premises.

b) Maintenance. Lessee agrees to maintain the leased premises in the same condition as when received, wear and tear in the usual and ordinary operation by Lessee; provided Lessor agrees to repair and maintain all exterior walls, the roof and other structural portions of the building, except for damages caused by Lessee, its officers, agents and patrons of Alianza Coachella Valley. Lessor further agrees to maintain and keep in good working condition the heating and cooling system including normal servicing and preventative maintenance.

c) Insurance. All insurance carried by Lessee shall be primary to and not contributory with any similar insurance carried by Lessor, whose insurance shall be considered excess insurance only. Lessee shall carry and maintain, during the entire term hereof, at Lessee's sole cost and expense, the following types of insurance in the amounts specified and in the form provided for in this section:

i. General Liability Insurance. Broad-form comprehensive general liability insurance with limits of not less than One Million Dollars ($1,000,000) per person and One Million Dollars ($1,000,000) each occurrence, insuring against any and all liability of Lessee with respect to the Premises or arising out of the maintenance, use or occupancy thereof, and property damage liability insurance with a limit of not less than One Million Dollars ($1,000,000) each accident, or One Million Dollars ($1,000,000) combined single limit.

ii. Property Insurance. Lessee shall obtain and maintain in force a policy or policies of insurance in the name of Lessee, with any loss payable to Lessee, and any lender of Lessor insuring against loss or damage to the improvements on the Premises, including, without limitation, any improvements installed or constructed by Lessee. The amount of such insurance shall be equal to the full insurable replacement cost of such improvements, as the same shall exist from time to time, or the amount required by any lender of Lessor, but in no event more than the commercially reasonable and available insurance value thereof. If the coverage is available and commercially appropriate, such policy or policies shall insure against all risks of direct loss or physical damage (except the perils of flood and earthquake unless required by a lender of Lessor). If such insurance coverage has a deductible clause, the deductible amount shall not exceed 'the amount permitted by a lender of Lessor. In the event any casualty results in damage to the improvements on the Premises which are the property of Lessor (and not constructed or installed by Lessee in accordance with the provisions hereof), Lessee shall either (i) use the proceeds of insurance to cause the restoration of such

property of Lessor or (ii) pay or cause payment to Lessor or any lender of Lessor an amount of the proportionate share of insurance proceeds attributable to damage to such property of Lessor.

iii. Delivery of Certificate of Insurance. Lessee shall deliver to Lessor certificates of insurance evidencing the insurance procured by Lessee, which certificates shall name Lessor as an additional insured together with any lender of Lessor. The Certificates of Insurance shall be delivered by Lessee to Lessor at the time of the execution of the Lease and shall be monitored regularly.

iv. Notice of Cancellation. All insurance policies shall contain a provision that such policies shall not be canceled or terminated without thirty (30) days' prior notice from the insurance company to Lessor. Lessee agrees that on or before thirty (30) days prior to expiration of any insurance policy, Lessee will deliver to Lessor written notification in the form of a receipt or other similar document from the applicable insurance company that said policy or policies have been renewed, or deliver certificates of coverage from another good and solvent insurance company for such coverage.

7. Use. Lessee shall use and occupy the Premises for purposes of administrative office space and programming use. Lessee shall not use the Premises for the purposes of storing, manufacturing or selling any inherently dangerous substance, chemical, thing, or device.

8. Janitorial Services. The Lessee agrees to provide at its sole cost and expense janitorial services for the leased Premises.

9. Hazardous Substances and Hazardous Materials.

a) Defined. For purposes of this Lease, the term "Hazardous Substances" shall be as defined in the Comprehensive Environmental Response, Compensation, and Liability Act, 42 U.S.C. §§ 9601 et seq., and any regulations promulgated pursuant thereto, and as used to define "Hazardous Wastes" in the Resource Conservation and Recovery Act, 42 U.S.C. §§ 6901 et seq., and any regulations promulgated thereto, or as may be identified or defined by any federal, state or local law or regulation.

b) Prohibition and Indemnity. Lessee shall not (either with or without negligence) cause or permit the use, storage, generation, escape, disposal or release of any Hazardous Substances or Hazardous Wastes in any manner not sanctioned by law. In all events, Lessee shall indemnify and hold Lessor harmless from any and all claims, damages, fines, judgments, penalties, costs, liabilities or losses (including, without limitation, any and all sums paid for settlement of claims, attorneys' fees, and consultants' and experts' fees) (collectively "Claims") from the presence or release of any Hazardous Substances or Hazardous Wastes on the Premises if caused by Lessee or persons acting under Lessee. The foregoing indemnity shall apply regardless of whether or not any such Claims are contributed to by the negligence or fault of the indemnified party, by the violation of any law, statute or regulation by the indemnified party, and even if the indemnified party is strictly liable therefore. However, in the event of

such contributory negligence or other fault of the indemnified party, then the indemnified party shall not be indemnified hereunder in the proportion that the indemnified party's negligence or other fault caused any such Claims. Lessee shall execute such affidavits, representations or other documents from time to time as Lessor may reasonably request concerning Lessee's best knowledge and belief as to the presence of Hazardous Substances or Hazardous Wastes on the Premises. This paragraph shall survive the termination of this Lease.

10. Improvements.

a) Consent of Lessor. Lessee shall not construct or make any installations, additions, improvements or alterations in or to the Premises, without the prior written consent of Lessor.

b) Lessee to Pay Improvement Cost. All installations, additions, improvements, or alterations constructed or made to the Premises, with the consent of Lessor, shall be made at the sole cost and expense of Lessee.

c) Removal of Improvements. All installations, additions, improvements, or alterations constructed or made to the Premises by Lessee shall remain Lessee's personal property and, notwithstanding principles of law applicable to real property improvements, Lessee's installations, additions, improvements or alternations shall not be deemed improvements to Lessor's Premises and may be removed from the Premises by Lessee upon termination of this Lease in the sole discretion of Lessee. Further, upon termination of this Lease and following removal of Lessee's property, the Premises shall be restored to a condition reasonably satisfactory to Lessor, at Lessee's expense. Any of Lessee's property, as aforesaid, not removed from the Premises upon termination of this Lease shall become the property of Lessor.

d) Mechanic's Liens. Lessee agrees to pay promptly for all labor or materials furnished for any work of construction, improvements, alterations, additions, repairs or maintenance performed by Lessee in connection with the Premises, and to keep and to hold the Premises free, clear, and harmless of and from all liens that could arise by reason of any such work.

11. Termination. Within ninety (90) days prior to expiration of the Term, either Lessor or Lessee may terminate this Lease, without cause, by serving the other party with thirty (30) days' prior written notice of such termination (a "Notice of Termination"). Upon termination of this Lease, Lessee shall return the Premises in good condition and repair to the reasonable satisfaction or Lessor.

12. Signs. Lessee shall not install any signs on the Premises without the prior written consent of Lessor.

13. Assignment and Subleasing. Lessee shall not assign, or mortgage, this Lease in whole or in part, nor sublet all or any part of the Premises, without the prior written consent of Lessor in each instance, which consent may be granted or denied in Lessor's sole discretion. This prohibition against assigning or subletting shall be construed to include a prohibition against any assignment or subletting by operation of law. In the event that Lessor's written consent is granted, Lessee shall pay

all expenses in connection with such assignment and Lessee shall remain primarily obligated to L for performance of all provisions of this Lease.

14. Use of Premises by Lessor. The Premises will be used for as administrative office space and programming for the Lessee; however, the Lessor still has access and use to storage room and closet with IT equipment – approximately 45 square feet identified in Exhibit C.

15. Entry and Inspection. Lessee shall permit Lessor or Lessor's agents to enter upon the Premises at reasonable times and upon reasonable notice, for the purpose of inspecting the same.

16. Indemnification. To the extent permitted by law, Lessor shall not be liable for any damage or injury to Lessee, or any other person, or to any property, occurring on the Premises or any part thereof in connection with this Lease, unless caused by the gross negligence or willful misconduct of Lessor. Lessee agrees to indemnify and hold Lessor harmless from any claims for damages which arise in connection with any such occurrence. Lessor agrees to indemnify and hold Lessee harmless from any claims for damages which arise from the gross negligence or willful misconduct of Lessor in connection with the Premises or this Lease. Said indemnifications shall include indemnity from any reasonable costs or fees which the indemnified party may incur in defending any such claim. The provisions of this Section shall survive termination of this Lease.

17. Lessor's Remedies on Default. If Lessee defaults in the payment of rent or defaults in the performance of any of the other covenants or conditions hereof, Lessor may give Lessee notice of such default and if Lessee does not cure any such default within thirty (30) days after the giving of such notice (or if the default is of a nature that it cannot be completely cured within such period, if Lessee does not commence such cure within such thirty (30) days and thereafter proceed with reasonable diligence and in good faith to cure such default), then Lessor may terminate this Lease on not less than thirty (30) days' notice to Lessee. On the date specified in such notice, the term of this Lease shall terminate and Lessee shall then quit and surrender the Premises to Lessor, without extinguishing Lessee's liability. If this Lease shall have been so terminated by Lessor, Lessor may at any time thereafter resume possession of the Premises by any lawful means and remove Lessee or other occupants and their effects.

18. Waiver. No Failure to Lessor to enforce any term hereof shall be deemed to be a waiver.

19. Notices. Any notice, request, demand, or other communication which either party may or is required to give, shall be in writing and shall be delivered in person or sent to the address set forth herein below by registered or certified mail, return receipt requested with postage prepaid, by commercial overnight courier, with written verification of receipt, or by telecopy. A notice shall be deemed given: (a) when delivered by personal delivery (as evidenced by the receipt); (b) three (3) days after deposit in the mail if sent by registered or certified mail; (c) one (1) business day after having been sent by commercial overnight courier as evidenced by the written verification of receipt or (d) on the date of confirmation if telecopies. Either party may change its address for receiving notice by written notice given to the other in accordance with the provisions of this Notices section.

To Lessor
City of Coachella
53462 Enterprise Way
Coachella, CA 92236
Attn: Andrew Simmons
Phone: (760) 398-3502
E-mail: asimmons@coachella.org

To Lessee
Alianza Coachella Valley
P.O. Box 38
Coachella, CA 92236
Attn: Silvia Paz
Executive Director
Phone: (760) 972-4628
E-mail: silvia@alianzacv.org

20. No Agency/Employment. In performing the terms of this Lease, the Lessor and Lessee each remain an autonomous and separate entity, solely responsible for its own actions and those of its officers, employees, agents and volunteers. No relationship of employment, agency, partnership or joint venture is to be created by or implied from this Lease.

21. Time of Essence. Time is of the essence of this Lease.

22. Entire Agreement. This instrument constitutes the entire agreement between the parties and may be modified only by a writing signed by both parties.

23. Governing Law. This Lease shall be governed by and construed in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the parties have executed this Lease as of the date first written above:

LESSEE:

ALIANZA COACHELLA VALLEY

California Non-Profit Organization

By: _____

Silvia Paz, Executive Director

LESSOR:

THE CITY OF COACHELLA

California Municipal Corporation

By: _____

William B. Pattison Jr., City Manager

Attest:

By: _____

Angela M. Zepeda

City Clerk - City of Coachella

Approved as to Form:

By: _____

Best, Best & Krieger LLP

City Attorney

EXHIBIT "A"

DESCRIPTION OF BUILDING:

The City of Coachella (Lessor) owns real property (approximately 2,880 square feet) located at 1515 Sixth Street, Assessor Parcel Numbers: 009-618-472, in the City of Coachella, County of Riverside, and the State of California. The total leased space is approximately 2,835 square feet ("Premises").

Depiction/Sketch:

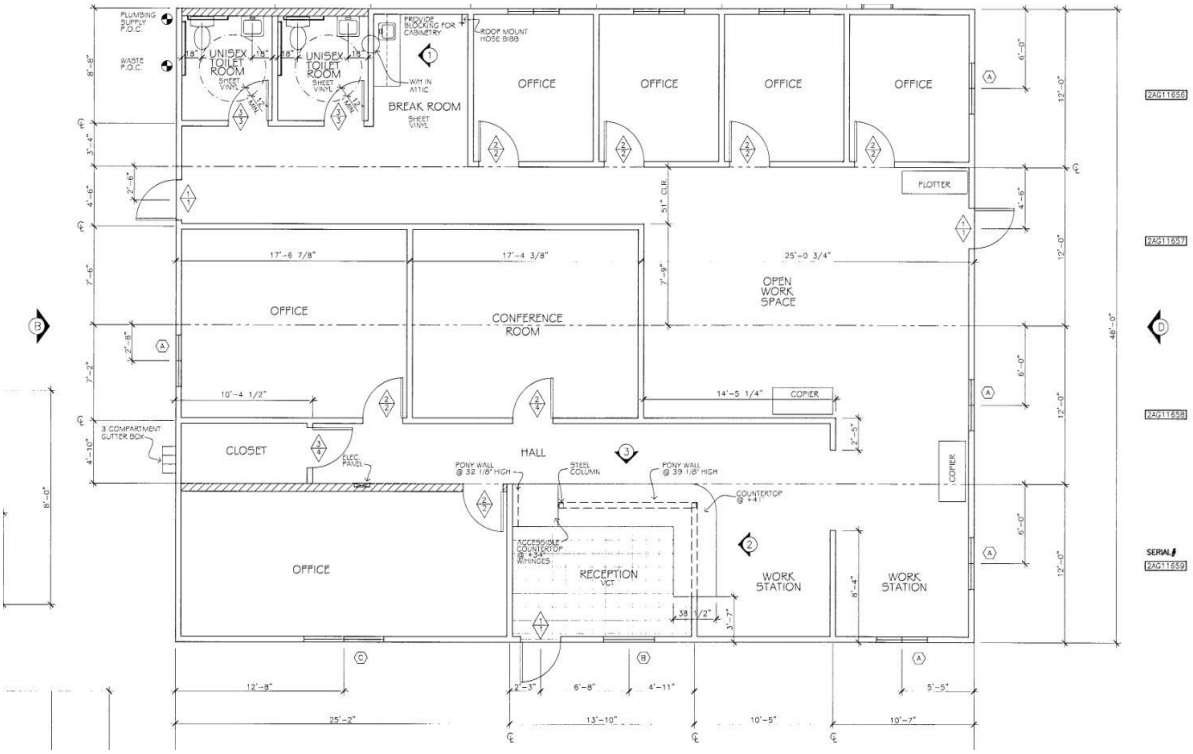




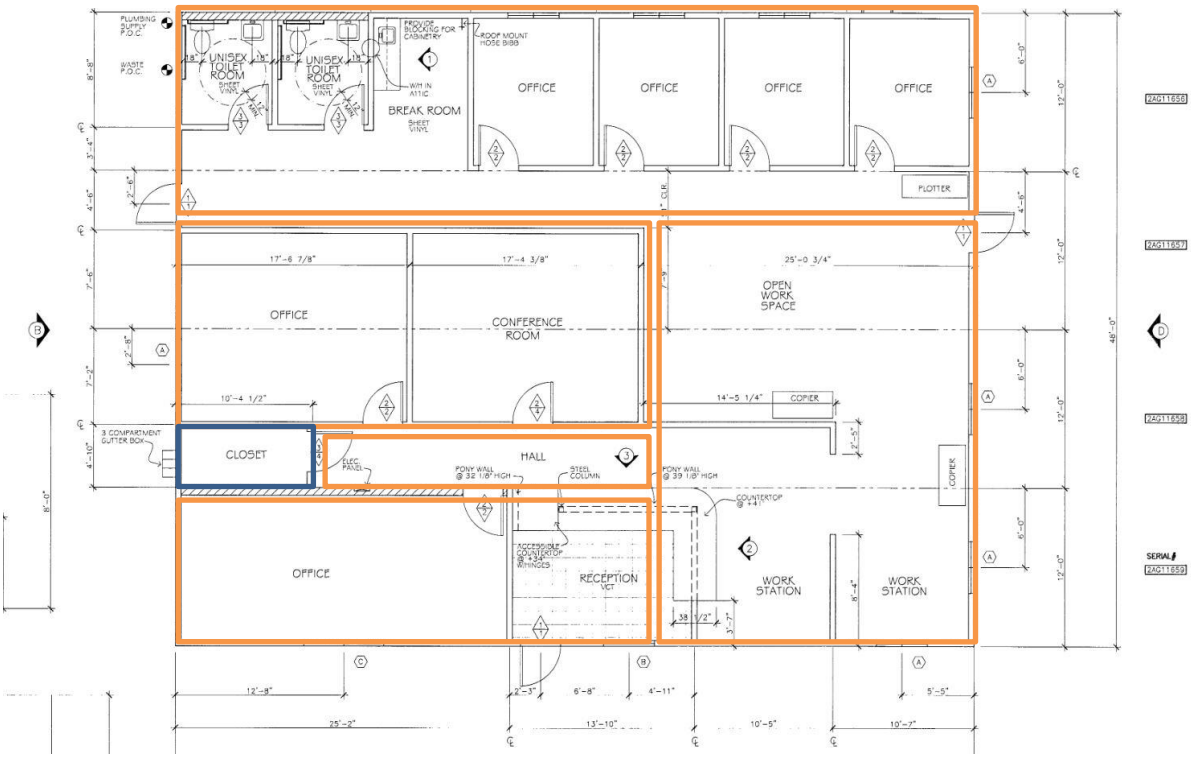
EXHIBIT “B"

SURVEY OF PREMISES

Pending

EXHIBIT "C"

Use of Premises by the Lessor and Lessee:



Lessor (City) Use =

Lessee Use =

LEASE AGREEMENT

BETWEEN THE CITY OF COACHELLA AND

ALIANZA COACHELLA VALLEY FOR OFFICE SPACE

THIS LEASE AGREEMENT (the "Lease") is made as of October 1, 2022 by and between THE CITY OF COACHELLA, a California municipal corporation (the "Lessor"), and ALIANZA COACHELLA VALLEY, a California non-profit organization (the "Lessee"), with reference to the following facts:

RECITALS

A. The Lessor owns a 2,880 square foot building (four – 12' x 60' modular units) located at City Hall – Engineering Building, 1515 Sixth Street, Coachella, CA 92236, which is described in Exhibit A (the "Building").

B. Lessee desires to lease 2,835 square feet of the Building (the "Premises") from the Lessor for administrative office space and programming use.

C. Lessor will retain usage and access to the closet with IT equipment – approximately 45 square feet – as described on Exhibit C.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

AGREEMENT

1. Recitals. Lessor and Lessee acknowledge the Recitals set forth above which are incorporated herein by this reference together with the Exhibits attached hereto.

2. Leasehold. Lessor hereby leases to Lessee, and Lessee hereby leases from Lessor, the Premises, for the term, at the rental and upon the conditions set forth herein. Lessee accepts the Premises, including the appurtenant improvements, structures, and facilities, if any, in "AS IS" condition.

3. Premises. The Premises described in Exhibit A amount to an area of approximately 2,835 square feet. Upon execution of this Lease, Lessor grants to Lessee the right to survey the Premises (the "Survey") and such Survey, if performed, shall replace Exhibit B as the description of the Premises.

4. Term of Lease. The original term of the Lease shall be for a three (3) year period commencing on October 1, 2022 and terminating on September 30, 2025 (the "Term").

5. Rent.
   a) During the Term of this Lease, Lessee shall pay to Lessor as rent the sum of One Thousand Two Hundred Seventy-Five Dollars and Seventy-Five Cents ($1,275.75) per month.
   b) The monthly rent will be paid by the Lessee to the Lessor in advance of the 27th day of each month and continuing throughout the term of this Lease.

c) Where to Pay Rent. All rent shall be paid to Lessor at the address specified below in Section 19.

6. Utilities, Maintenance and Insurance.

a) Utilities. Lessee shall make all arrangements for and shall pay for all utilities with the exception of electricity, water, sewer and alarm system for the Premises.

b) Maintenance. Lessee agrees to maintain the leased premises in the same condition as when received, wear and tear in the usual and ordinary operation by Lessee; provided Lessor agrees to repair and maintain all exterior walls, the roof and other structural portions of the building, except for damages caused by Lessee, its officers, agents and patrons of Alianza Coachella Valley. Lessor further agrees to maintain and keep in good working condition the heating and cooling system including normal servicing and preventative maintenance.

c) Insurance. All insurance carried by Lessee shall be primary to and not contributory with any similar insurance carried by Lessor, whose insurance shall be considered excess insurance only. Lessee shall carry and maintain, during the entire term hereof, at Lessee's sole cost and expense, the following types of insurance in the amounts specified and in the form provided for in this section:

i. General Liability Insurance. Broad-form comprehensive general liability insurance with limits of not less than One Million Dollars ($1,000,000) per person and One Million Dollars ($1,000,000) each occurrence, insuring against any and all liability of Lessee with respect to the Premises or arising out of the maintenance, use or occupancy thereof, and property damage liability insurance with a limit of not less than One Million Dollars ($1,000,000) each accident, or One Million Dollars ($1,000,000) combined single limit.

ii. Property Insurance. Lessee shall obtain and maintain in force a policy or policies of insurance in the name of Lessee, with any loss payable to Lessee, and any lender of Lessor insuring against loss or damage to the improvements on the Premises, including, without limitation, any improvements installed or constructed by Lessee. The amount of such insurance shall be equal to the full insurable replacement cost of such improvements, as the same shall exist from time to time, or the amount required by any lender of Lessor, but in no event more than the commercially reasonable and available insurance value thereof. If the coverage is available and commercially appropriate, such policy or policies shall insure against all risks of direct loss or physical damage (except the perils of flood and earthquake unless required by a lender of Lessor). If such insurance coverage has a deductible clause, the deductible amount shall not exceed 'the amount permitted by a lender of Lessor. In the event any casualty results in damage to the improvements on the Premises which are the property of Lessor (and not constructed or installed by Lessee in accordance with the provisions hereof), Lessee shall either (i) use the proceeds of insurance to cause the restoration of such

property of Lessor or (ii) pay or cause payment to Lessor or any lender of Lessor in an amount of the proportionate share of insurance proceeds attributable to damage to such property of Lessor.

iii. Delivery of Certificate of Insurance. Lessee shall deliver to Lessor certificates of insurance evidencing the insurance procured by Lessee, which certificates shall name Lessor as an additional insured together with any lender of Lessor. The Certificates of Insurance shall be delivered by Lessee to Lessor at the time of the execution of the Lease and shall be monitored regularly.

iv. Notice of Cancellation. All insurance policies shall contain a provision that such policies shall not be canceled or terminated without thirty (30) days' prior notice from the insurance company to Lessor. Lessee agrees that on or before thirty (30) days prior to expiration of any insurance policy, Lessee will deliver to Lessor written notification in the form of a receipt or other similar document from the applicable insurance company that said policy or policies have been renewed, or deliver certificates of coverage from another good and solvent insurance company for such coverage.

7. Use. Lessee shall use and occupy the Premises for purposes of administrative office space and programming use. Lessee shall not use the Premises for the purposes of storing, manufacturing or selling any inherently dangerous substance, chemical, thing, or device.

8. Janitorial Services. The Lessee agrees to provide at its sole cost and expense janitorial services for the leased Premises.

9. Hazardous Substances and Hazardous Materials.

a) Defined. For purposes of this Lease, the term "Hazardous Substances" shall be as defined in the Comprehensive Environmental Response, Compensation, and Liability Act, 42 U.S.C. §§ 9601 et seq., and any regulations promulgated pursuant thereto, and as used to define "Hazardous Wastes" in the Resource Conservation and Recovery Act, 42 U.S.C. §§ 6901 et seq., and any regulations promulgated thereto, or as may be identified or defined by any federal, state or local law or regulation.

b) Prohibition and Indemnity. Lessee shall not (either with or without negligence) cause or permit the use, storage, generation, escape, disposal or release of any Hazardous Substances or Hazardous Wastes in any manner not sanctioned by law. In all events, Lessee shall indemnify and hold Lessor harmless from any and all claims, damages, fines, judgments, penalties, costs, liabilities or losses (including, without limitation, any and all sums paid for settlement of claims, attorneys' fees, and consultants' and experts' fees) (collectively "Claims") from the presence or release of any Hazardous Substances or Hazardous Wastes on the Premises if caused by Lessee or persons acting under Lessee. The foregoing indemnity shall apply regardless of whether or not any such Claims are contributed to by the negligence or fault of the indemnified party, by the violation of any law, statute or regulation by the indemnified party, and even if the indemnified party is strictly liable therefore. However, in the event of

such contributory negligence or other fault of the indemnified party, then the indemnified party shall not be indemnified hereunder in the proportion that the indemnified party's negligence or other fault caused any such Claims. Lessee shall execute such affidavits, representations or other documents from time to time as Lessor may reasonably request concerning Lessee's best knowledge and belief as to the presence of Hazardous Substances or Hazardous Wastes on the Premises. This paragraph shall survive the termination of this Lease.

10. Improvements.

a) Consent of Lessor. Lessee shall not construct or make any installations, additions, improvements or alterations in or to the Premises, without the prior written consent of Lessor.

b) Lessee to Pay Improvement Cost. All installations, additions, improvements, or alterations constructed or made to the Premises, with the consent of Lessor, shall be made at the sole cost and expense of Lessee.

c) Removal of Improvements. All installations, additions, improvements, or alterations constructed or made to the Premises by Lessee shall remain Lessee's personal property and, notwithstanding principles of law applicable to real property improvements, Lessee's installations, additions, improvements or alternations shall not be deemed improvements to Lessor's Premises and may be removed from the Premises by Lessee upon termination of this Lease in the sole discretion of Lessee. Further, upon termination of this Lease and following removal of Lessee's property, the Premises shall be restored to a condition reasonably satisfactory to Lessor, at Lessee's expense. Any of Lessee's property, as aforesaid, not removed from the Premises upon termination of this Lease shall become the property of Lessor.

d) Mechanic's Liens. Lessee agrees to pay promptly for all labor or materials furnished for any work of construction, improvements, alterations, additions, repairs or maintenance performed by Lessee in connection with the Premises, and to keep and to hold the Premises free, clear, and harmless of and from all liens that could arise by reason of any such work.

11. Termination. Within ninety (90) days prior to expiration of the Term, either Lessor or Lessee may terminate this Lease, without cause, by serving the other party with thirty (30) days' prior written notice of such termination (a "Notice of Termination"). Upon termination of this Lease, Lessee shall return the Premises in good condition and repair to the reasonable satisfaction or Lessor.

12. Signs. Lessee shall not install any signs on the Premises without the prior written consent of Lessor.

13. Assignment and Subleasing. Lessee shall not assign, or mortgage, this Lease in whole or in part, nor sublet all or any part of the Premises, without the prior written consent of Lessor in each instance, which consent may be granted or denied in Lessor's sole discretion. This prohibition against assigning or subletting shall be construed to include a prohibition against any assignment or subletting by operation of law. In the event that Lessor's written consent is granted, Lessee shall pay

all expenses in connection with such assignment and Lessee shall remain primarily obligated to Lessor for performance of all provisions of this Lease.

14. Use of Premises by Lessor. The Premises will be used for as administrative office space and programming for the Lessee; however, the Lessor still has access and use to storage room and closet with IT equipment – approximately 45 square feet identified in Exhibit C.

15. Entry and Inspection. Lessee shall permit Lessor or Lessor's agents to enter upon the Premises at reasonable times and upon reasonable notice, for the purpose of inspecting the same.

16. Indemnification. To the extent permitted by law, Lessor shall not be liable for any damage or injury to Lessee, or any other person, or to any property, occurring on the Premises or any part thereof in connection with this Lease, unless caused by the gross negligence or willful misconduct of Lessor. Lessee agrees to indemnify and hold Lessor harmless from any claims for damages which arise in connection with any such occurrence. Lessor agrees to indemnify and hold Lessee harmless from any claims for damages which arise from the gross negligence or willful misconduct of Lessor in connection with the Premises or this Lease. Said indemnifications shall include indemnity from any reasonable costs or fees which the indemnified party may incur in defending any such claim. The provisions of this Section shall survive termination of this Lease.

17. Lessor's Remedies on Default. If Lessee defaults in the payment of rent or defaults in the performance of any of the other covenants or conditions hereof, Lessor may give Lessee notice of such default and if Lessee does not cure any such default within thirty (30) days after the giving of such notice (or if the default is of a nature that it cannot be completely cured within such period, if Lessee does not commence such cure within such thirty (30) days and thereafter proceed with reasonable diligence and in good faith to cure such default), then Lessor may terminate this Lease on not less than thirty (30) days' notice to Lessee. On the date specified in such notice, the term of this Lease shall terminate and Lessee shall then quit and surrender the Premises to Lessor, without extinguishing Lessee's liability. If this Lease shall have been so terminated by Lessor, Lessor may at any time thereafter resume possession of the Premises by any lawful means and remove Lessee or other occupants and their effects.

18. Waiver. No Failure to Lessor to enforce any term hereof shall be deemed to be a waiver.

19. Notices. Any notice, request, demand, or other communication which either party may or is required to give, shall be in writing and shall be delivered in person or sent to the address set forth herein below by registered or certified mail, return receipt requested with postage prepaid, by commercial overnight courier, with written verification of receipt, or by telecopy. A notice shall be deemed given: (a) when delivered by personal delivery (as evidenced by the receipt); (b) three (3) days after deposit in the mail if sent by registered or certified mail; (c) one (1) business day after having been sent by commercial overnight courier as evidenced by the written verification of receipt or (d) on the date of confirmation if telecopies. Either party may change its address for receiving notice by written notice given to the other in accordance with the provisions of this Notices section.

To Lessor
City of Coachella
53462 Enterprise Way
Coachella, CA 92236
Attn: Maritza Martinez
Phone: (760) 501-8111
E-mail: mmartinez@coachella.org

To Lessee
Alianza Coachella Valley
P.O. Box 38
Coachella, CA 92236
Attn: Silvia Paz
Executive Director
Phone: (760) 972-4628
E-mail: silvia@alianzacv.org

20. No Agency/Employment. In performing the terms of this Lease, the Lessor and Lessee each remain an autonomous and separate entity, solely responsible for its own actions and those of its officers, employees, agents and volunteers. No relationship of employment, agency, partnership or joint venture is to be created by or implied from this Lease.

21. Time of Essence. Time is of the essence of this Lease.

22. Entire Agreement. This instrument constitutes the entire agreement between the parties and may be modified only by a writing signed by both parties.

23. Governing Law. This Lease shall be governed by and construed in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the parties have executed this Lease as of the date first written above:

LESSEE:

ALIANZA COACHELLA VALLEY

California Non-Profit Organization

By: _____

Silvia Paz, Executive Director

LESSOR:

THE CITY OF COACHELLA

California Municipal Corporation

By: _____

Dr. Gabriel D. Martin, City Manager

Attest:

By: _____

Angela M. Zepeda

City Clerk - City of Coachella

Approved as to Form:

By: _____

Best, Best & Krieger LLP

City Attorney

EXHIBIT "A"

DESCRIPTION OF BUILDING:

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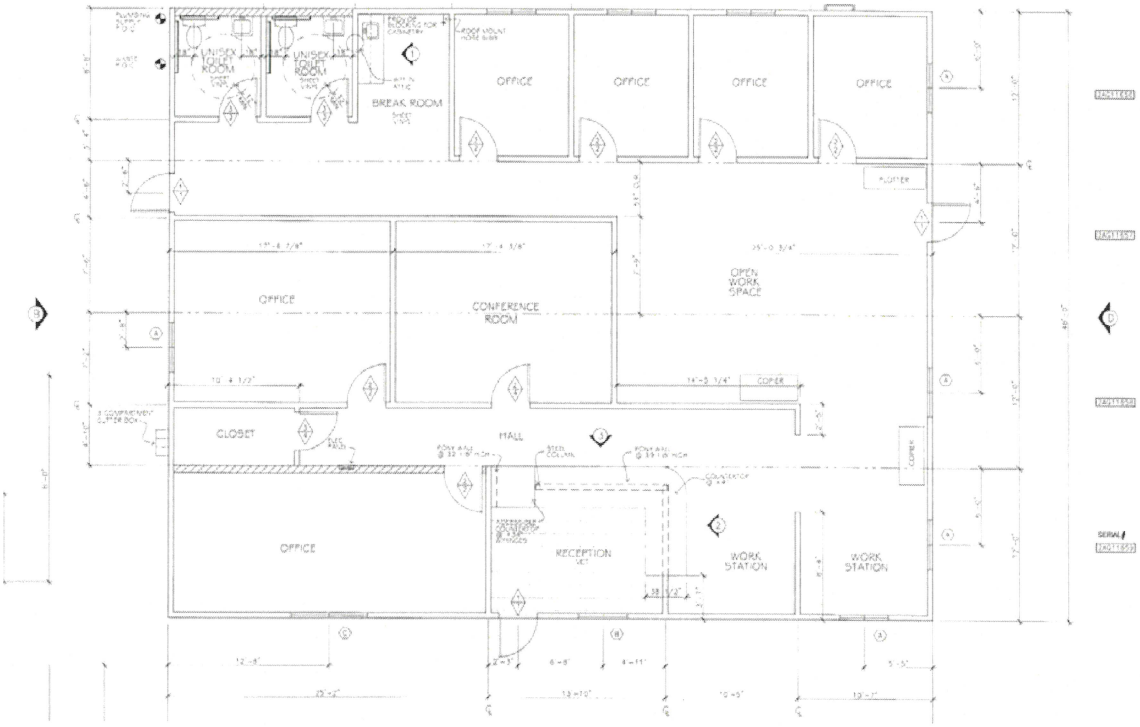




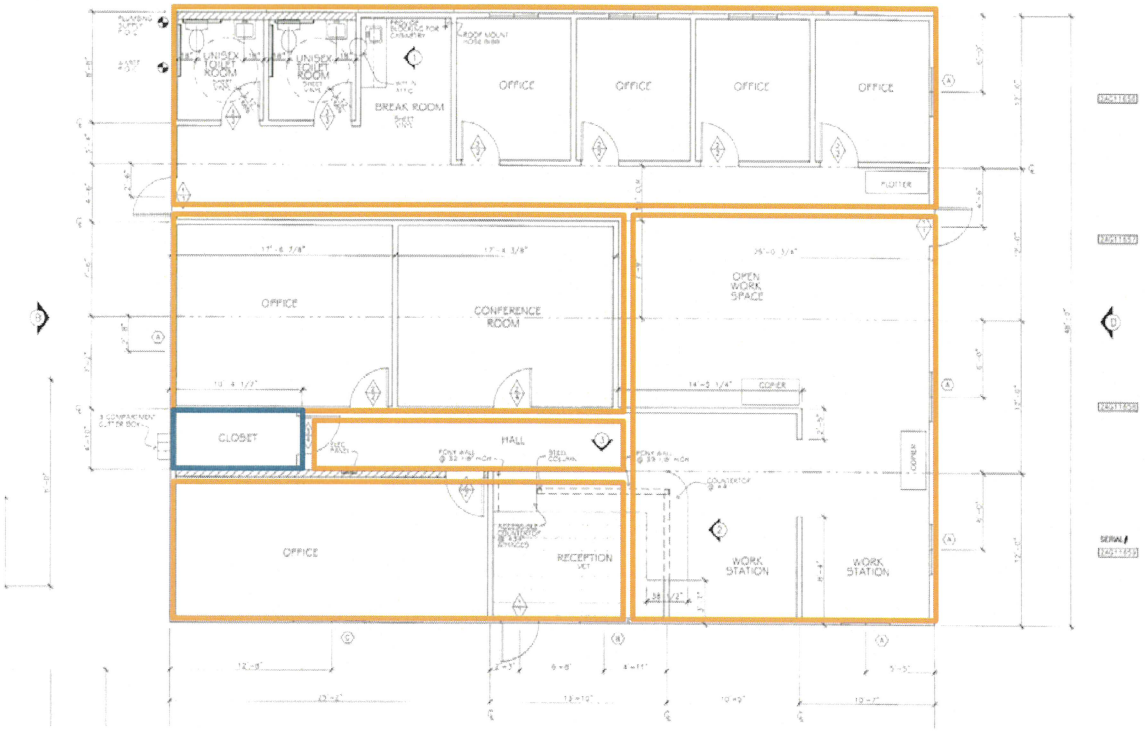
EXHIBIT "B"

SURVEY OF PREMISES

Pending

EXHIBIT "C"

Use of Premises by the Lessor and Lessee:



Lessor (City) Use =

Lessee Use =

STAFF REPORT
9/24/2025

TO: Honorable Mayor and City Council Members

FROM: Andrew Simmons, P.E., Public Works Director/City Engineer

SUBJECT: Letter Agreement with Sundog Inc. dba Sola-Lite in the amount of $43,970 to install fall protection on the roofs at the Corporate Yard, Civic Center and Senior Center buildings.

STAFF RECOMMENDATION:

Authorize City Manager to execute Letter Agreement with Sundog Inc. dba Sola-Lite in the amount of $43,970 to install fall protection on the roofs at the Corporate Yard, Civic Center and Senior Center buildings.

BACKGROUND:

Staff has determined the existing roofs at the Corporate Yard, Civic Center and Senior Center would benefit from fall protection upgrades. This work includes installing skylight security screens and safety railing and gates on the roof access hatches. This will provide maintenance workers on the roofs of these buildings added safety to perform work.

DISCUSSION/ANALYSIS:

City staff has requested informal bids from three companies to provide fall protection at the Corporate Yard, Civic Center and Senior Center buildings. One company was unresponsive. After reviewing the two responsive proposals, City staff has determined the Sola-Lite proposal meets City Standards and requirements. Staff recommends authorizing the letter agreement with Sola-Lite to provide the fall protection as described in the agreement attached.

FISCAL IMPACT:

No fiscal impact. The proposed improvements will be expensed to the building maintenance FY 25/26 budget in the amounts $27,904 for the Corporate Yard, $8,956 for the Civic Center and $7,110 for the Senior Center.

ATTACHMENTS:

1. Letter Agreement – Sundog Inc. dba Sola-Lite

CITY OF COACHELLA
53-990 ENTERPRISE WAY, COACHELLA, CALIFORNIA 92236
PHONE (760) 398-3502 • WWW.COACHELLA.ORG

LETTER AGREEMENT BETWEEN
SUNDOG INC. DBA SOLA-LITE AND CITY OF COACHELLA
September 24, 2025

Matthew Acuff
P.O. Box 11571, Palm Desert, CA 92255

Re: Letter of Agreement for the Installation of Fall Protection Security Screens and Roof Access Hatches at the Corporate Yard, Civic Center and Senior Center

Dear Mr. Acuff:

This letter shall be our Agreement regarding the described below ("Services") to be provided by Sola Lite ("Contractor") as an independent contractor to the City of Coachella for the City's Fall Protection at the City Corporate Yard, Civic Center and Senior Center ("Project").

The Services to be provided include the following: Install Skylight Fallguard Protection Security Screens and Roof Access Hatch Safety Railing and Gate at the Corporate Yard, Civic Center and Senior Center; all labor and material to be included. The Services to be provided are more particularly described in the Scope of Services attached hereto as Exhibit "A" and incorporated herein by reference.

Contractor shall perform all Services under this Letter of Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California, and consistent with all applicable laws. Contractor represents that it, its employees and subcontractors have all licenses, permits, qualifications, and approvals of whatever nature that are legally required to perform the Services, including a City Business License, and that such licenses and approvals shall be maintained throughout the term of this Agreement. Compensation for the above services shall be based on the actual amount of time spent in adequately performing the Services expressly agreed in writing in advance by the City, the cost to the City for the Services shall not exceed $43,970.00 .

Contractor is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 1600, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. Since the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and since the total compensation is $1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. City shall provide Contractor with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Contractor's principal place of business and at the project site. Contractor shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

Contractor shall provide proof of commercial general liability and automobile insurance to the City in amounts and with policies, endorsements and conditions required by the City for the

Services. If Contractor is an employer or otherwise hires one or more employees during the term of this Project, Contractor shall also provide proof of workers' compensation coverage for such employees which meets all requirements of state law.

Invoices shall be submitted to the City monthly as performance of the Services progresses. City shall review and pay the approved charges on such invoices in a timely manner. Services on the Project shall begin immediately and be completed by December 1, 2025, unless extended by the City in writing. The City may terminate this Letter of Agreement at any time with or without cause. If the City finds it necessary to terminate this Letter of Agreement without cause before Project completion, Contractor shall be entitled to be paid in full for those Services adequately completed prior to the notification of termination. Contractor may terminate this Letter of Agreement for cause only.

Contractor shall defend, indemnify and hold the City, its officials, officers, employees, agents, and volunteers free and harmless from any and all claims, demands, causes of action, expenses, liabilities, losses, damages, and injuries to property or persons, including wrongful death, in any manner arising out of or incident to any alleged negligent acts, omissions or willful misconduct of Contractor, its officials, officers, employees, agents, consultants, and contractors arising out of or in connection with the performance of the Services or this Agreement, including, without limitation, the payment of all consequential damages, attorneys fees and other related costs and expenses. To the fullest extent permitted by law, Contractor shall defend, indemnify and hold the City, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or relating to any negligence, errors or omissions, recklessness, or willful misconduct of Contractor, its officials, officers, employees, agents, consultants, and contractors arising out of or in connection with the performance of the Contractor's Services, including without limitation the payment of all consequential damages, expert witness fees, and attorneys fees and other related costs and expenses. Contractor shall defend, at Contractor's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against City, its directors, officials, officers, employees, agents, or volunteers. Contractor shall pay and satisfy any judgment, award or decree that may be rendered against City or its directors, officials, officers, employees, agents, or volunteers, in any such suit, action or other legal proceeding. Contractor shall reimburse City and its directors, officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the City, its directors, officials officers, employees, agents, or volunteers.*****]**

If you agree with the terms of this Letter of Agreement, please indicate by signing and dating where indicated below. An original, executed copy of this Letter of Agreement is enclosed for your records.

CITY OF COACHELLA

Approved by:

_____
William B. Pattison Jr.
City Manager

Approved as to Form:
BEST, BEST & KRIEGER

_____
City Attorney

Attest:

_____
Angela M. Zepeda
City Clerk

CONTRACTOR

Reviewed and Accepted by Contractor:

_____
Signature

_____
Name

_____
Title

_____
Date

Estimate #118791

Billing Address
City of Coachella
53462 Enterprise Way
Coachella CA 92236 United States
jlara@coachella.org
+1 442 400 1382

Contact: Janet Lara
442 400 1382

Service Address
53462 Enterprise Way
53462 Enterprise Way
Coachella CA 92236 United States
jlara@coachella.org
+1 442 400 1382

Send Payment To
SOLA LITE
P.O. Box 11571
Palm Desert CA 92255
+17607795591
showroom@puresunlight.com

Estimate Date	07/23/25
Sent On	09/05/25
Total	$27,904.00
Payments	$0.00
Balance	$27,904.00

Charges

Item	Description	Unit Cost	Tax	Quantity	Line Total
Misc Parts, Installed	Acra-Guard Fall Protection Security Screen for 4'x 8' skylight Price includes the material, tax, and labor.	$723.00	✖	28.0	$20,244.00
Misc Parts, Installed	Roof Access Hatch Safety Railing & Gate Price includes the material, tax, and labor.	$3,555.00	✖	2.0	$7,110.00
991|Roof Loading	Roof Loading Fee: May involve crane and/or additional equipment/manpower.	$550.00	✖	1.0	$550.00
				Subtotal	$27,904.00
				Tax	$0.00
				Total	**$27,904.00**

Payments

Date	Type	Amount
No payments		

Notes

Estimates valid for 60 days. Deposit may be required at time of order. Balance due at time of installation/delivery.
Payment by credit card may be subject to a 4% fee; Visa, Mastercard, and Discover accepted.

CA General Contractor Lic. #953443

Terms

By default, installations on 2-story homes will entail an additional $300 fee per unit; this fee may be modified or waived at the discretion of the installer.
Installation may call for additional charges in situations including but not limited to: tube lengths over 6ft, angles over 30° from vertical (aka "horizontal install"), roof Turret Extensions, Ceiling heights over 12 feet, Roof pitches 6:12 or steeper, roofs over 20ft high, any situations requiring scaffolding or additional roof safety measures, metal roofs, "double roofs" (i.e. a single penetration that passes through multiple roof decks), installs through 2nd-story floor, any additional insurance costs (i.e. certain types of endorsements, waivers of subrogation, wrap-policies, performance bonds, etc.) if required, and other costs unknown at time of quote. Third-party compliance such as City and/or HOA (Home-owner's Association or Country Club) fees, permits, or approvals, if any, are the property owner's responsibility. Additional service call fees may apply if installation requires multiple visits.

Estimate #118810

Billing Address
City of Coachella
53462 Enterprise Way
Coachella CA 92236 United States
jlara@coachella.org
+1 442 400 1382

Contact: Janet Lara
442 400 1382

Service Address
Coachella Civic Center
53990 Enterprise Way
Coachella CA 92236 United States
jlara@coachella.org
+1 442 400 1382

Contact: Janet Lara
+14424001382

Send Payment To
SOLA LITE
P.O. Box 11571
Palm Desert CA 92255
+17607795591
showroom@puresunlight.com

Estimate Date	07/23/25
Total	$8,956.00
Payments	$0.00
Balance	$8,956.00

Charges

Item	Description	Unit Cost	Tax	Quantity	Line Total
Misc Parts, Installed	Skylight Fallguard Protection Security Screen for Model 9797 acrylic skylight Price includes the material, tax, and labor.	$4,851.00	✖	1.0	$4,851.00
Misc Parts, Installed	Roof Access Hatch Safety Railing & Gate Price includes the material, tax, and labor.	$3,555.00	✖	1.0	$3,555.00
991|Roof Loading	Roof Loading Fee: May involve crane and/or additional equipment/manpower.	$550.00	✖	1.0	$550.00
				Subtotal	$8,956.00
				Tax	$0.00
				Total	**$8,956.00**

Payments

Date	Type	Amount
No payments		

Notes

Estimates valid for 60 days. Deposit may be required at time of order. Balance due at time of installation/delivery.
Payment by credit card may be subject to a 4% fee; Visa, Mastercard, and Discover accepted.

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Terms

By default, installations on 2-story homes will entail an additional $300 fee per unit; this fee may be modified or waived at the discretion of the installer.
Installation may call for additional charges in situations including but not limited to: tube lengths over 6ft, angles over 30° from vertical (aka "horizontal install"), roof Turret Extensions, Ceiling heights over 12 feet, Roof pitches 6:12 or steeper, roofs over 20ft high, any situations requiring scaffolding or additional roof safety measures, metal roofs, "double roofs" (i.e. a single penetration that passes through multiple roof decks), installs through 2nd-story floor, any additional insurance costs (i.e. certain types of endorsements, waivers of subrogation, wrap-policies, performance bonds, etc.) if required, and other costs unknown at time of quote. Third-party compliance such as City and/or HOA (Home-owner's Association or Country Club) fees, permits, or approvals, if any, are the property owner's responsibility. Additional service call fees may apply if installation requires multiple visits.

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+1 442 400 1382

Contact: Janet Lara
442 400 1382

Service Address
Coachella Senior Center
1540 7th Street
Coachella CA 92236 United States
jlara@coachella.org
+1 442 400 1382

Contact: Janet Lara
+14424001382

Send Payment To
SOLA LITE
P.O. Box 11571
Palm Desert CA 92255
+17607795591
showroom@puresunlight.com

Estimate Date	07/23/25
Total	$7,110.00
Payments	$0.00
Balance	$7,110.00

Charges

Item	Description	Unit Cost	Tax	Quantity	Line Total
Misc Parts, Installed	Roof Access Hatch Safety Railing & Gate Price includes the material, tax, and labor.	$3,555.00	✖	2.0	$7,110.00
				Subtotal	$7,110.00
				Tax	$0.00
				Total	**$7,110.00**

Payments

Date	Type	Amount
No payments		

Notes

Estimates valid for 60 days. Deposit may be required at time of order. Balance due at time of installation/delivery.
Payment by credit card may be subject to a 4% fee; Visa, Mastercard, and Discover accepted.

CA General Contractor Lic. #953443

Terms

By default, installations on 2-story homes will entail an additional $300 fee per unit; this fee may be modified or waived at the discretion of the installer.
Installation may call for additional charges in situations including but not limited to: tube lengths over 6ft, angles over 30° from vertical (aka "horizontal install"), roof Turret Extensions, Ceiling heights over 12 feet, Roof pitches 6:12 or steeper, roofs over 20ft high, any situations requiring scaffolding or additional roof safety measures, metal roofs, "double roofs" (i.e. a single penetration that passes through multiple roof decks), installs through 2nd-story floor, any additional insurance costs (i.e. certain types of endorsements, waivers of subrogation, wrap-policies, performance bonds, etc.) if required, and other costs unknown at time of quote. Third-party compliance such as City and/or HOA (Home-owner's Association or Country Club) fees, permits, or approvals, if any, are the property owner's responsibility. Additional service call fees may apply if installation requires multiple visits.

STAFF REPORT
9/24/2025

TO: Honorable Mayor and City Council Members

FROM: Jaime Arroyo, Grants Manager

SUBJECT: Authorize a Community Based Grant to the Coachella Valley Volunteers in Medicine in the Amount of $1,000 to Support No-Charge Primary Medical Care

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STAFF RECOMMENDATION:

Staff recommends that the City Council consider awarding a Community Based Grant (CBG) to the Coachella Valley Volunteers in Medicine in the amount of $1,000 to support no-charge primary medical care.

BACKGROUND:

The Community Based Grant Program was established in 2010 and allows the City of Coachella to offer financial assistance to local nonprofit organizations, youth-serving organizations, and other community-based organizations that provide essential services, programs and activities to residents in Coachella. Applicant organizations are only eligible to submit one application for consideration each fiscal year and must be legally established with non-profit or tax-exempt status, be based in the Coachella Valley, or provide direct service to Coachella residents. Approval of grant funds does not constitute a precedent for grant allocations in subsequent years. All CBG grants are reimbursement grants to ensure that applicants are meeting their stated goals. The FY 25-26 budget included an allocation of $15,000 for the Community Based Grant Program.

DISCUSSION/ANALYSIS:

Coachella Valley Volunteers in Medicine is a nonprofit health organization incorporated in 2009. The organization provides no-cost, high-quality primary medical care to low-income and uninsured adults across the Coachella Valley. All services are designed to reduce barriers to care for residents who would otherwise go without needed medical attention

This funding request is specifically designated for residents of the City of Coachella. In 2024 alone, Coachella Valley Volunteers in Medicine provided medical services to 488 unique residents of the city. The proposed grant will extend this impact by funding care for an estimated

four to six residents. In addition to doctor visits, costs covered also include critical diagnostics such as labs and imaging, as well as referrals to social and behavioral health services. The population expected to be served includes adults aged 18 and older with household incomes at or below the federal poverty guidelines. Patients represent a diverse cross-section of the community, with many from Spanish-speaking and working-class households who are disproportionately uninsured. By helping to fund these services, the City would be supporting a program that directly addresses local health inequities and provides residents with consistent access to preventive and chronic disease management.

ALTERNATIVES:

1. Award a Community Based Grant in the amount of $1,000
2. Do not award a Community Based Grant

FISCAL IMPACT:

Should the City Council approve the staff recommendation, the Community Based Grant Program account will be reduced by $1,000.

ATTACHMENT(S):

CBG Application Packet

CITY OF COACHELLA, CA
COMMUNITY BASED GRANT PROGRAM
APPLICATION FOR FUNDS REQUEST

Please Type Information and Print
Information entered in the provided spaces cannot be saved.

(Attach additional pages as needed, however applicants are encouraged to be brief.)

1. **Application Funding Cycle:** **Date:** 09/09/2025

   July 1, 20 25 **- June 30, 20** 26

2. **Total Amount Requested:** $ 1,000

   If requesting waiver of City fees or charges, please indicate the City service for which the waiver is being requested.

3. **Proposed Program/Service of Funding Request:**

   To support no-charge primary medical care for City of Coachella residents.

4. **Agency/Organization:**
   Coachella Valley Volunteers In Med
5. **Mailing Address:**
   PO Box 10090
   City: Indio **Zip:** 92201
6. **Telephone:** (760) 342-4414

   Fax:

7. **Official Contact Person:**
   Name:

   Title: Executive Director

   Telephone: (760) 625-0760

   Fax:

   E-mail: doug.morin@cvvim.org

8. **Does this organization have a non-profit status with the Internal Revenue Service (IRS)?**
   Yes ☑ **No** ☐ **(Attach documentation)**

9. **How long has this organization been in existence?**
   Incorporated in 2009 and began seeing patients in 2020.

10. **Has the organization previously received funding from the City of Coachella?**
    ☑ **Yes** ☐ **No**
    If yes, please identify the program/service, total prior grant allocation, and the fiscal year in which the funds were received.
    Support of primary care for a total of $3000 since 2018.Last award was 2021.

11. **Is this request for a** ☐ **New or** ☑ **Existing program/service within the City?**

12. **What is the anticipated time frame to provide the proposed program/service and the expenditure of the requested funds?**
    We provide primary medical care yearlong to uninsured and low-income residents of the Coachella Valley, including residents of the City of Coachella.

13. **Describe briefly how the requested funds will be used.**
    To support direct patient care expenses for residents of the City of Coachella only.

14. **Will the program/service require additional funding sources? If so, identify all funding sources and provide the steps taken to acquire funding.**
    Yes. We have a robust grant request and management program; other funding comes from individual and organizational donations and foundation grants. We receive no reimbursement for services provided from any public or private insurer.

15. **If the program/service is planned to continue beyond the period provided by this grant, what funding plans are there to sustain the program/service?**
    Continued fundraising and grant writing.

16. **How will the proposed program/service serve City of Coachella residents? Will the proposed program/service also serve non-Coachella residents? Please describe.**
    Funding will only be used for City of Coachella residents. In 2024, we provided care to 488 unique City of Coachella residents. If awarded, funding will support 4 to o 6 residents with medical vists, labs, imaging services and access to education, social services, behavioral

17. **Describe the characteristics of the clients the proposed program/service anticipates to serve (i.e. age group, gender, income level, ethnicity, etc.)**
    Adults aged 18 years and older who meet household income guidelines per Federal Income Guidelines up to 300%.

18. **Attach a proposed budget for requested funds.**

Authorized Official: Doug J Morin **Title:** Executive Director

Signature:_____ **Date:** ____

Volunteers in Medicine

September 9, 2025

City of Coachella
Grants Manager
City Hall
1515 6th Street
Coachella, CA 92236

Dear Jaime;

Please find an application for funds to support our no-charge primary care healthcare center located in Indio.

As you may be aware, Coachella Valley Volunteers in Medicine provides no-charge primary care medical services to low-income and uninsured residents of the Coachella Valley. This request, if awarded, will provide care for roughly seven residents of the City of Coachella, including any necessary laboratory testing and imaging services, as well as access to numerous ancillary services such as health education, social and behavioral health services, case management and chronic disease management.

If you have any questions or would like a tour of our Indio clinic for yourself or others in the City of Coachella, please don't hesitate to contact me directly at (760) 625-0760 or by email at doug.morin@cvvim.org.

Thank you for your time and consideration.

Sincerely,

Doug J. Morin
Executive Director

Coachella Valley Volunteers in Medicine

BUDGET

(RE: Grant Application of September 9, 2025)

City of Coachella

Income

- City of Coachella $1,000

Expenses

- Average Patient Care Costs for 7 patients $1,050
  @ $150 each =

TOTAL ($ 50)

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JAN 29 2009

COACHELLA VALLEY VOLUNTEERS IN MEDICINE
47111 MONROE ST
INDIO, CA 92201

Employer Identification Number:
26-3312826
DLN:
17053284305028
Contact Person:
KAREN A BATEY ID# 31641
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
June 30, 2008
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

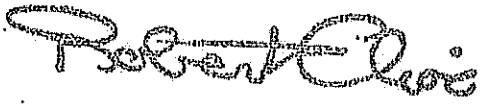
Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

COACHELLA VALLEY VOLUNTEERS IN

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,



Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Publication 4221-PC

Letter 947 (DO/CG)

STAFF REPORT
9/24/2025

TO: Honorable Mayor and City Council Members

FROM: Andrew Simmons, P.E., Public Works Director/City Engineer

SUBJECT: Letter Agreement with Vintage Associates dba Vintage Outdoors in the amount of $32,146.50 to purchase seed for the 2025 Park Turf Seed Project .

STAFF RECOMMENDATION:

Authorize City Manager to execute Letter Agreement with Vintage Associates dba Vintage Outdoors in the amount of $32,146.50 to purchase seed for the 2025 Park Turf Seed Project .

EXECUTIVE SUMMARY:

The City Public Works Department maintains the City's parks, which includes approximately 73 acres of park space. As a part of the annual maintenance, the turf spaces are scalped and re-seeded during the fall. This work is scheduled to begin in October. Approximately 22,000 pounds of seed will be used throughout the City parks that include: Bagdouma, Rancho Las Flores, Dateland, Veteran's, Sierra Vista, Avenue 53 Tot Lot, Rancho de Oro and Shady Lane Parks.

Staff recommends authorizing the purchase of this seed from Vintage Associates, as they are the landscape contractor for the City Parks. Work to scalp and spread the seed are already included in the maintenance agreements.

FISCAL IMPACT:

No fiscal impact. Costs to purchase the seed is included in the FY 25/26 budget.

ATTACHMENTS:

1. Letter Agreement – Vintage Associates dba Vintage Outdoors

CITY OF COACHELLA
53-990 ENTERPRISE WAY, COACHELLA, CALIFORNIA 92236
PHONE (760) 398-3502 • WWW.COACHELLA.ORG

LETTER AGREEMENT BETWEEN
VINTAGE ASSOCIATES DBA VINTAGE OUTDOORS
AND CITY OF COACHELLA
September 24, 2025

David Smith
78-755 Darby Road, Bermuda Dunes, CA 92201

Re: Letter of Agreement for the 2025 Park Turf Seed Project

Dear Mr. Smith:

This letter shall be our Agreement regarding the described below ("Services") to be provided by Vintage Outdoors ("Contractor") as an independent contractor to the City of Coachella for the 2025 Park Turf Seed ("Project").

The Services to be provided include the following: Provide materials for re-seeding Bagdouma Park, Rancho Las Flores Park and other City Parks and Facilities. The Services to be provided are more particularly described in the Scope of Services attached hereto as Exhibit "A" and incorporated herein by reference.

Contractor shall perform all Services under this Letter of Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California, and consistent with all applicable laws. Contractor represents that it, its employees and subcontractors have all licenses, permits, qualifications, and approvals of whatever nature that are legally required to perform the Services, including a City Business License, and that such licenses and approvals shall be maintained throughout the term of this Agreement. Compensation for the above services shall be based on the actual amount of time spent in adequately performing the Services expressly agreed in writing in advance by the City, the cost to the City for the Services shall not exceed $32,146.50 .

Contractor is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 1600, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. Since the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and since the total compensation is $1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. City shall provide Contractor with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Contractor's principal place of business and at the project site. Contractor shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

Contractor shall provide proof of commercial general liability and automobile insurance to the City in amounts and with policies, endorsements and conditions required by the City for the

Services. If Contractor is an employer or otherwise hires one or more employees during the term of this Project, Contractor shall also provide proof of workers' compensation coverage for such employees which meets all requirements of state law.

Invoices shall be submitted to the City monthly as performance of the Services progresses. City shall review and pay the approved charges on such invoices in a timely manner. Services on the Project shall begin immediately and be completed by December 1, 2025, unless extended by the City in writing. The City may terminate this Letter of Agreement at any time with or without cause. If the City finds it necessary to terminate this Letter of Agreement without cause before Project completion, Contractor shall be entitled to be paid in full for those Services adequately completed prior to the notification of termination. Contractor may terminate this Letter of Agreement for cause only.

Contractor shall defend, indemnify and hold the City, its officials, officers, employees, agents, and volunteers free and harmless from any and all claims, demands, causes of action, expenses, liabilities, losses, damages, and injuries to property or persons, including wrongful death, in any manner arising out of or incident to any alleged negligent acts, omissions or willful misconduct of Contractor, its officials, officers, employees, agents, consultants, and contractors arising out of or in connection with the performance of the Services or this Agreement, including, without limitation, the payment of all consequential damages, attorneys fees and other related costs and expenses. To the fullest extent permitted by law, Contractor shall defend, indemnify and hold the City, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or relating to any negligence, errors or omissions, recklessness, or willful misconduct of Contractor, its officials, officers, employees, agents, consultants, and contractors arising out of or in connection with the performance of the Contractor's Services, including without limitation the payment of all consequential damages, expert witness fees, and attorneys fees and other related costs and expenses. Contractor shall defend, at Contractor's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against City, its directors, officials, officers, employees, agents, or volunteers. Contractor shall pay and satisfy any judgment, award or decree that may be rendered against City or its directors, officials, officers, employees, agents, or volunteers, in any such suit, action or other legal proceeding. Contractor shall reimburse City and its directors, officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the City, its directors, officials officers, employees, agents, or volunteers.*****]**

If you agree with the terms of this Letter of Agreement, please indicate by signing and dating where indicated below. An original, executed copy of this Letter of Agreement is enclosed for your records.

CITY OF COACHELLA

Approved by:

_____
William B. Pattison Jr.
City Manager

Approved as to Form:
BEST, BEST & KRIEGER

_____
City Attorney

Attest:

_____
Angela M. Zepeda
City Clerk

CONTRACTOR

Reviewed and Accepted by Contractor:

_____
Signature

_____
Name

_____
Title

_____
Date

VINTAGE LANDSCAPE

Recognized and Enduring Quality Since 1992

August 28, 2025

City of Coachella
Attn: Janet Lara
53-462 Enterprise Way
Coachella, CA 92236

Submitted Via:
jlara@coachella.org

Re: 2025 seed price

Description	QTY	RATE	TOTAL
Rancho Las Flores	4500LB	$1.45	$6,525.00
Bagdouma Park	11000 LB	$1.45	$15,950.00
City Parks and Facilities	6670 LB	$1.45	$9,671.50
Proposal Total			**$ 32,146.50**

Rafael Esquivel
Submitted by Rafael Esquivel

08/28/2025
Date

Approved by Janet Lara

Date

STAFF REPORT
9/24/2025

TO: Honorable Mayor and City Council Members

FROM: Cástulo R. Estrada, Utilities Director

SUBJECT: Authorize the City Manager to Execute a Professional Services Agreement with Woodward & Curran for State Revolving Fund (SRF) Funding Support, Grant Research and Writing for a not to Exceed Amount of $75,000.

STAFF RECOMMENDATION:

Authorize the City Manager to Execute a Professional Services Agreement with Woodward & Curran for State Revolving Fund (SRF) Funding Support, Grant Research and Writing for a not to Exceed Amount of $75,000.

EXECUTIVE SUMMARY:

Woodward & Curran has an extensive resume of successfully preparing grant and loan applications for agencies throughout California, including specific experience completing successful grant applications for the City of Coachella and other agencies in the Coachella Valley. Woodward & Curran has been involved in the Coachella Valley region for over a decade and has been working with the City of Coachella to secure millions of dollars in funding from various funding programs including the USDA Rural Development Program and the State Water Resources Control Board (SWRCB) Clean Water SRF and Drinking Water SRF, USBR's WaterSmart program, and DWR's IRWM program.

Specific to the State's Drinking Water and Clean Water SRF programs Woodward & Curran has successfully helped the City of Coachella secure the following grants:

- $1.6 million grant through the DWSRF program to design and construct the Mesquite Water Consolidation Project
- $1.8 million through the DWSRF program to design and construct the Shady Lane Mobile Home Park (MHP) Water Consolidation Project
- $1.6 million through the CWSRF program to design and construction the Shady Lane MHP Septic-to-Sewer Project

Most recently, Woodward & Curran assisted the City of Coachella in submitting the General Package portion of the Drinking Water State Revolving Fund funding application for our Reduction Coagulation Filtration Treatment Project to address the Chromium-6 Maximum Contaminant Level.

In 2016 the City of Coachella entered into contract with Woodward & Curran for grant funding support as it worked to secure funding from the State Water Resources Control Board to address the Chromium-6 issue during that time. However, due to the redaction of the MCL during the later years the City did not enter into a financial agreement with the state. This previous work involved the preparation and submittal of the various packages required by the Drinking Water SRF application which include a General Package, Technical, Financial and Environmental Package.

As requested by the City, Woodward & Curran proposes to provide as-needed support to help the City prepare and submit the various packages needed for the Chromium-6 funding application as well as support to close out the Mesquite Water Consolidation Project, the Shady Lane Mobile Home Park Water Consolidation Project, and the Shady Lane Mobile Home Park Septic to Sewer Project.

FISCAL IMPACT:

Funding support was included in the FY 2025 Water Authority and Sanitary District Funds therefore no adverse impact to the existing budget is anticipated.

ATTACHMENTS:

1. Woodward & Curran Proposal

9665 Chesapeake Drive | Suite 320
San Diego, California 92123
www.woodardcurran.com

T 800.42[illegible]
T 858.87

Via Email

9/16/2025

Castulo Estrada
City of Coachella
53642 Enterprise Way
Coachella, CA 92236

Re: Proposal for As-Needed Funding Support

Dear Castulo:

Woodard & Curran has been assisting the City of Coachella (City) with funding support related to the State Water Resources Control Board's (SWRCB's) Clean Water State Revolving Fund (CWSRF) and Drinking Water State Revolving Fund (DWSRF) programs and others since 2016. Woodard & Curran assisted the City secure the following grants under its previous contract:

- $1.6 million grant through the DWSRF program to design and construct the Mesquite Water Consolidation Project
- $1.8 million through the DWSRF program to design and construct the Shady Lane Mobile Home Park (MHP) Water Consolidation Project
- $1.6 million through the CWSRF program to design and construction the Shady Lane MHP Septic-to-Sewer Project

Throughout the planning and funding application processes, Woodard & Curran provided the City guidance on DWSRF and CWSRF compliance requirements, prepared the technical engineering reports, supported environmental documentation compliance, prepared the front-end specifications dictating SRF requirements for contractors, developed cost estimates and the associated funding requests, assisted with the bid and Final Budget Approval (FBA) processes, and provided grant administration support. Woodard & Curran conducts frequent coordination calls with City staff, SWRCB, and consolidating agencies to discuss projects, coordinate high priority action items to keep the projects on track, and negotiate the water and sewer consolidation agreements, if needed. Woodard & Curran has also supported the City with funding related to its Castro Trailer Park consolidation project, submitted an Urban Drought Relief grant application on behalf of the City, and has been involved in the Coachella Valley region's Integrated Regional Water Management grant program and planning effort for over a decade. Most recently, Woodard & Curran assisted the City with submitting the General Package portion of the DWSRF funding application for its Reduction Coagulation Filtration Treatment Project to address the Chromium-6 Maximum Contaminant Level.

As requested by the City, Woodard & Curran proposes to provide as-needed funding support on a time & materials basis using our standard rate table for the following services:

- Prepare and submit the remaining portions of the DWSRF application including the Technical, Financial, and Environmental packages for the Reduction Coagulation Filtration Treatment Project
- Provide grant administration support for the Mesquite and Shady Lane projects including preparation and submittal of progress reports and/or disbursement requests
- Schedule, prepare for, and conduct meetings with the City, SWRCB, the City's legal counsel, and/or consolidating agencies
- Prepare, review, and coordinate regarding water and sewer consolidation agreements (for the Shady Lane projects)
- Submit funding application and FBA materials on behalf of the City via FAAST

We will provide these services in accordance with the attached terms and conditions within the professional services agreement using our standard rates, also attached. The not to exceed amount will be included in the final agreement following the City Council meeting on September 24, 2025. If you accept this proposal and wish to proceed, please sign in the space indicated and return a copy for our files.

Sincerely,

Woodard & Curran, Inc.

Lindsey Wilcox
Senior Project Manager

Teri Demers
Vice President

PN: 0271002.01

Woodard & Curran

PROFESSIONAL SERVICES AGREEMENT
TERMS & CONDITIONS

The following Standard Terms and Conditions, together with the attached scope of services dated _____ __, 2025 (the "Services"), constitute the terms of this agreement for professional and/or engineering services ("Agreement") between Woodard & Curran, Inc. (referred to herein as "Consultant"), and the City of Coachella ("Client"), with an address of 53642 Enterprise Way, Coachella, CA 9236 with respect to the performance of the Services and with respect to any additional or future agreed upon scopes of services that reference and incorporate this Agreement. The parties shall be individually and collectively referred to herein respectively as a "Party" or the "Parties".

WHEREAS, it is the desire of the Client to contract with the Consultant for the Services; and Consultant desires to perform the Services.

NOW THEREFORE, the parties hereto agree as follows:

1. The Services. Consultant shall perform the Services described in the attached proposal.

1.1 Assumptions. The Consultant's Services and the compensation are conditioned upon, and are subject to, the assumptions set forth in the attached proposal.

1.2 Change in Scope of Services. Client may, at any time, by written order, request changes to the scope of Services or work to be performed. If the scope of Services is changed in a manner that will increase or decrease Consultant's costs or the time required to perform the Services under this Agreement, there will be an equitable adjustment to this Agreement that must be signed by both parties.

2. Consultant's Responsibilities

2.1 Consultant shall be responsible for the following:

2.1.1 Consultant will perform all work in accordance with the scope of Services set forth in the attached proposal.

2.1.2 Consultant will perform all work in a professional manner that is consistent with other professionals performing similar work in the geographic area at the time services are rendered. No warranty, express or implied, is made or intended by Consultant's undertaking herein or its performance of services, and it is agreed that Consultant is not a fiduciary or municipal advisor to the Client.

2.1.3 Consultant shall make reasonable professional efforts to comply with all applicable laws and regulations applicable to Consultant's performance of the Services.

2.1.4 Consultant shall assign a project manager to act as Consultant's representative with respect to the Services to be rendered under this Agreement.

2.1.5 Consultant shall have and maintain all applicable professional licenses and permits required to perform the Services.

2.1.6 When providing technology-based services, Consultant shall maintain a data-security program that is consistent with industry standards, and will use processes and tools readily available in the marketplace. The parties recognize that due to constant advancements and rapidly changing risks inherent in the field of data technology, which are beyond the control of Consultant and Client, as long as Consultant observes the standard of care, Consultant is not responsible for any damages, claims, incidents pertaining to said data-security program.

3. Client's Responsibilities

3.1 Client shall do the following in a timely manner so as not to delay the services of Consultant:

3.1.1 Designate in writing a person to act as Client's representative with respect to the Services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, and interpret and

define Client's policies and decisions with respect to Consultant's Services. Such person shall have complete authority to bind Client financially with respect to the payment of the Services to be rendered under this Agreement.

3.1.2 Provide all criteria and full information as to Client's requirements for the project relative to the scope of Services (the "Project"), including design objectives and constraints, performance requirements, and any budgetary limitations; and furnish copies of all design and construction standards which Client will require to be included in any drawings and specifications.

3.1.3 Provide Consultant with all available information pertinent to the Project including previous reports and any other documents and data relative to design or construction of the Project, all of which Consultant shall be entitled to use and rely upon with respect to the accuracy and completeness thereof, in performing the Services under this Agreement.

3.1.4 Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by Consultant; and provide written comments within a reasonable time so as not to delay the Services of Consultant.

3.1.5 Give prompt written notice to Consultant whenever Client observes or otherwise becomes aware of any development that may affect the Services or timing of the Services.

3.1.6 Ensure Consultant, its agents and representatives have safe access to the Project site, buildings thereon, and other locations as required to perform the Services.

3.1.7 If applicable, retain its own Independent Registered Municipal Advisor ("IRMA") pursuant to the Municipal Advisor Rule of the Securities and Exchange Commission, and rely upon such advisor, it being the understanding that Consultant is not providing the services of an IRMA.

4. Subcontracts

4.1 If requested by Client, the Consultant will recommend that the Client engage the services of laboratories, testing services, specialized equipment providers, subconsultants, or other such third parties in connection with the Project. Payment to these third parties will be made directly by the Client and the Consultant is not responsible for the Client's use of such third parties or for such third parties' means and methods and will not be liable for their errors or omissions.

4.2 In the alternative, Consultant may subcontract any portion of the Services to a subcontractor, and the Consultant will add a surcharge as stated in the proposal or scope of service, or, if not so stated, a surcharge of 10% on invoices paid directly by the Consultant for laboratories, testing services, specialized equipment providers, subconsultants, or other such third-parties, and that surcharge will be reflected on Consultant's monthly invoices submitted to Client.

5. Billing and Payment

5.1 Client shall pay Consultant in accordance with the payment methods, rates, and charges set forth in the scope of Services set forth in the proposal or otherwise agreed upon. Consultant will submit monthly invoices for services rendered and expenses incurred during the previous period.

5.2 Payment will be due upon receipt of Consultant's invoice. Payments due Consultant and unpaid under the terms of this Agreement shall bear interest from thirty (30) days after the date payment is due at the rate of one and one half (1.5) percent per month and as permitted by applicable local law until paid in full. In the event that Consultant is compelled to take action to collect past due payments, the Client will reimburse Consultant for all costs and expenses of collection including, without limitation, all court costs and reasonable attorney's fees and costs.

5.3 If applicable, Reimbursable Expenses include actual expenditures made by Consultant, including, but not limited to:

5.3.1 transportation and living expenses incurred in connection with travel on behalf of the Client;

5.3.2 overnight or priority postage and costs for special handling of documents;

5.3.3 renderings and models requested by the Client;

5.3.4 expense of overtime work requiring higher than regular rates;

5.3.5 automobile expenses for personal vehicles at the prevailing Internal Revenue Service (IRS) reimbursement rate, plus toll charges, for travel in conduct of the work, or rental of vehicles plus gasoline and toll charges for traveling to conduct the work;

5.3.6 use of company field vehicle will be charged according to Consultant's current rates;

5.3.7 charges for materials and equipment provided directly by Consultant will be billed according to Consultant's current rates;

5.3.8 purchase or rental of standard equipment and other supplies necessary to conduct the work;

5.3.9 computer, drafting, typing and other services or labor provided by outside contract personnel or vendors.

5.4 If applicable, Miscellaneous Direct Expenses will be billed to the Client's project(s) each month at 3% (or as otherwise set forth in the scope of Services) of the current month's labor fee (including project contract labor fee) to compensate Consultant for expenditures for miscellaneous administrative costs such as production and communication/technological expenses incurred on the Client's project(s).

5.5 If the Project is suspended or abandoned in whole or part, Consultant shall be compensated for all services performed prior to receipt of written notice from the Client of such suspension or abandonment, together with Reimbursable Expenses and Miscellaneous Direct Expenses then due plus Project closeout costs actually incurred. If the Project is resumed after being suspended for more than three (3) months, Consultant's compensation shall be equitably adjusted between the Client and Consultant.

5.6 No deductions shall be made from Consultant's compensation on account of sums withheld from payments to contractors, nor shall payment to Consultant be contingent upon financing arrangements or receipt of payment from any third party.

5.7 If the Client fails to make payment when due Consultant for services, Reimbursable Expenses, or Miscellaneous Direct Expenses, Consultant may, upon seven days' written notice to Client, suspend performance of the Services under this Agreement. Unless payment in full is received by Consultant within seven days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of Services, Consultant shall have no liability to Client for delay or damage caused to Client or others because of such suspension of Services.

5.8 If Client objects to all or part of any invoice, Client shall notify Consultant in writing within two weeks of the date of the invoice, and shall pay the portion of the invoice in accordance with Paragraph 5.2. Provided that an objection is made in good faith, the parties shall immediately make every effort to settle the disputed portion of the invoice. If the dispute is resolved in favor of Consultant, interest shall accrue on the unpaid portion of the invoice in accordance with Section 5.2 of this Agreement.

5.9 If circumstances or conditions not originally contemplated or known to Consultant are revealed and affect the Services, compensation, schedule, allocation of risks or other material terms of this Agreement, Consultant shall be entitled to an appropriate adjustment in its schedule, compensation or other terms of the Agreement in accordance with its standard rates. Changed conditions include, but are not limited to, the following: (i) change in the instructions or approvals given by Client that necessitate revisions in the instruments of service; (ii) decisions of the Client not rendered in a timely manner; (iii) significant change in the Project including, but not limited to, size, quality, complexity, Client's schedule or budget, or procurement method; (iv) failure of performance on the part of the Client or the Client's consultants or contractors; (v) revision of documents (drawings and/or specifications) to reflect construction cost modifications; (vi) modifications to any construction phase drawings and specifications due to changes in program, size, quality, complexity, schedule, construction cost, financing, or method of bidding; (vii) additional program, feasibility or planning studies for this or other project sites;

or (viii) enactment or revision of codes, laws or regulations or official interpretations which necessitate changes to the Services.

6. Ownership and Use of Documents

6.1 All documents including drawings and specifications prepared or furnished by Consultant (and Consultant's subcontractors and subconsultants) pursuant to this Agreement are instruments of service in respect to the Project and Consultant shall retain an ownership and property interest therein whether or not the Project is completed. Client may take and retain copies for information and reference in connection with the use and occupancy of the Project by Client; however, such documents are not intended nor represented to be suitable for reuse by Client or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by Consultant for the specific purpose intended will be at Client's sole risk and without liability or legal exposure to Consultant or to Consultant's independent professional associates, subcontractors and consultants, and Client shall defend and indemnify Consultant from all claims, damages, losses and expenses including attorney's fees arising out of or resulting therefrom. Any verification or adaptation will entitle Consultant to further compensation rates to be agreed upon by Client and Consultant.

6.2 Submission or distribution to meet official regulatory requirements or for other purposes in connection with the Project is not to be construed as publication in derogation of Consultant's rights under this section.

7. Limitation of Liability

7.1 The total liability, in the aggregate, of Consultant and Consultant's affiliates, subsidiaries, parent, officers, directors, employees, agents, subcontractors and subconsultants, and any of them, to Client and any one claiming by, through or under Client, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to Consultant's Services, the Project or this Agreement, from any cause or causes whatsoever shall not exceed the greater of two times the fee for the applicable Services or the total insurance proceeds paid on behalf of or to Consultant by Consultant's insurers in settlement or satisfaction of Client's claims under Consultant's applicable insurance policies subject to the minimum stated policy limits set forth herein. This limitation shall apply regardless of available insurance coverage, cause(s) or theories of liability, including but not limited to, the negligence, errors, omissions, strict liability, breach of contract, or breach of warranty of Consultant or Consultant's affiliates, subsidiaries, parent, officers, directors, employees, agents or subcontractors or subconsultants, or any of them. Client may negotiate a higher limitation for additional consideration.

7.2 Neither Party shall be responsible or held liable to the other for special, punitive, exemplary, indirect, incidental or consequential damages, including, but not limited to, loss of profit, loss of investment, loss of product, business interruption, or liability for loss of use of facilities or Client's existing property, however the same may be caused.

8. Insurance

8.1 Consultant is protected by Workers' Compensation Insurance in statutory amounts; General Liability Insurance of $1,000,000 per occurrence and $2,000,000 in the aggregate; and Professional Liability Insurance of $1,000,000 per claim and in the aggregate. Consultant will furnish client a certificate of insurance, upon written request, evidencing such coverage and limits, and list Client as a certificate holder. The Client and Consultant waive all of their and their respective insurers' rights of subrogation against each other to the extent any loss is covered by their applicable insurance policies. Furthermore, the Client shall require that any of its retained subcontractors list the Consultant as an additional insured on their applicable insurance policies, and that such subcontractors and their insurers waive their rights of subrogation against Consultant.

9. Indemnification Hold Harmless

9.1 Consultant agrees to indemnify and hold Client, its affiliates, subsidiaries, directors, shareholders, and employees harmless from and against all third-party claims resulting in a judgment, or damages ("Losses") to the proportionate extent such Losses are caused by Consultant's negligent acts or negligent omissions.

9.2 Client agrees to indemnify and hold Consultant, its affiliates, subsidiaries, directors, shareholders, and employees harmless from and against all third-party claims resulting in Losses to the proportionate extent such Losses are caused by Client's negligent acts or negligent omissions.

10. Delays/Force Majeure

10.1 Neither Party shall hold the other Party responsible or liable for damages or delays in performance caused by acts of God, interruptions in the availability of labor, or other events beyond the control of the other Party, or that could not have been reasonably foreseen or prevented. For this purpose, such acts or events shall include but not be limited to weather affecting performance of services, floods, epidemics, pandemics, war, riots, strikes, lockouts, or other industrial disturbances, protest demonstrations, unanticipated Project site conditions, and inability, with reasonable diligence, to supply personnel, equipment, or material to the Project. Should such acts or events occur, both parties shall use their best efforts to overcome the difficulties arising and to resume as soon as reasonably possible the normal pursuit of the Services. Delays within the scope of this provision which cumulatively exceed thirty (30) days in any six (6) month period shall, at the option of either Party, make this Agreement subject to termination or to renegotiation. Both parties acknowledge that Consultant does not have control over the review and approval times required by any public authorities that may have jurisdiction over the Project and any Project times shall be equitably adjusted by the parties to account for such review and approval process.

11. Estimates of Opinions of Cost

11.1 If applicable, any estimates or opinions of Project or construction costs are provided by Consultant on the basis of Consultant's experience and qualifications as a Consultant and represents its best judgment as an experienced and qualified Consultant familiar with the construction industry. Since Consultant has no control over the cost of labor, materials, equipment or services furnished by others or over competitive bidding or market conditions, it cannot guarantee that proposals, bid or actual Project costs or construction costs will not vary from any estimates or opinions of costs prepared by Consultant. Similarly, since Consultant has no control over building operation and/or maintenance costs, Consultant cannot and does not guarantee that the actual building system operating or maintenance costs will not vary from any estimates given by Consultant. No fixed limit of construction costs is established as a part of this Agreement.

12. Notice

12.1 All notices authorized or required between the parties, or required by any of the provisions herein, shall be given in writing and shall be sent by certified mail, return receipt requested, and deposited with an accepted postal service, postage prepaid, and addressed to the other Party at the address set forth in the first paragraph of this Agreement. Notices may also be given by personal delivery or sent via a regionally recognized overnight carrier (i.e. FedEx, UPS). Notices shall be deemed given when delivered.

13. Dispute Resolution

13.1 Step Negotiations. The parties shall attempt in good faith to resolve all disputes ("Controversy") promptly by negotiation, as follows. Any Party may give the other Party written notice of any Controversy not resolved in the normal course of business. Managers of both parties at levels at least one level above the Project personnel involved in the Controversy shall, within five business days after delivery of such notice, establish a plan to meet at a mutually acceptable time and place no later than ten business days after delivery of such notice, and thereafter as often as they reasonably deem necessary, to exchange relevant information and to attempt to resolve the Controversy. If the matter has not been resolved within thirty days from the referral of the Controversy to the managers, or if no meeting has taken place within ten days after such referral, either Party may initiate mediation as provided hereinafter. All negotiations pursuant to this clause are confidential and shall be treated as compromise and settlement negotiations for purposes of the Federal Rules of Evidence and state Rules of Evidence.

13.2 Mediation. In the event that any Controversy arising out of or relating to this Agreement is not resolved in accordance with the procedures provided herein, such Controversy shall be submitted to mediation with a mutually agreed upon mediator. The mediation shall be filed at the regional office of the agreed upon mediator closest to the Project site. The mediation shall take place at a Consultant's office unless otherwise agreed to by the parties. If the mediation process has not resolved the Controversy within thirty days of the submission of the matter to mediation, or such longer period as the parties may agree to, the mediation process shall cease. All mediation documents and discussions pursuant to this clause are confidential and shall be treated as compromise and settlement negotiations for purposes of the Federal Rules of Evidence and state Rules of Evidence. Nothing herein shall limit the rights and remedies that the parties may have under this Agreement or under other legal and equitable proceedings.

14. Termination

14.1 Either Party shall have the right to terminate this Agreement with respect to the Project for convenience, at its option, by sending a written notice to the other Party ("Notice of Termination"). The Notice of Termination shall specify when and which services will be discontinued and when termination shall be effective, provided that no termination shall be effective less than ten (10) calendar days after receipt of the Notice of Termination. No later than thirty (30) calendar days after termination, Client shall pay Consultant for all Services performed and charges incurred prior to termination, including, without limitation, costs and expenses related to putting Project documents and analyses in order and rescheduling personnel and equipment.

14.2 Either Party shall have the right to terminate this Agreement for cause if the other Party commits a material breach of this Agreement and fails to cure such breach within ten (10) days. A notice containing specific reasons for termination ("Notice of Default") shall be sent to the defaulting Party, and both Parties shall cooperate in good faith to cure the default or defaults stated in the Notice of Default. Termination shall not be effective if the breach has been remedied within ten (10) days after the defaulting Party's receipt of the Notice of Default or the later date specified in the Notice of Default, or, if the defaulting Party has begun to cure such default within such period and such default cannot reasonably be cured within such period, if such defaulting Party diligently prosecutes curing such default to completion (provided that such provision shall not apply to Client's failure to timely pay an invoice). In the event of termination for cause, Consultant shall be paid the same as in the case of termination for convenience and the Parties shall have their remedies at law as to any other rights and obligations between them, subject to the other terms and conditions of this Agreement.

15. Health and Safety

15.1 Consultant and its employees shall follow health and safety precautions which meet federal, state and local regulations. If asked to conduct any activities which do not conform to said regulations, or which Consultant determines in its sole discretion to be unsafe or unhealthy, Consultant shall have the option to stop work immediately and inform Client of unacceptable health and safety conditions, and both Parties shall enter into good faith negotiations to remedy the unacceptable conditions. If no remedy can be agreed upon, Consultant may terminate this Agreement in accordance with Paragraph 14.1.

15.2 Consultant will not implement or be responsible for health or safety procedures for any other persons other than for its own employees. Consultant shall not share any responsibility for the acts or omissions of other parties on the Project or have control or charge of, or be responsible for safety precautions and programs of Client or other contractors. Unless otherwise agreed in the scope of Services, Consultant's observation and testing of portions of the work of other parties on a Project site shall not relieve such other parties from their responsibilities for performing their work in accordance with applicable plans, specifications, and health and safety requirements. Client agrees to notify such contractors or other parties accordingly.

16. Construction Contract Responsibilities

16.1 Where the scope of Services includes the performance of any Services during the construction phase of the Project, Consultant and Client agree to the following:

16.1.1 It is understood that the purpose of any such services (including any visits to the Project site) will be to enable Consultant to better perform the duties and responsibilities assigned to and undertaken by it as an experienced and qualified design professional, and to provide the Client with a greater degree of confidence that the completed work of Client's construction contractor(s) ("Contractor") will conform generally to the contract documents and has been implemented and preserved by Contractor(s). Consultant shall not, during such visits or as a result of any observations of construction, supervise, direct or have control over Contractor's(s') work nor shall Consultant have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by the Contractor(s) or safety precautions and programs incident to the work of Contractor(s) or for any failure of Contractor(s) to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor(s) furnishing and performing its (their) work. Consultant does not guarantee the performance of the construction contract by the Contractor(s), and does not assume responsibility for Contractor's(s') failure to furnish and perform its (their) work in accordance with the contract documents. Client shall include a requirement in all construction phase contracts requiring that the Contractor(s) shall indemnify, defend and hold the Consultant harmless from any and all claims, demands, causes of action, damages, costs, fines, penalties and expenses,

including attorneys' fees, property damage, environmental damage, bodily injury, personal injury, losses, or liability based on, arising out of or alleged to arise from the Contractor's(s') performance of the work described in the construction phase contracts.

16.1.2 If Consultant's contract with the Client so requires, Consultant shall review (or take other appropriate action in respect of) shop drawings, samples and other data which Contractor(s) is (are) required to submit, but only for conformance with the design concept of the Project and compliance with the information given in the contract documents. Such review or other actions shall not extend to means, methods, techniques, sequences or procedures of manufacture (including the design of manufactured products) or construction, or to safety precautions and programs incident thereto. Consultant's review or other actions, as described above, shall not constitute approval of an assembly or product of which an item is a component, nor shall it relieve the Contractor(s) of (a) its (their) obligations regarding review and approval of any such submittals; and (b) its (their) exclusive responsibility for the means, methods, sequences, techniques and procedures of construction, including safety of construction.

17. Environmental Conditions and Subsurface Risks

17.1 Where the scope of Services includes or requires on-site work, visits, investigations, or explorations, Consultant and Client agree to the following:

17.1.1 Hazardous Substances. Client acknowledges that Consultant has neither created nor contributed to the creation of any hazardous waste, hazardous substance, radioactive material, toxic pollutant, asbestos, or otherwise dangerous substance (collectively referred to as "Hazardous Substance"), or dangerous condition at the Project site. Consequently, Client agrees to defend, indemnify and hold Consultant harmless from and against any and all claims, damages, losses, fines, suits or causes of action relating to personal injury, property damage, non-compliance or liability arising under environmental laws including, but not limited to, RCRA, CERCLA or similar federal or state laws, to the extent that such claims are based on or arise from the existence or release of any Hazardous Substances.

17.1.2 Client's Duty to Notify Consultant of Hazards. Client shall provide Consultant with all information known to Client with respect to the existence or suspected existence of any Hazardous Substances at, on, or in close proximity to the Project site. Client will advise Consultant immediately of any information which comes into Client's possession regarding the existence of any such potentially hazardous substances, or any condition known to Client to exist in, on, under or in the vicinity of the Project site which might present a potential danger to human health or the environment.

17.1.3 Consultant shall take reasonable precautions for the health and safety of its employees while at the Project site with consideration for the available information regarding existing hazards.

17.1.4 Control of Project Site. Client acknowledges that it is now and shall remain in control of the Project site at all times. Consultant shall have no responsibility or liability for any aspect or condition of the Project site, now existing or hereafter arising or discovered. Consultant does not, by entry into an agreement with Client or its performance of services under any such agreements, assume any responsibility or liability with respect to the Project site; nor shall any liability or responsibilities be implied or inferred by reason of Consultant's performance of any work at the Project site.

17.1.5 Right of Entry. Unless otherwise agreed, Client will furnish right-of-entry on the land for Consultant to make the planned borings, explorations, or field tests. Consultant will take reasonable precautions to minimize damage to the land from use of equipment, but has not included in its fee the costs for restoration of damage that may result from Consultant's operations, or the operations of any person or entity engaged by Consultant in the performance of the Services under this agreement. If Consultant is required to restore the land to its former condition, such work will be accomplished and the costs, plus fifteen percent (15%), will be added to Consultant's fee.

17.1.6 Subsurface Risks. Client recognizes that special risks occur whenever engineering or related disciplines are applied to identify subsurface conditions. Even a comprehensive sampling and testing program, implemented with appropriate equipment and experience by personnel under the direction of a trained professional who functions in accordance with a professional standard of practice may fail to detect certain hidden conditions. For similar reasons, actual environmental,

geological, and geotechnical conditions that the Consultant properly inferred to exist between sampling points may differ significantly from those that actually exists. The Client acknowledges these risks.

17.1.7 Consultant will exercise reasonable and professional care in seeking to locate subterranean structures in the vicinity of proposed subsurface explorations at the Project site. Consultant will contact public utilities and review plans and information, if any, provided by public utilities, public agencies and Client. So long as Consultant observes such standard of care, Consultant will not be responsible for any unavoidable damage, injury, or interference with any subterranean structures, pipe, tank, cable or any other element or condition if not called to Consultant's attention prior to commencement of services or which is not shown, or accurately located, on plans furnished to Consultant by Client or by any other party, or which could not have been reasonably identified by Consultant.

18. Samples

18.1 Where the scope of Services involves the collection of non-hazardous or hazardous samples, Consultant and Client agree to the following:

18.1.1 Non-Hazardous Samples. Consultant will dispose of all soil, rock, water, and other samples thirty (30) days after submission of Consultant's initial report. Client may request, in writing, that any such samples be retained beyond such date, and in such case Consultant will ship such samples to the location designated by Client, at Client's expense. Consultant may, upon written request, arrange for storage of samples at Consultant's offices at mutually agreed storage charges. Consultant will not give Client prior notice of intention to dispose of samples.

18.1.2 Hazardous Samples. Although the Client shall have the obligation to dispose of any "hazardous" samples, if samples collected from the Project site contain substances defined as "hazardous" by federal, state, or local statutes, regulations, codes, or ordinances, Consultant shall, at its option, have the right to: (1) dispose of samples by contract with a qualified waste disposal contractor; (2) in accordance with Client's written directions, ship such samples by an appropriately licensed transporter to a licensed disposal site; or (3) return such samples by an appropriately licensed transporter, to Client. Client shall pay all costs and expenses associated with the collection, storage, transportation, and disposal of samples. If Client requests in writing, that any such sample be retained for a period in excess of thirty (30) days, Consultant will store such samples at Client's expense and Client will pay an additional fee as charged by Consultant in accordance with its standard laboratory schedule for storage of samples of a "hazardous substance."

19. Miscellaneous

19.1 This Agreement shall be governed and construed in accordance with the laws of the state where the Project is located.

19.2 Any action to enforce or interpret this Agreement shall be commenced or maintained only in the judicial or administrative tribunal in the jurisdiction of the state where the Project is located, and each Party waives any venue, convenient forum, removal, jurisdiction, or other rights to the contrary.

19.3 Section headings in this Agreement are included herein for convenience of reference only, and shall not constitute a part of the Agreement or for any other purpose.

19.4 The Client and Consultant respectively, bind themselves, their partners, successors, assigns and legal representatives to the other Party to this Agreement and to the partners, successors, assigns and legal representatives of such Party with respect to all covenants of this Agreement. Neither the Client nor Consultant shall assign, sublet or transfer any interest in this Agreement without the written consent of the other.

19.5 This Agreement represents the entire and integrated Agreement between the Client and Consultant, and supersedes all prior negotiations, representations or agreements, either written or oral, and may be amended only by written instruments signed by both Client and Consultant.

19.6 If any provision of this Agreement is held invalid or unenforceable by any court of final jurisdiction, it is the intent of the parties that all other provisions of this Agreement be construed to remain fully valid, enforceable and binding on the parties.

19.7 The parties acknowledge and agree that, due to local licensing and other laws and regulations, Consultant may be required to perform services in the name of an affiliate or subsidiary for certain jurisdictions, primarily:

a) Ohio, North Carolina, Virginia, Michigan, Vermont – Woodard & Curran Engineering and Geological Services, P.A.
b) New York – Woodard & Curran Engineering and Geological Services, P.A. P.C.

In the event Client requests services in the states identified above, the parties agree and acknowledge that the requested services may be performed in the name of the affiliate or subsidiary identified above under the terms and conditions of this Agreement.

(Signatures on next page)

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below

CONSULTANT:

WOODARD & CURRAN, INC.

By: _____

Printed: _____

Title: _____

Thereunto duly authorized

Date: _____

CLIENT:

CITY OF COACHELLA, CA

By: _____

Printed: _____

Title: _____

Thereunto duly authorized

Date: _____

Woodard & Curran

Rate Schedule

Public 2025

STAFF TYPE	HOURLY RATE
Administrative	$145
Drafter / Project Assistant / Technician 1	$155
Designer 1 / Geologist 1 / GIS Analyst 1 / Planner 1 / Scientist 1 / Technician 2	$160
Graphic Artist / Project Specialist	$170
Designer 2 / Geologist 2 / GIS Analyst 2 / Scientist 2 / Specifications Manager	$190
Graphics Manager / Senior Project Assistant	$200
Engineer 1 / Planner 2 / Technical Specialist 1 / Technician 3	$215
Contract Document Specialist / Geologist 3 / GIS Analyst 3 / Scientist 3	$225
Designer 3 / Engineer 2 / Plant Manager / Procurement Specialist / Programmer 1 / Project Geologist 1 / Project Scientist 1 / Technical Specialist 2	$240
Engineer 3 / GIS Solutions Analyst / Planner 3 / Programmer 2 / Technical Specialist 3	$265
Programmer 3 / Project Geologist 2 / Project Scientist 2 / Project Tech Specialist 1 / Senior Designer	$270
Project Electrical Engineer 1 / Project Engineer 1 / Project Planner 1	$280
Project Engineer 2 / Project Planner 2 / Project Tech Specialist 2 / Senior Project Geologist / Senior Project Scientist / Senior Resident Project Representative	$295
Senior Cost Estimator / Senior Planner	$300
GIS Manager / Project Manager 1 / Technical Manager 1	$320
Construction Manager / Project Manager 2 / Technical Manager 2	$335
Program Manager	$345
Senior Project Manager / Senior Technical Manager	$355
Senior Consultant	$360
Senior Delivery Leader / Senior Program Leader / Senior Technical Leader	$365
Principal in Charge	$370
Senior Technical Consultant	$375
Senior Practice Leader	$385

EXPENSES	
Travel	$0.70 / mile
Other Direct Costs	At Cost Plus 15%
Subconsultants/Subcontractors	At Cost Plus 15%

NOTES

Mileage rate will change as the federal allowable rate is modified.

This rate schedule is confid customer internal use only.
Woodard & Curran reserves djust billing rates annually.

STAFF REPORT
9/24/2025

TO: Honorable Mayor and City Council Members

FROM: Celina Jimenez, Director of Economic Development

SUBJECT: Approve a Sponsorship Request from the County of Riverside District 4 in the amount of $4,000 to support the 34th Annual Senior Inspiration Awards Ceremony and Approve the Nomination of Ms. Refugio Sanchez as the City of Coachella Honoree

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STAFF RECOMMENDATION:

Staff recommends that the City Council consider approving a sponsorship request from the County of Riverside District 4 in the amount of $4,000 to support the 34th Annual Senior Inspiration Awards and approve the nomination of Ms. Refugio Sanchez as the City of Coachella Honoree.

BACKGROUND:

Since 1992, the County of Riverside District 4 has partnered with the nine (9) Coachella Valley Cities to plan the annual Senior Inspiration Awards event. The annual luncheon recognizes productive and active senior citizens from each of the nine cities. Each city is asked to select an honoree that meets the following criteria:

- Be at least 70 years old;
- Reside and/or volunteer in your City:
- Be actively involved in community affairs·
- Deserve to receive recognition and/or may not otherwise receive recognition for their service to the community; and
- Personify a healthy, active, and contributing attitude and lifestyle.

This year's Senior Inspiration Awards luncheon will be held in Indian Wells on Thursday, March 26, 2026 from 11:30 AM – 1:30 PM. The event committee is asking each City to sponsor the event by contributing $4,000. The sponsorship package will include two tables of 10 attendees, the honoree's gift, listing of the honoree in the event program and recognition at the event. Sponsorship of the event has enabled the area cities to honor valued senior volunteers in the community.

DISCUSSION/ANALYSIS:

This year, Ms. Refugio Sanchez has been nominated to be this year's City of Coachella Senior Inspiration Award recipient. Ms. Refugio Sanchez, has been a volunteer for the Coachella Senior Center since 2013. As of 2024, her service hours have totaled 2,434. She has been a member at the senior center since 2005. She is always eager and willing to help. She loves helping out in the kitchen and at all Senior Center events. She spends countless hours helping with everything and anything. Everyone at the Senior Center is an equal to her, and she treats everyone with dignity and respect. Having a person like Mrs. Sanchez at the Coachella Senior Center is an asset to this special community. Ms. Sanchez is an exceptional choice for the Senior Inspiration Awards Honoree award, as she is very reliable and compassionate towards her fellow peers, which are the hallmark qualities needed for the Senior Center.

ALTERNATIVES:

1. Approve a Sponsorship Request from the County of Riverside District 4 in the amount of $4,000 to support the 34th Annual Senior Inspiration Awards Ceremony and Approve the Nomination of Ms. Refugio Sanchez as the City of Coachella Honoree
2. Do not approve and provide alternative direction

FISCAL IMPACT:

Should the City Council approve the staff recommendation, the General Fund account will be reduced by $4,000.

ATTACHMENT(S):

None.

STAFF REPORT
September 24, 2025

TO: Honorable Mayor and City Council

FROM: Yolanda Lopez, Human Resources Department

SUBJECT: Adopt a Resolution 2025-48 to Grant Another Designated Period for Two Years Additional Service Credit; Certification of Governing Body's Action

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STAFF RECOMMENDATION

Staff recommends that the City Council consider taking the following actions in the order listed:

1. Adopt Resolution 2025-48 to Grant a Designated Period for Two Years Additional Service Credit under Government Code section 20903, beginning September 25, 2025, and ending December 30, 2025, for eligible miscellaneous employees.

2. Approve Certification of Governing Body's Action and direct the City Clerk to sign the document.

DISCUSSION/ANALYSIS

Government Code section 20903 authorizes public agencies contracting with CalPERS to offer what is commonly known as the "Two Years Additional Service Credit" or "Golden Handshake." This provision allows eligible employees who retire during a specifically designated window to receive an additional two (2) years of service credit toward their retirement benefit calculation.

This program is typically used to:

- Encourage voluntary retirements during times of organizational change or budget constraints;
- Avoid layoffs by reducing staffing levels through retirement incentives; and
- Facilitate succession planning and workforce transition.

The City must certify that the retirements will result in overall savings and must notify CalPERS in advance of the designated period. This is the second step required to offer eligible miscellaneous employees the Golden Handshake. This second step is to designate and open a window during which eligible miscellaneous employees may retire and receive the Golden Handshake. The first step was performed on August 6, 2025, whereby the City Council provided notice of its intention to open the window and to notify the public about the approximate cost of implementing such a program. As of this report, sixteen (16) miscellaneous employees are eligible for the Golden Handshake.

By offering the Golden Handshake to eligible miscellaneous employees, the City will experience a net savings through voluntary retirements. Section 20903 requires that a window period be open no less than 90 days but no more than 180 days prior to retirement. The proposed designated period will begin on September 25, 2025, and conclude on December 30, 2025 ("Designated Period"). Only those employees who retire within this window and meet all eligibility requirements will qualify for the additional service credit. However, employees must be employed on the first day of the Designated Period to qualify for the Golden Handshake. As a result, the earliest retirement can be no earlier than September 25, 2025, and no later than December 30, 2025.

To be eligible to elect the Golden Handshake, an eligible employee must satisfy the following requirements:

- Be a miscellaneous member for CalPERS purposes;
- Have at least five (5) years of CalPERS credited service;
- Be eligible to retire as of the effective date of retirement;
- Be an employee of the City on the first day of the designated window (i.e., September 25, 2025); and
- Retire no earlier than September 25, 2025, but no later than December 30, 2025.

Pursuant to Government Code section 20903, the City Council must certify that it is electing to offer a Golden Handshake because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent (1%) of the designated job classifications, department or organization unit, as designated by the City Council, resulting from the curtailment, or change in the manner of performing, its services. Further, the City Council must certify that it is its intention at the time that Government Code section 20903 is made operative that at least one vacancy in any position, in any department, or other organization unit, shall remain permanently unfilled, thereby resulting in an overall reduction in the workforce of the department or organization unit.

In addition, an employee that takes the Golden Handshake is not eligible to be hired as a retired annuitant by any CalPERS employer within 180 days of their effective date of retirement unless they forfeit the Golden Handshake.

The next steps, assuming that the City Council approves the recommendations, will entail the following:

- Submit the original or a certified copy of the Resolution 2025-48 of Intent, Certification of Governing Body's Action, Certification of Compliance with Government Code Section 7507, and Certification of Compliance with Government Code Section 20903 to CalPERS immediately after the adoption of the Resolution 2025-48 of Intent.
- Notify eligible employees and provide informational resources.
- Coordinate with Human Resources and CalPERS to ensure timely processing of retirements and benefits.

The Certification of Compliance with Government Code Section 7507 and Certification of Compliance with Government Code Section 20903 were approved by the City Council, with authority granted to designated officials to sign such forms at the August 6, 2025, meeting.

The action requested by the City Council at this meeting is to adopt Resolution 2025-48 to grant a designated period for two years additional service credit, to approve the Certification of Governing Body's Action, and authorize the City Clerk to sign said form.

FISCAL IMPACT:

Although the granting of additional service credit may result in increased short-term retirement costs (CalPERS policy requires that the cost of a Golden Handshake be funded within five (5) years), these are expected to be offset by savings in salary, benefits, and associated costs due to the vacated positions. The anticipated costs of the Golden Handshake program were disclosed at the August 6, 2025, meeting in accordance with Government Code section 7507.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION

Should the City Council not take the action recommended, the City will not be able to open an additional designated period during which two years additional service credit would be offered to eligible miscellaneous employees meeting the age and service credit requirements if they elect to retire during such period.

ATTACHMENTS

1. Resolution 2025-48 of Intent
2. Certification of Governing Body's Action

RESOLUTION NO. 2025-48

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COACHELLA TO GRANT ANOTHER DESIGNATED PERIOD FOR TWO YEARS ADDITIONAL SERVICE CREDIT

WHEREAS, the City of Coachella is a contracting agency of the California Public Employees' Retirement System; and

WHEREAS, the City desires to provide another designated period for Two Years Additional Service Credit, Section 20903, based on the contract amendment included in said contract, which provided for Section 20903, Two Years Additional Service Credit, for eligible members.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Coachella does seek to add another designated period, and does hereby authorize this Resolution indicating a desire to add a designated period from September 25, 2025, through December 30, 2025, for all eligible Miscellaneous employees of the City of Coachella.

PASSED, APPROVED AND ADOPTED this 24th day of September 2025.

_____
Steven A. Hernandez
Mayor

ATTEST:

_____
Angela M. Zepeda
City Clerk

APPROVED AS TO FORM:

BEST, BEST & KRIEGER

_____
City Attorney

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss.
CITY OF COACHELLA)

I HEREBY CERTIFY that the foregoing Resolution No. 2025-48 was duly adopted by the City Council of the City of Coachella at a regular meeting thereof, held on the 24th day of September 2025, by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Delia Granados,
Deputy City Clerk

California Public Employees' Retirement System
Financial Office | Pension Contracts & Prefunding Programs Division
P.O. Box 942715, Sacramento, CA 94229-2715

www.calpers.ca.gov
888 CalPERS (or **888**-225-7377)
TTY: (877) 249-7442



Certification of Governing Body's Action

I hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the

_____ of the
(governing body)

_____
(public agency)

on _____.
(date)

_____
Clerk/Secretary

_____
Title

STAFF REPORT
September 24, 2025

TO: Honorable Mayor and City Council Members

FROM: Yolanda Lopez, Department of Human Resources

SUBJECT: Resolution No. 2025-46 Approval of Agreement Between the City of Coachella and Teamsters Local 1932 – Water & Sanitation/Utilities Employees Purpose: To Approve the Results of the Base Compensation Salary Study for Utility Operations

STAFF RECOMMENDATION:

Staff recommends that the City Council approve Resolution No. 2025-46, adopting the Side Letter Agreement between the City of Coachella and Teamsters Local 1932, representing Water & Sanitation/Utilities employees. This includes approval of the final compensation report submitted by Gallagher Benefit Services, Inc. (formerly Koff & Associates).

BACKGROUND:

On March 27, 2024, the Council approved conducting a Manpower Study and a Salary Study for Water and Sanitary Utility Operations as part of the 2021-2023 Memorandum of Understanding with the Sanitary and Miscellaneous Employees and Confidential Mid-Management Employees bargaining units. The Manpower Study was to be completed first, followed by the Salary Study.

On December 30, 2024, Gallagher Benefit Services, Inc. completed the initial base compensation report.

On June 26, 2025, the City's compensation report was returned for revision to incorporate employee benefit comparisons and to reduce the number of survey comparator agencies to nine.

Following these revisions, the city engaged in meet-and-confer sessions with Teamsters Local 1932 to review the results of the Manpower and Salary Studies.

As a result of these discussions, the City and Teamsters Local 1932 have reached a Side Letter of Agreement that provides a 3% wage increase for eligible classifications for Fiscal Year 2025/2026. The increase will take effect with the first full pay period following City Council approval and will be retroactive to January 1, 2025. The remaining percentage of the pay will be presented for approval over the next two fiscal years.

The position of Chief Wastewater Collections is excluded from this increase, as its current salary already exceeds the market median.

APPROVED PAY ADJUSTMENTS FISCAL YEAR 2025/2026

Sanitary and Miscellaneous and Confidential Mid-Management Employees	Pay Adjustment
Assistant Engineer (Utilities)	3%
Environmental/Special Programs Manager	3%
Heavy Equipment Operator (Utilities)	3%
Sanitary Superintendent	3%
Senior Water Service Worker III	3%
Senior Water Service Worker IV	3%
Treatment Plant Operator Trainee	3%
Treatment Plant Operator I	3%
Treatment Plant Operator II	3%
Treatment Plant Operator III	3%
Water Service Worker I	3%
Water Service Worker II	3%
Water Superintendent	3%

3% increase will be effective in the first full pay period following City Council approval, and will be retroactive to January 1, 2025.

DISCUSSION/ANALYSIS:

Staff is asking that Council approve the final report submitted by Gallagher Benefit Services, Inc., and authorize staff to implement the recommended pay adjustments to fulfill the City's agreement with the Sanitary and Miscellaneous Employees and Confidential Mid-Management Employees bargaining units.

ALTERNATIVES:

1. Approve the action.
2. Do not approve the action.

FISCAL IMPACT:

The fiscal impact on salaries and benefits is $88,877.42 for FY 25/26. Funds would be appropriated from the Water and Wastewater budget.

Attachments
Resolution No. 2025-46
Side Letter Agreement between the City of Coachella and Teamsters Local 1932
Compensation Results
Updated Salary Schedule

RESOLUTION NO. 2025-46

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COACHELLA, CALIFORNIA, APPROVING A SIDE LETTER AGREEMENT WITH TEAMSTERS LOCAL 1932 – WATER & SANITATION/UTILITIES EMPLOYEES, AND ADOPTING THE RESULTS OF THE BASE COMPENSATION SALARY STUDY

WHEREAS, the Approval of Agreement Between the City of Coachella and Teamsters Local 1932 – Water & Sanitation/Utilities Employees is to approve the results of the Base Compensation Salary Study for Utility Operations;

WHEREAS, the City of Coachella and Teamsters Local 1932, representing Water & Sanitation/Utilities employees, are parties to a Memorandum of Understanding (MOU) that included the completion of a Manpower Study and a Salary Study;

WHEREAS, the City retained Gallagher Benefit Services, Inc. (formerly Koff & Associates) to conduct the studies, with the Salary Study finalized on June 26, 2025, following revisions to reflect updated comparator data and employee benefit analysis;

WHEREAS, the City and Teamsters Local 1932 have engaged in good faith negotiations and reached a Side Letter Agreement to implement the study's findings;

WHEREAS, the Side Letter Agreement provides a 3% wage increase for identified classifications, effective the first full pay period following City Council approval, retroactive to January 1, 2025;

WHEREAS, the position of Chief Wastewater Collections is excluded from the pay adjustment due to its current salary exceeding the market median; and

WHEREAS, the total cost impact of the agreement is $88,877.42 for Fiscal Year 2025/2026, to be funded through the Water and Wastewater budget.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the City Council of the City of Coachella, as follows:

Section 1. Incorporation of Recitals. The City Council hereby finds and determines that the foregoing Recitals of this Resolution are true and correct and hereby incorporates them into this Resolution as though fully set forth herein.

Section 2. The City Council approves the Side Letter Agreement between the City of Coachella and Teamsters Local 1932 – Water & Sanitation/Utilities Employees. Adopt Resolution No. 2025-46, and formally adopts the results and recommendations of the Base Compensation Salary Study conducted by Gallagher Benefit Services, Inc.

Exhibit A: Side Letter Agreement

Section 3. Salary Schedule Update. The City Council acknowledges the salary range adjustment associated with the implementation of the 3% wage adjustments for eligible classifications, effective the first full pay period following City Council approval, and retroactive to January 1, 2025. Salary Schedule attached hereto.

Exhibit B: Updated Salary Schedule

PASSED, APPROVED, and **ADOPTED** this 24th day of September, 2025.

_____
Steven A. Hernandez
Mayor

ATTEST:

_____
Angela M. Zepeda
City Clerk

APPROVED AS TO FORM:

BEST, BEST & KRIEGER

_____
City Attorney

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss.
CITY OF COACHELLA)

I HEREBY CERTIFY that the foregoing Resolution No. 2025-46 was duly adopted by the City Council of the City of Coachella at a regular meeting thereof, held on the 24th day of September 2025, by the following vote of Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Delia Granados
Deputy City Clerk

Side Letter of Agreement
Between the City of Coachella and
Teamsters, Local 1932 – General Unit Water & Sanitation/ Utilities

WHEREAS, the city of Coachella ("City") and the Teamsters Local 1932 Sanitary employees and Miscellaneous Unit ("Sanitary Employees and Miscellaneous") are parties to the Memorandum of understanding ("MOU") that is effect from July 1, 2023, through June 30, 2027, and generally governs the wages, hours and other terms and conditions of employment of the classification represented by the Miscellaneous Unit.

WHEREAS, Article 4 section 1. Of the MOU provides for the terms of salary for Miscellaneous employees members.

WHEREAS, the parties wish to provide Water and Sanitary employees with a salary increase as follows:

THEREFORE, IT IS AGREED AS FOLLOWS:

1. Upon City Council approval, all employees within water and sanitary departments shall receive a salary increase of three percent (3%) wage increase effective the first pay period following City Council approval. The position of Chief Wastewater Collections shall not receive the three percent (3%) as this position is already above the medium.
2. Wages shall be retroactive from January 1, 2025.
3. No other terms and/or items in the MOU have been discussed and the economic enhancements, benefits and language of the current MOU shall remain in full force and affect throughout the term of the MOU, ending on June 30, 2027.

WE AGREE TO THE ABOVE:

TEAMSTERS LOCAL 1932:

_____

Carlos Gonzales
Teamsters Local 1932 Staff Coordinator

CITY OF COACHELLA:

_____

Bill Pattision
City Manager

City of Coachella
Results Summary
June 2025

Classification	Top Monthly Salary Data					# of Matches
	Top Monthly Salary	Average of Comparators	% above or below	Median of Comparators	% above or below	
Assistant Engineer	$ 9,589	$ 10,179	-6.1%	$ 10,278	-7.2%	6
Chief Wastewater Collections Operator (aka Chief Treatment/Collection Systems Operator)	$ 10,130	$ 9,415	7.1%	$ 9,164	9.5%	4
Chief Wastewater Treatment Operator (aka Chief Treatment/Collection Systems Operator)	$ 10,130	$ 9,954	1.7%	$ 9,949	1.8%	5
Environmental/Special Programs Manager	$ 9,780	$ 12,091	-23.6%	$ 12,170	-24.4%	4
Heavy Equipment Operator	$ 6,615	$ 7,675	-16.0%	$ 7,680	-16.1%	5
Sanitary Superintendent	$ 11,507	$ 12,830	-11.5%	$ 13,023	-13.2%	5
SCADA/Instrumentation Technician	proposed	$ 8,791	proposed	$ 8,949	proposed	4
Senior Water Service Worker IV - Production	$ 7,705	$ 9,009	-16.9%	$ 9,314	-20.9%	7
Wastewater Collections Operator II (aka Treatment Plant Operator II)	$ 6,796	$ 7,462	-9.8%	$ 7,730	-13.7%	5
Wastewater Treatment Operator II (aka Treatment Plant Operator II)	$ 6,796	$ 8,047	-18.4%	$ 8,167	-20.2%	5
Water Distribution Operator II (aka Water Service Worker II)	$ 6,169	$ 7,191	-16.6%	$ 7,270	-17.8%	7
Water Superintendent	$ 11,507	$ 13,151	-14.3%	$ 12,879	-11.9%	6
		AVERAGE:	**-11.3%**	**AVERAGE:**	**-12.2%**	

City of Coachella - Salary Schedule
Sanitary/Miscellaneous Employees
July 1, 2025 - June 30, 2026 *(4% COLA effective July 1, 2025)*
(Revised by Council 9/24/25, Resolution No. 2025-46)

Position Title	Step	A	B	C	D	E	Performance Step (5%) "O"
Accountant	h	45.42	47.69	50.08	52.58	55.21	57.97
	m	7,873.24	8,266.90	8,680.24	9,114.26	9,569.97	10,048.47
Grade 13	a	94,478.84	99,202.78	104,162.92	109,371.07	114,839.62	120,581.60
Accounting Technician I	h	32.86	34.50	36.23	38.04	39.94	41.94
	m	5,695.32	5,980.09	6,279.10	6,593.05	6,922.70	7,268.84
Grade 7	a	68,343.90	71,761.09	75,349.15	79,116.60	83,072.43	87,226.06
Accounting Technician II	h	38.11	40.02	42.02	44.12	46.32	48.64
	m	6,605.76	6,936.05	7,282.85	7,647.00	8,029.35	8,430.81
Grade 30	a	79,269.16	83,232.61	87,394.24	91,763.96	96,352.15	101,169.76
Assistant Engineer	h	47.33	49.70	52.19	54.79	57.53	60.41
	m	8,204.45	8,614.68	9,045.41	9,497.68	9,972.56	10,471.19
Grade 21	a	98,453.45	103,376.12	108,544.92	113,972.17	119,670.78	125,654.32
Assistant Engineer	h	48.75	51.19	53.75	56.44	59.26	62.22
(Utilities)	m	8,450.59	8,873.12	9,316.77	9,782.61	10,271.74	10,785.33
Grade 31	a	101,407.05	106,477.40	111,801.27	117,391.34	123,260.90	129,423.95
Building Inspector I	h	37.09	38.94	40.89	42.94	45.08	47.34
	m	6,428.99	6,750.44	7,087.96	7,442.36	7,814.48	8,205.20
Grade 11	a	77,147.86	81,005.25	85,055.51	89,308.29	93,773.70	98,462.39
Building Inspector II	h	42.48	44.61	46.84	49.18	51.64	54.22
	m	7,363.89	7,732.08	8,118.68	8,524.62	8,950.85	9,398.39
Grade 19	a	88,366.62	92,784.95	97,424.20	102,295.41	107,410.18	112,780.69
Building Maintenance Worker	h	27.05	28.41	29.83	31.32	32.88	34.53
	m	4,689.16	4,923.62	5,169.80	5,428.29	5,699.70	5,984.69
Grade 2	a	56,269.89	59,083.39	62,037.56	65,139.43	68,396.41	71,816.23
Code Enforcement Aide	h	19.92	20.91	21.96	23.06	24.21	25.42
	m	3,452.41	3,625.03	3,806.28	3,996.60	4,196.43	4,406.25
Grade 10	a	41,428.93	43,500.37	45,675.39	47,959.16	50,357.12	52,874.98
Code Enforcement Officer	h	34.80	36.54	38.37	40.29	42.31	44.42
	m	6,032.81	6,334.45	6,651.17	6,983.73	7,332.92	7,699.56
Grade 9	a	72,393.72	76,013.41	79,814.08	83,804.78	87,995.02	92,394.77
Construction Project Coordinator	h	47.29	49.65	52.13	54.74	57.48	60.35
	m	8,196.07	8,605.87	9,036.17	9,487.97	9,962.37	10,460.49
Grade 20	a	98,352.83	103,270.47	108,433.99	113,855.69	119,548.48	125,525.90
Customer Service Representative I	h	28.40	29.81	31.31	32.87	34.51	36.24
	m	4,921.83	5,167.93	5,426.32	5,697.64	5,982.52	6,281.65
Grade 28	a	59,062.01	62,015.11	65,115.86	68,371.65	71,790.24	75,379.75
Customer Service Representative II	h	29.80	31.29	32.85	34.49	36.22	38.03
	m	5,164.99	5,423.24	5,694.40	5,979.12	6,278.08	6,591.98
Grade 29	a	61,979.89	65,078.88	68,332.83	71,749.47	75,336.94	79,103.79

City of Coachella - Salary Schedule
Sanitary/Miscellaneous Employees
July 1, 2025 - June 30, 2026 *(4% COLA effective July 1, 2025)*
(Revised by Council 9/24/25, Resolution No. 2025-46)

Position Title	Step	A	B	C	D	E	Performance Step (5%) "O"
Customer Service Technician	h	35.59	37.37	39.24	41.20	43.26	45.42
	m	6,169.06	6,477.51	6,801.39	7,141.46	7,498.53	7,873.46
Grade 17	a	74,028.74	77,730.18	81,616.69	85,697.52	89,982.40	94,481.52
Department Assistant I	h	27.05	28.41	29.83	31.32	32.88	34.53
	m	4,689.16	4,923.62	5,169.80	5,428.29	5,699.70	5,984.69
Grade 2	a	56,269.89	59,083.39	62,037.56	65,139.43	68,396.41	71,816.23
Department Assistant II	h	28.38	29.80	31.29	32.86	34.50	36.22
	m	4,919.74	5,165.72	5,424.01	5,695.21	5,979.97	6,278.97
Grade 3	a	59,036.85	61,988.69	65,088.13	68,342.54	71,759.66	75,347.65
Economic Development	h	35.59	37.37	39.24	41.20	43.26	45.42
Technician	m	6,169.06	6,477.51	6,801.39	7,141.46	7,498.53	7,873.46
Grade 17	a	74,028.74	77,730.18	81,616.69	85,697.52	89,982.40	94,481.52
Engineering Technician	h	35.59	37.37	39.24	41.20	43.26	45.42
	m	6,169.06	6,477.51	6,801.39	7,141.46	7,498.53	7,873.46
Grade 17	a	74,028.74	77,730.18	81,616.69	85,697.52	89,982.40	94,481.52
Fleet Services Coordinator	h	48.74	51.17	53.73	56.42	59.24	62.20
	m	8,447.61	8,869.99	9,313.49	9,779.17	10,268.12	10,781.53
Grade 22	a	101,371.33	106,439.90	111,761.89	117,349.99	123,217.49	129,378.36
Graffiti Maintenance Worker	h	30.45	31.97	33.57	35.25	37.01	38.86
	m	5,278.18	5,542.09	5,819.20	6,110.16	6,415.67	6,736.45
Grade 5	a	63,338.22	66,505.13	69,830.38	73,321.90	76,988.00	80,837.40
Heavy Equipment Operator	h	32.65	34.28	36.00	37.80	39.69	41.67
	m	5,659.69	5,942.67	6,239.81	6,551.80	6,879.39	7,223.36
Grade 23	a	67,916.28	71,312.09	74,877.69	78,621.58	82,552.66	86,680.29
Heavy Equipment Operator	h	33.63	35.31	37.08	38.93	40.88	42.92
(Utilities)	m	5,829.48	6,120.95	6,427.00	6,748.35	7,085.77	7,440.06
Grade 32	a	69,953.76	73,451.45	77,124.03	80,980.23	85,029.24	89,280.70
Human Resources Technician	h	35.47	37.24	39.11	41.06	43.11	45.27
	m	6,148.10	6,455.50	6,778.28	7,117.19	7,473.05	7,846.71
Grade 24	a	73,777.20	77,466.06	81,339.36	85,406.33	89,676.65	94,160.48
Information Technology Technician	h	35.59	37.37	39.24	41.20	43.26	45.42
	m	6,169.06	6,477.51	6,801.39	7,141.46	7,498.53	7,873.46
Grade 17	a	74,028.74	77,730.18	81,616.69	85,697.52	89,982.40	94,481.52
Payroll Specialist	h	41.34	43.40	45.57	47.85	50.24	52.76
	m	7,164.75	7,522.99	7,899.13	8,294.09	8,708.80	9,144.24
Grade 18	a	85,976.97	90,275.82	94,789.61	99,529.10	104,505.55	109,730.83
Parks Ranger	h	31.59	33.17	34.83	36.57	38.40	40.31
	m	5,475.23	5,748.99	6,036.44	6,338.26	6,655.17	6,987.93
Grade 25	a	65,702.71	68,987.84	72,437.24	76,059.10	79,862.05	83,855.16

City of Coachella - Salary Schedule
Sanitary/Miscellaneous Employees
July 1, 2025 - June 30, 2026 ***(4% COLA effective July 1, 2025)***
(Revised by Council 9/24/25, Resolution No. 2025-46)

Position Title	Step	A	B	C	D	E	Performance Step (5%) "O"
Planning Technician	h	33.55	35.22	36.99	38.83	40.78	42.82
	m	5,814.81	6,105.55	6,410.82	6,731.37	7,067.93	7,421.33
Grade 8	a	69,777.69	73,266.57	76,929.90	80,776.39	84,815.21	89,055.97
Public Works/Landscape &	h	42.48	44.61	46.84	49.18	51.64	54.22
Lighting Inspector	m	7,363.89	7,732.08	8,118.68	8,524.62	8,950.85	9,398.39
Grade 19	a	88,366.62	92,784.95	97,424.20	102,295.41	107,410.18	112,780.69
Public Works Parks Maintenance	h	27.05	28.41	29.83	31.32	32.88	34.53
Worker Trainee/I/II	m	4,689.16	4,923.62	5,169.80	5,428.29	5,699.70	5,984.69
Grade 2	a	56,269.89	59,083.39	62,037.56	65,139.43	68,396.41	71,816.23
Public Works Streets Maintenance	h	27.91	29.31	30.77	32.31	33.93	35.62
Worker Trainee/I/II	m	4,837.99	5,079.89	5,333.88	5,600.57	5,880.60	6,174.63
Grade 26	a	58,055.84	60,958.63	64,006.56	67,206.89	70,567.24	74,095.60
Recreation Services Coordinator	h	29.76	31.25	32.81	34.45	36.18	37.98
	m	5,158.70	5,416.64	5,687.47	5,971.84	6,270.43	6,583.96
Grade 4	a	61,904.43	64,999.65	68,249.63	71,662.11	75,245.22	79,007.48
Senior Accountant	h	53.37	56.03	58.84	61.78	64.87	68.11
	m	9,249.97	9,712.47	10,198.09	10,708.00	11,243.40	11,805.57
Grade 16	a	110,999.63	116,549.61	122,377.09	128,495.95	134,920.75	141,666.78
Senior Center Assistant	h	27.05	28.41	29.83	31.32	32.88	34.53
	m	4,689.16	4,923.62	5,169.80	5,428.29	5,699.70	5,984.69
Grade 2	a	56,269.89	59,083.39	62,037.56	65,139.43	68,396.41	71,816.23
Senior Center Coordinator	h	31.41	32.98	34.63	36.36	38.17	40.08
	m	5,443.78	5,715.97	6,001.77	6,301.86	6,616.95	6,947.80
Grade 6	a	65,325.40	68,591.67	72,021.25	75,622.31	79,403.43	83,373.60
Senior Center Operator	h	27.91	29.31	30.77	32.31	33.93	35.62
	m	4,837.99	5,079.89	5,333.88	5,600.57	5,880.60	6,174.63
Grade 26	a	58,055.84	60,958.63	64,006.56	67,206.89	70,567.24	74,095.60
Senior Code Enforcement	h	40.02	42.02	44.12	46.32	48.64	51.07
Officer	m	6,936.26	7,283.08	7,647.23	8,029.59	8,431.07	8,852.63
Grade 15	a	83,235.17	87,396.93	91,766.77	96,355.11	101,172.87	106,231.51
Senior Maintenance Worker	h	32.41	34.03	35.73	37.52	39.39	41.36
	m	5,617.77	5,898.65	6,193.59	6,503.27	6,828.43	7,169.85
Grade 27	a	67,413.19	70,783.85	74,323.04	78,039.20	81,941.16	86,038.21
Senior Water Service Worker III	h	34.55	36.28	38.10	40.00	42.00	44.10
	m	5,989.25	6,288.71	6,603.15	6,933.31	7,279.97	7,643.97
Grade 39	a	71,871.02	75,464.57	79,237.79	83,199.68	87,359.67	91,727.65
Senior Water Service Worker IV	h	39.17	41.13	43.19	45.35	47.62	50.00
	m	6,790.27	7,129.78	7,486.27	7,860.58	8,253.61	8,666.29
Grade 33	a	81,483.18	85,557.34	89,835.21	94,326.97	99,043.32	103,995.48

City of Coachella - Salary Schedule
Sanitary/Miscellaneous Employees
July 1, 2025 - June 30, 2026 ***(4% COLA effective July 1, 2025)***
(Revised by Council 9/24/25, Resolution No. 2025-46)

Position Title	Step	A	B	C	D	E	Performance Step (5%) "O"
Street Sweeper Operator	h	32.65	34.28	36.00	37.80	39.69	41.67
	m	5,659.69	5,942.67	6,239.81	6,551.80	6,879.39	7,223.36
Grade 23	a	67,916.28	71,312.09	74,877.69	78,621.58	82,552.66	86,680.29
Treatment Plant Operator	h	27.75	29.14	30.60	32.13	33.73	35.42
Trainee	m	4,810.40	5,050.92	5,303.47	5,568.64	5,847.07	6,139.43
Grade 40	a	57,724.81	60,611.05	63,641.60	66,823.68	70,164.87	73,673.11
Treatment Plant Operator I	h	31.36	32.93	34.58	36.31	38.12	40.03
	m	5,436.53	5,708.36	5,993.77	6,293.46	6,608.14	6,938.54
Grade 36	a	65,238.36	68,500.28	71,925.29	75,521.56	79,297.64	83,262.52
Treatment Plant Operator II	h	34.55	36.28	38.10	40.00	42.00	44.10
	m	5,989.25	6,288.71	6,603.15	6,933.31	7,279.97	7,643.97
Grade 34	a	71,871.02	75,464.57	79,237.79	83,199.68	87,359.67	91,727.65
Treatment Plant Operator III	h	39.17	41.13	43.19	45.35	47.62	50.00
	m	6,790.27	7,129.78	7,486.27	7,860.58	8,253.61	8,666.29
Grade 37	a	81,483.18	85,557.34	89,835.21	94,326.97	99,043.32	103,995.48
Vehicle/Equipment Mechanic I	h	29.76	31.25	32.81	34.45	36.18	37.98
	m	5,158.70	5,416.64	5,687.47	5,971.84	6,270.43	6,583.96
Grade 4	a	61,904.43	64,999.65	68,249.63	71,662.11	75,245.22	79,007.48
Vehicle/Equipment Mechanic II	h	41.34	43.40	45.57	47.85	50.24	52.76
	m	7,164.75	7,522.99	7,899.13	8,294.09	8,708.80	9,144.24
Grade 18	a	85,976.97	90,275.82	94,789.61	99,529.10	104,505.55	109,730.83
Water Service Worker I	h	27.75	29.14	30.60	32.13	33.73	35.42
	m	4,810.40	5,050.92	5,303.47	5,568.64	5,847.07	6,139.43
Grade 38	a	57,724.81	60,611.05	63,641.60	66,823.68	70,164.87	73,673.11
Water Service Worker II	h	31.36	32.93	34.58	36.31	38.12	40.03
	m	5,436.53	5,708.36	5,993.77	6,293.46	6,608.14	6,938.54
Grade 35	a	65,238.36	68,500.28	71,925.29	75,521.56	79,297.64	83,262.52

City of Coachella - Salary Schedule
Confidential Mid-Management Employees
July 1, 2025 - June 30, 2026 ***(3% COLA Effective July 1, 2025)***
(Revised by Council 9/24/25, Resolution No. 2025-46)

	Step	A	B	C	D	E	Performance Step (5%) "O"
Accounting Manager	h	61.65	64.73	67.96	71.36	74.93	78.68
	m	10,685.30	11,219.57	11,780.55	12,369.58	12,988.05	13,637.46
Grade 37	a	128,223.66	134,634.84	141,366.58	148,434.91	155,856.65	163,649.49
Administrative Assistant	h	37.30	39.16	41.12	43.18	45.33	47.60
	m	6,464.74	6,787.98	7,127.38	7,483.75	7,857.94	8,250.83
Grade 10	a	77,576.93	81,455.78	85,528.57	89,804.99	94,295.24	99,010.01
Assistant to the City Manager	h	61.47	64.54	67.77	71.15	74.71	78.45
	a	10,654.16	11,186.87	11,746.22	12,333.53	12,950.20	13,597.71
Grade 36	m	127,849.97	134,242.47	140,954.59	148,002.32	155,402.44	163,172.56
Associate Planner	h	47.81	50.20	52.71	55.35	58.12	61.02
	m	8,287.49	8,701.87	9,136.96	9,593.81	10,073.50	10,577.18
Grade 32	a	99,449.94	104,422.44	109,643.56	115,125.74	120,882.02	126,926.12
Building Official	h	60.92	63.96	67.16	70.52	74.04	77.75
	m	10,558.67	11,086.60	11,640.93	12,222.98	12,834.13	13,475.83
Grade 25	a	126,704.00	133,039.21	139,691.17	146,675.72	154,009.51	161,709.99
Chief Treatment/Collections	h	49.53	52.00	54.60	57.33	60.20	63.21
System Operator	m	8,584.37	9,013.58	9,464.26	9,937.48	10,434.35	10,956.07
Grade 29	a	103,012.40	108,163.02	113,571.17	119,249.73	125,212.21	131,472.83
Civil Engineering Associate	h	47.13	49.49	51.96	54.56	57.29	60.15
	m	8,169.16	8,577.62	9,006.50	9,456.83	9,929.67	10,426.15
Grade 31	a	98,029.94	102,931.43	108,078.01	113,481.91	119,156.00	125,113.80
Code Compliance Manager	h	60.92	63.96	67.16	70.52	74.04	77.75
	m	10,558.67	11,086.60	11,640.93	12,222.98	12,834.13	13,475.83
Grade 25	a	126,704.00	133,039.21	139,691.17	146,675.72	154,009.51	161,709.99
Development Services	h	41.17	43.22	45.38	47.65	50.04	52.54
Technician	m	7,135.30	7,492.07	7,866.67	8,260.00	8,673.00	9,106.65
Grade 17	a	85,623.61	89,904.79	94,400.03	99,120.03	104,076.03	109,279.83
Community Services	h	37.30	39.16	41.12	43.18	45.33	47.60
Coordinator	m	6,464.74	6,787.98	7,127.38	7,483.75	7,857.94	8,250.83
Grade 10	a	77,576.93	81,455.78	85,528.57	89,804.99	94,295.24	99,010.01
Customer Service Supervisor	h	46.44	48.76	51.19	53.75	56.44	59.26
	m	8,048.75	8,451.19	8,873.75	9,317.44	9,783.31	10,272.47
Grade 34	a	96,585.02	101,414.27	106,484.99	111,809.24	117,399.70	123,269.68
Deputy City Clerk	h	46.44	48.76	51.19	53.75	56.44	59.26
	m	8,048.75	8,451.19	8,873.75	9,317.44	9,783.31	10,272.47
Grade 22	a	96,585.02	101,414.27	106,484.99	111,809.24	117,399.70	123,269.68
Economic Development	h	61.95	65.04	68.29	71.71	75.30	79.06
Manager	m	10,737.21	11,274.07	11,837.77	12,429.66	13,051.14	13,703.70
Grade 38	a	128,846.46	135,288.79	142,053.23	149,155.89	156,613.68	164,444.37
Environmental/	h	49.25	51.72	54.30	57.02	59.87	62.86
Special Programs Manager	m	8,537.46	8,964.34	9,412.55	9,883.18	10,377.34	10,896.21
Grade 11	a	102,449.57	107,572.05	112,950.65	118,598.18	124,528.09	130,754.49

City of Coachella - Salary Schedule
Confidential Mid-Management Employees
July 1, 2025 - June 30, 2025 ***(3% COLA Effective July 1, 2025)***
(Revised by Council 9/24/25, Resolution No. 2025-46)

	Step	A	B	C	D	E	Performance Step (5%) "O"
Executive Assistant	h	41.17	43.22	45.38	47.65	50.04	52.54
	m	7,135.30	7,492.07	7,866.67	8,260.00	8,673.00	9,106.65
Grade 17	a	85,623.61	89,904.79	94,400.03	99,120.03	104,076.03	109,279.83
Finance Manager	h	61.65	64.73	67.96	71.36	74.93	78.68
	m	10,685.30	11,219.57	11,780.55	12,369.58	12,988.05	13,637.46
Grade 37	a	128,223.66	134,634.84	141,366.58	148,434.91	155,856.65	163,649.49
Finance Services Supervisor	h	46.44	48.76	51.19	53.75	56.44	59.26
	m	8,048.75	8,451.19	8,873.75	9,317.44	9,783.31	10,272.47
Grade 34	a	96,585.02	101,414.27	106,484.99	111,809.24	117,399.70	123,269.68
Grants Manager	h	56.26	59.07	62.02	65.12	68.38	71.80
	m	9,751.09	10,238.65	10,750.58	11,288.11	11,852.51	12,445.14
Grade 24	a	117,013.12	122,863.77	129,006.96	135,457.31	142,230.17	149,341.68
Information Technology	h	69.19	72.65	76.28	80.10	84.10	88.31
Manager	m	11,993.20	12,592.86	13,222.50	13,883.63	14,577.81	15,306.70
Grade 40	a	143,918.41	151,114.33	158,670.05	166,603.55	174,933.73	183,680.41
Management Analyst	h	45.73	48.01	50.41	52.93	55.58	58.36
	m	7,925.81	8,322.11	8,738.21	9,175.12	9,633.88	10,115.57
Grade 14	a	95,109.78	99,865.27	104,858.53	110,101.45	115,606.53	121,386.85
Parks and Recreation Services	h	56.26	59.07	62.02	65.12	68.38	71.80
Manager	m	9,751.09	10,238.65	10,750.58	11,288.11	11,852.51	12,445.14
Grade 24	a	117,013.12	122,863.77	129,006.96	135,457.31	142,230.17	149,341.68
Parks Supervisor	h	46.44	48.76	51.19	53.75	56.44	59.26
	m	8,048.75	8,451.19	8,873.75	9,317.44	9,783.31	10,272.47
Grade 34	a	96,585.02	101,414.27	106,484.99	111,809.24	117,399.70	123,269.68
Permit Technician	h	38.18	40.09	42.10	44.20	46.41	48.73
	m	6,618.37	6,949.29	7,296.75	7,661.59	8,044.67	8,446.90
Grade 12	a	79,420.44	83,391.46	87,561.04	91,939.09	96,536.04	101,362.85
Planning Manager	h	74.02	77.72	81.61	85.69	89.97	94.47
	m	12,829.84	13,471.33	14,144.90	14,852.14	15,594.75	16,374.49
Grade 41	a	153,958.07	161,655.97	169,738.77	178,225.71	187,137.00	196,493.85
Principal Planner	h	60.92	63.96	67.16	70.52	74.04	77.75
	m	10,558.67	11,086.60	11,640.93	12,222.98	12,834.13	13,475.83
Grade 39	a	126,704.00	133,039.21	139,691.17	146,675.72	154,009.51	161,709.99
Sanitary Superintendent	h	57.95	60.85	63.89	67.08	70.44	73.96
	m	10,044.29	10,546.50	11,073.82	11,627.52	12,208.89	12,819.34
Grade 15	a	120,531.42	126,558.00	132,885.89	139,530.19	146,506.70	153,832.03
Senior Civil Engineer	h	60.92	63.96	67.16	70.52	74.04	77.75
	m	10,558.67	11,086.60	11,640.93	12,222.98	12,834.13	13,475.83
Grade 25	a	126,704.00	133,039.21	139,691.17	146,675.72	154,009.51	161,709.99
Senior Management Analyst	h	56.26	59.07	62.02	65.12	68.38	71.80
	m	9,751.09	10,238.65	10,750.58	11,288.11	11,852.51	12,445.14
Grade 24	a	117,013.12	122,863.77	129,006.96	135,457.31	142,230.17	149,341.68

City of Coachella - Salary Schedule
Confidential Mid-Management Employees
July 1, 2025 - June 30, 2025 ***(3% COLA Effective July 1, 2025)***
(Revised by Council 9/24/25, Resolution No. 2025-46)

	Step	A	B	C	D	E	Performance Step (5%) "O"
Senior Planner	h	52.76	55.40	58.17	61.08	64.13	67.34
	m	9,144.89	9,602.14	10,082.25	10,586.36	11,115.68	11,671.46
Grade 23	a	109,738.72	115,225.66	120,986.94	127,036.29	133,388.10	140,057.51
Streets Supervisor	h	46.44	48.76	51.19	53.75	56.44	59.26
	m	8,048.75	8,451.19	8,873.75	9,317.44	9,783.31	10,272.47
Grade 34	a	96,585.02	101,414.27	106,484.99	111,809.24	117,399.70	123,269.68
Streets Superintendent/	h	53.05	55.70	58.48	61.41	64.48	67.70
Emergency Services Coordinato	m	9,194.72	9,654.45	10,137.18	10,644.04	11,176.24	11,735.05
Grade 33	a	110,336.62	115,853.45	121,646.12	127,728.43	134,114.85	140,820.59
Water Superintendent	h	57.95	60.85	63.89	67.08	70.44	73.96
	m	10,044.29	10,546.50	11,073.82	11,627.52	12,208.89	12,819.34
Grade 18	a	120,531.42	126,558.00	132,885.89	139,530.19	146,506.70	153,832.03

STAFF REPORT
9/24/2025

TO: Honorable Mayor and City Council Members

FROM: Andrew Simmons, P.E., Public Works Director/City Engineer

SUBJECT: Letter Agreement with Vintage Associates dba Vintage Outdoors in the amount of $35,000 to install trees at Bagdouma Park in accordance with the Public Green Space Grant.

STAFF RECOMMENDATION:

Authorize City Manager to execute Letter Agreement with Vintage Associates dba Vintage Outdoors in the amount of $35,000 to install trees at Bagdouma Park in accordance with the Public Green Space Grant.

EXECUTIVE SUMMARY:

In June 2025, the City received notice from Imperial Irrigation District (IID) that the City was awarded a Public Green Space Grant for the Bagdouma Park Tree Project in an amount of $35,000. The City proposed to install approximately 53-58 – 24" trees at Bagdouma Park in areas with mostly desert landscaping. This project aims to increase the park's tree canopy and create a cooler, safer and more inviting park. Vintage Associates is currently the landscape maintenance contractor for Bagdouma Park. Staff recommends awarding the Letter Agreement to Vintage Associates in the amount of $35,000 for this project. This work includes all labor and materials to install the trees, irrigation, and stakes and ties for all the trees.

FISCAL IMPACT:

No fiscal impact. The grant will cover the full cost of the proposal.

ATTACHMENTS:

1. Letter Agreement – Vintage Associates dba Vintage Outdoors

CITY OF COACHELLA
53-990 ENTERPRISE WAY, COACHELLA, CALIFORNIA 92236
PHONE (760) 398-3502 • WWW.COACHELLA.ORG

LETTER AGREEMENT BETWEEN
VINTAGE ASSOCIATES DBA VINTAGE OUTDOORS
AND CITY OF COACHELLA
September 24, 2025

David Smith
78-755 Darby Road, Bermuda Dunes, CA 92201

Re: Letter of Agreement for the Installation Trees at Bagdouma Park

Dear Mr. Smith:

This letter shall be our Agreement regarding the described below ("Services") to be provided by Vintage Outdoors ("Contractor") as an independent contractor to the City of Coachella for the City's Tree Planting at Bagdouma Park Project ("Project").

The Services to be provided include the following: Provide all labor and materials to install 58 – 24" trees with irrigation and two stakes and ties per tree. The Services to be provided are more particularly described in the Scope of Services attached hereto as Exhibit "A" and incorporated herein by reference.

Contractor shall perform all Services under this Letter of Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California, and consistent with all applicable laws. Contractor represents that it, its employees and subcontractors have all licenses, permits, qualifications, and approvals of whatever nature that are legally required to perform the Services, including a City Business License, and that such licenses and approvals shall be maintained throughout the term of this Agreement. Compensation for the above services shall be based on the actual amount of time spent in adequately performing the Services expressly agreed in writing in advance by the City, the cost to the City for the Services shall not exceed $35,000 .

Contractor is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 1600, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. Since the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and since the total compensation is $1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. City shall provide Contractor with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Contractor's principal place of business and at the project site. Contractor shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

Contractor shall provide proof of commercial general liability and automobile insurance to the City in amounts and with policies, endorsements and conditions required by the City for the

Services. If Contractor is an employer or otherwise hires one or more employees during the term of this Project, Contractor shall also provide proof of workers' compensation coverage for such employees which meets all requirements of state law.

Invoices shall be submitted to the City monthly as performance of the Services progresses. City shall review and pay the approved charges on such invoices in a timely manner. Services on the Project shall begin immediately and be completed by December 1, 2025, unless extended by the City in writing. The City may terminate this Letter of Agreement at any time with or without cause. If the City finds it necessary to terminate this Letter of Agreement without cause before Project completion, Contractor shall be entitled to be paid in full for those Services adequately completed prior to the notification of termination. Contractor may terminate this Letter of Agreement for cause only.

Contractor shall defend, indemnify and hold the City, its officials, officers, employees, agents, and volunteers free and harmless from any and all claims, demands, causes of action, expenses, liabilities, losses, damages, and injuries to property or persons, including wrongful death, in any manner arising out of or incident to any alleged negligent acts, omissions or willful misconduct of Contractor, its officials, officers, employees, agents, consultants, and contractors arising out of or in connection with the performance of the Services or this Agreement, including, without limitation, the payment of all consequential damages, attorneys fees and other related costs and expenses. To the fullest extent permitted by law, Contractor shall defend, indemnify and hold the City, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or relating to any negligence, errors or omissions, recklessness, or willful misconduct of Contractor, its officials, officers, employees, agents, consultants, and contractors arising out of or in connection with the performance of the Contractor's Services, including without limitation the payment of all consequential damages, expert witness fees, and attorneys fees and other related costs and expenses. Contractor shall defend, at Contractor's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against City, its directors, officials, officers, employees, agents, or volunteers. Contractor shall pay and satisfy any judgment, award or decree that may be rendered against City or its directors, officials, officers, employees, agents, or volunteers, in any such suit, action or other legal proceeding. Contractor shall reimburse City and its directors, officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the City, its directors, officials officers, employees, agents, or volunteers.***]**

If you agree with the terms of this Letter of Agreement, please indicate by signing and dating where indicated below. An original, executed copy of this Letter of Agreement is enclosed for your records.

CITY OF COACHELLA

Approved by:

_____
William B. Pattison Jr.
City Manager

Approved as to Form:
BEST, BEST & KRIEGER

_____
City Attorney

Attest:

_____
Angela M. Zepeda
City Clerk

CONTRACTOR

Reviewed and Accepted by Contractor:

_____
Signature

_____
Name

_____
Title

_____
Date

City of Coachella
Maritza Martinez, Public Works
Attn: Janeth Lara
Phone:442-400-1382

April 21, 2025

RE: Install 24” Box Trees around Bagdouma Park.

Project Description

Vintage Outdoors proposes to provide all labor and materials to:

Install:
58 – 24” Trees (Acacia Aneura, Tipuana Tipu, Bauhinia Blakeana, Jacaranda Mimosifolia, Lysiloma Thornberi, Acacia Saligna, Quercus Virginia)
1 – irrigation head per new Tree.
2 – 2” x 8’ tree stakes and ties per Tree.

Project Cost Included in Proposal:

58 – 24” Box Trees @ $525 each (Includes stakes and ties)	$30,450.00
58 – irrigation heads @ $78.50 each	$4,550.00
Total	**$35,000.00**

Approximate Start Date: TBD. **Schedule: we estimate this will take 7 days of work to be completed.**

Note: *This proposal expires after 30 days from the date on this proposal. Changes to scope and associated charges will be presented to the client in writing for approval before proceeding.
ACCEPTANCE: My signature indicates that I agree with the scope and cost of work. The Terms and Conditions shall be the same as what is set forth in the ”Agreement for Landscape Maintenance between City of Coachella and Vintage Associates”

David Smith: David Smith **Date:** 4/21/2025
Vintage Outdoors

Client Signature: _____ **Date:** _____

Print Name: _____

Title: _____


Frederick St
Douma St
Douma St
Douma St
Image © 2024 Airbus

84625
Bagdouma Park

Bagdouma Park Community Center

Coachella Valley Boxing Club

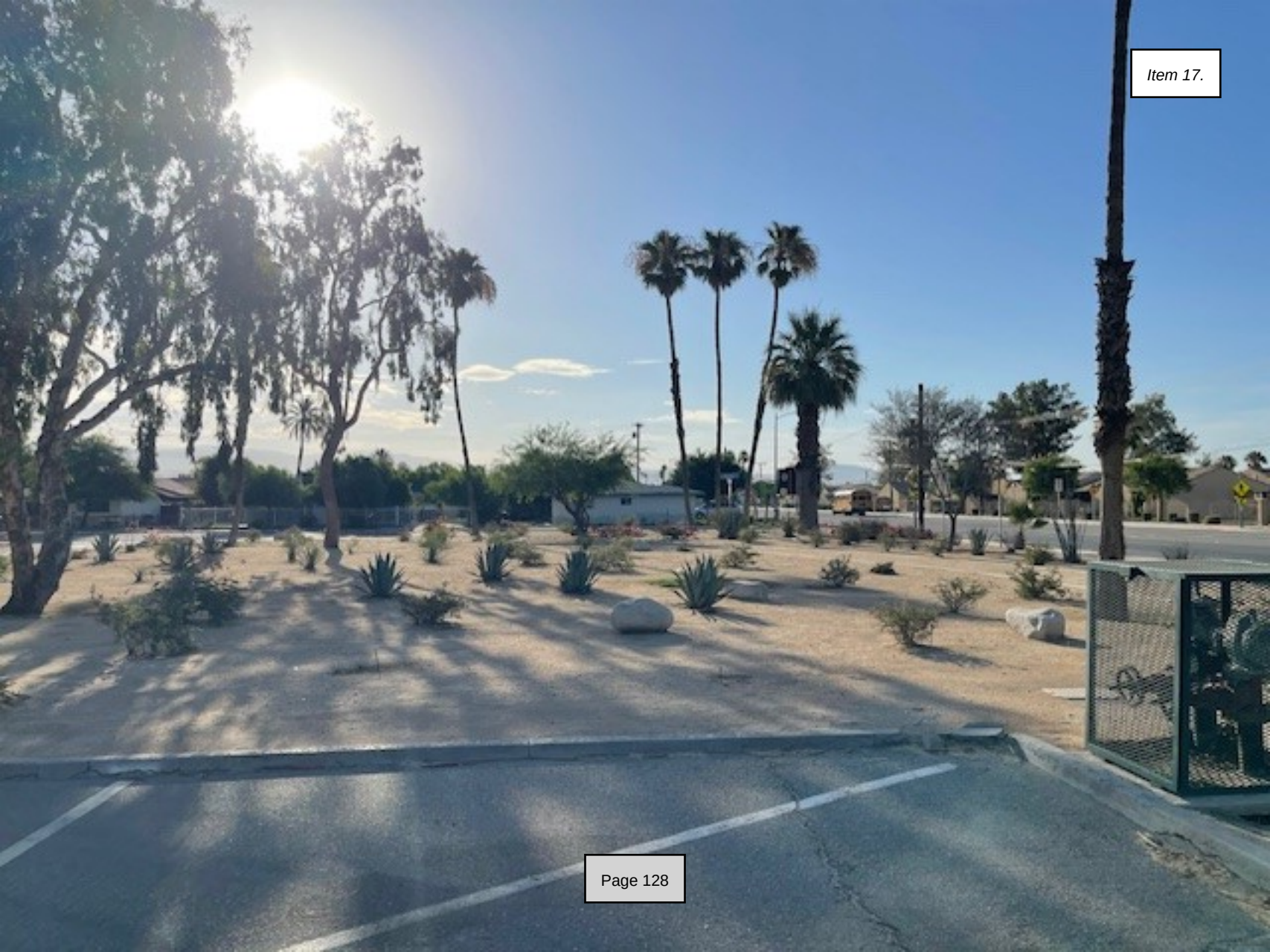
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IID
A century of service.

www.iid.com

June 05, 2025

City of Coachella
Attn: Jaime Arroyo
53462 Enterprise Way
Coachella, CA 92236

Re: Public Green Space Grants Award Notification - Bagdouma Park

Imperial Irrigation District (IID) is pleased to inform you that your organization's Public Green Space Grant application has been approved on a pro rata basis. The proposal demonstrates a nexus between essential community improvement needs and project benefits. It also supports IID's initiatives to reduce greenhouse gas emissions and provide resources for greener communities.

This letter acknowledges the grant total of $29,600.00 awarded to your organization. The grant will be issued by check to the applicant's designee in two payments: 50% funding upon award and 50% funding at project completion. Enclosed with this notification is a grant funding agreement document detailing the grant's funding instructions. A copy of the grant recipient's Form W-9 Request for Taxpayer Identification Number and Certification is also required. IID trusts that this grant will assist the organization in achieving the goals and objectives outlined in your application.

Once more, congratulations on your grant award and on the impactful work your organization is performing. IID is grateful for your efforts and looks forward to seeing the positive changes this grant will bring.

Regards,
Joseph Denton
Public Benefits Program Specialist
(760) 482 – 3682 | email: jadenton@IID.com

STAFF REPORT
9/24/2025

TO: Honorable Mayor and City Council Members

FROM: Celina Jimenez, Director of Economic Development

SUBJECT: Authorize a Sponsorship Request for Escaramuza Charra Reynas Del Valle Coachella in the Amount of $5,000 for its Dia de los Muertos Event

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STAFF RECOMMENDATION:

Staff is submitting this sponsorship request for the City Council's consideration to authorize a sponsorship request for Escaramuza Charra Reynas Del Valle Coachella in the amount of $5,000 for its Dia de los Muertos event on November 2, 2025.

BACKGROUND:

The Escaramuza Charra Reynas del Valle Coachella was founded to formalize the growing revival of Mexican culture with an emphasis on women's empowerment, particularly through the reconnection with Charrería and Escaramuza - Mexican equestrian practices rooted in the blend of indigenous and Spanish cultures. Their work includes cultural sports and activities, mentorship, education, and celebration of community. The Escaramuza Charra Reynas del Valle is composed of an all-female group ranging from the ages of 5 to 15 years old by offering horsemanship instruction and educational activities. The Reynas are looking to compete at the state level in order to qualify for the "Campeonato Nacional Infantil, Juvenil, y de Escaramuza," an annual national competition which will take place in Guadalajara, Mexico this summer. They organize two fundraising events a year, Dia de Los Muertos (November) and Mariachi Under the Stars (April), to help support their participation in these competitions.

DISCUSSION/ANALYSIS:

The third annual Dia de los Muertos fundraising event will be held at Rancho Escondido in Coachella. The cultural event will host a Day of the Dead celebration and will include a special equestrian presentation from the escaramuza team; Reynas del Valle. The budget for the event is $15,000, which covers live entertainment; including mariachi, banda, ballet folklorico, stage and sound equipment, children activities/art, security, food and drinks, and rental equipment.

ALTERNATIVES:

1. Authorize a Sponsorship Request for Escaramuza Charra Reynas Del Valle Coachella in the Amount of $5,000 for its Dia de los Muertos Event

2. Not authorize the sponsorship request

FISCAL IMPACT:

Funding for this sponsorship will be through the General Fund.

ATTACHMENT(S):

1. Sponsorship Request Letter

2. Event Flyer

09/17/2025

RE: Dia De Los Muertos

Dear Mayor and Council,

Greetings from Escaramuza Charra Reynas Del Valle Coachella! Escaramuza Charra Reynas del Valle was founded to formalize the growing revival of Mexican culture with an emphasis on women's power, particularly through the reconnection with Charrería and Escaramuza - Mexican equestrian practices which date to the 16th Century and are rooted in the blend of indigenous and Spanish cultures. Our work encompasses diverse cultural sports and activities, mentorship, education, and celebration of community.

We are launching our third annual family event/fundraiser, “Dia de Los Muertos,” which will be held at Rancho Escondido in Coachella. The event will honor our ancestors and loved ones who have passed, with food, drinks, music, altars, and a special equestrian presentation from the escaramuza team; Reynas del Valle Coachella.

Due to the growing fear in our communities, most traditional cultural events have been cancelled. We feel it’s important to have our community feel safe and be able to celebrate in a family-friendly environment, where they’ll be able to share their cultural heritage and traditions, and celebrate our loved ones, while enjoying music, arts and traditional food. This event also supports our local performers and vendors.

We are humbled by the City of Coachella, who has been supportive in the revival of our Coachella Valley escaramuza and charreria culture and would like to ask for sponsorship for the event Dia de Los Muertos, in the amount of $5,000.

The approximate budget for the event is $15,000, which covers Music ($6,500), entertainment and children activities/arts ($1,500), stage and sound equipment ($3,000), security ($2,000), and food and drinks ($4,000). The entirety of the event is organized by the equestrian families and volunteers. All the fundraising proceeds benefit the youth escaramuza team who is gearing up for the new competitive season and proudly represent the Coachella Valley.

On behalf of the Board of Directors and residents we serve, we thank you for your consideration in making a generous contribution. Our tax Identification number is by virtue of our current relationship as a project of *Pueblo Unido CDC*, which is a California non-profit corporation under the IRS code 501 (c) (3).

Sincerely,

Margarita Lopez
President, Board of Directors
Reynas del Valle

Rancho Escondido presents

CULTURAL AND FAMILY EVENT

DAY OF THE DEAD

November 2, 2025



CATRIN AND CATRINA CONTEST

ESCARAMUZA REYNAS DEL VALLE PERFORMANCE

MARIACHI TEMASTIAN
OFRENDA
BANDA 760

BALLET FOLKLORICO
DELICIOUS FOOD
SHAKRRON SHOW

85321 Ave.44, Coachella CA 92236

Time: 2:00-9:00pm
Dance: 7-10pm
Presale: $20
Door price:: $25

MORE INFORMATION: 760-766-5306
WWW.REYNASDELVALLE.ORG
ESC.REYNASDELVALLE@GMAIL.COM

STAFF REPORT
9/24/2025

TO: Honorable Mayor and City Council

FROM: Ryan Guiboa, City Attorney

SUBJECT: Code of Conduct Policy for Elected Officials

STAFF RECOMMENDATION

Staff recommends that the City Council discuss and provide direction as to the potential adoption of a code of conduct for elected officials.

DISCUSSION/ANALYSIS

In keeping with the policies declared by the state legislature in enacting codes of ethics for state and local officials, it is recognized that high moral and ethical standards among public officials are essential to the conduct of local government. A code of ethics is necessary for the guidance of City elected officials in order to prevent conflicts of interest in public office, improve standards of public service, and promote and strengthen the faith and confidence of City residents in their governing body.

The promotion of a climate of civility and trust is a shared responsibility of the City Council. To further promote a positive environment of mutual respect, the City Council may establish a code of conduct that sets the minimum requirements for City elected officials. The purpose of a code of conduct is often to:

A. Describe the standards of behavior expected of City elected officials;

B. Promote and maintain an environment that fosters the public's trust and confidence in the City;

C. Provide an ongoing source of guidance to City elected officials in their day-to-day service to the City and its residents; and

D. Establish complaint handling procedures for any alleged violations.

A draft code of conduct for elected officials is attached. The City Council may review the draft, discuss it, and provide direction to staff regarding potential revisions, and, if deemed appropriate, take action to adopt the proposed policy.

FISCAL IMPACT

The adoption of a Code of Conduct for City Councilmembers is not anticipated to result in significant fiscal impacts. Any costs would be limited to routine staff time required for preparation, review, implementation, and dissemination of the policy.

ATTACHMENTS:

1. Draft Code of Conduct for Elected Officials.

CITY OF COACHELLA
CODE OF CONDUCT FOR ELECTED OFFICIALS

I. Introduction

The purpose of this Code of Conduct ("Code") is to define the role of elected officials in the governance of the City. This Code consists of policies and implementing rules intended to advance the City's goals of providing efficient and responsive services to its residents and providing a safe and productive work environment for its employees.

II. Background

Coachella is governed by the council/manager form of government. The City Council (refers to five members; Mayor, Mayor Pro Tempore and Councilmembers) is the legislative body of local government and with the assistance of its advisory commissions and boards makes policies and fundamental governmental decisions. The City Manager carries out the executive responsibility and is charged with implementing those policies and decisions and administering the day-to-day affairs of the City with the assistance of his/her/their staff. The City Council has direct authority over the City Manager and the City Attorney. All other employees of the City are under the direct authority of the City Manager. This Code establishes rules that contribute to the success of this basic structure and to maintaining positive and effective working relationships between Councilmembers and employees.

III. Limitations

This Code addresses selective aspects of the governance of the City and supplements, but does not supplant, other laws and rules that prescribe the legal responsibilities of City Councilmembers. Those include, among others, the California Constitution, various provisions of the California Government Code (including the Brown Act and the Political Reform Act) and Labor Code, federal laws prohibiting discrimination and harassment, and the provisions of the City's own Municipal Code.

It is not possible for a Code of this kind to anticipate and provide a rule of conduct for all situations. It is expected that Councilmembers will treat each other, City employees, residents, and business-people with courtesy and respect in a manner that reflects well on the City.

IV. Policies and Rules

What follows are general policies governing the conduct of City Councilmembers, and in some instances, rules that illustrate application.

Policy 1 **City Councilmembers shall deal with the City's administrative services solely through the City Manager or their designee.**

Rules:

1.1 Councilmembers shall not direct, order or make demands on any City employee, apart from the City Manager and City Attorney who work directly for the City Council, and any administrative staff assigned to work directly with Councilmembers. This prohibition does not restrict or limit Councilmember inquiries that can be answered routinely and without research, or Councilmember support requested in accordance with a protocol established by the City Manager. Nothing in this rule precludes a Councilmember from forwarding complaints and/or concerns to the City Manager, with a copy to the appropriate department head so as to secure the swiftest City response practicable.

City staff is organized in a hierarchical structure, and City employees work under the direction and control of several layers of management culminating with the City Manager. Individual Councilmembers are not part of that management structure and have no authority to direct employees.

1.2 With the exception of the City Manager and City Attorney who work directly for the City Council, Councilmembers shall not attempt to reorganize an employee's priorities or influence the manner by which City staff perform their assigned functions or duties. City employees are directed in their everyday tasks by their immediate supervisor in accordance with approved work plans.

All requests for work or research should be directed to the City Manager, and in instances when reasonably appropriate to secure a timely response, copied to a department director. Routine requests for information may be directed to a Department Manager; but all requests should be copied to the City Manager to the extent practicable.

1.3 Councilmembers shall not retaliate or threaten to retaliate against employees as a result of disagreements over policy recommendations.

1.4 Councilmembers shall not threaten a City employee with disciplinary action.

Policy 2. **City Councilmembers shall act collectively in a properly noticed and constituted meeting; Councilmembers have no authority to make decisions or take actions on behalf of the body unless expressly authorized to do so.**

Rules:

2.1 Councilmembers shall not make representations or promises to any third party regarding the future actions of the City or of the body of which they are a member, unless such representation or promise has been duly authorized by the appropriate body.

City Councilmembers have a fundamental responsibility to communicate with the public and to aid in the resolution of individual and collective public policy and constituent service matters. When Councilmembers engage in conversations with residents, applicants, developers, lobbyists and officials of other governmental agencies, they should be cautious not to make representations or promises that they cannot legally make or keep. Future actions of a legislative body cannot be promised or predicted with certainty. Individual Councilmembers do not have authority to make commitments on behalf of the City unless expressly authorized to do so by the body of which they are a member.

2.2 When making public statements, whether verbally or in writing, Councilmembers shall make it clear whether they are authorized to speak in an official capacity on behalf of the body of which they are a member, or whether they are presenting their own views.

2.3 Councilmembers shall not interfere with the manner by which the City Manager or the City Attorney performs their duties as directed by the Council acting as a body or by a duly appointed subcommittee or liaison.

2.4 City Councilmembers shall not interfere with the implementation by City staff of approved projects and programs, as the City Manager is charged with the implementation of approved projects or programs.

2.5 Councilmembers representing the City on regional and multi-agency bodies shall vote in a manner that is consistent with Council direction and/or policy, or within a previously articulated City policy or program. In cases when the Council has not provided a basis for action, a Councilmember shall use their best judgment in voting on the City's behalf.

2.6 Proclamations should generally be issued on behalf of the entire City Council and signed by each member of the City Council. Individual City Councilmembers may opt out of signing a proclamation or ceremonial statement by the City.

2.7 A Councilmember should refrain from directing staff regarding an issue within the purview of a subcommittee of which they are not a member.

Policy 3. **The City Council as a whole or an authorized subcommittee or liaison shall provide direction and guidance to its subsidiary bodies.**

Policy 4. **City resources shall be used solely for proper governmental purposes, and only with proper authorization.**

Rules:

4.1 City letterhead must be used thoughtfully by City Councilmembers in conformance with this Code of Conduct.

City letterhead should be used in instances when it reflects the support of the majority of the City Council. It may be used to communicate official City policy or actions. All correspondence issued by a Councilmember on City letterhead shall be copied to the entire City Council and the City Manager.

4.2 City Councilmembers shall not ask or direct employees to spend time on non-City business.

4.3 Councilmembers shall not use or disclose confidential information obtained through City service for any purpose apart from City business.

Policy 5. **When representing the City, Councilmembers shall conduct themselves in a dignified manner and in accordance with all legal requirements.**

Rules:

5.1 When representing the City on official business, Councilmembers shall behave in a manner as to project a positive image for the City and shall not disparage the City or another Councilmember.

5.2 Councilmembers shall exercise best efforts to avoid the appearance of impropriety in the performance of their official duties.

5.3 Councilmembers shall identify themselves by their titles only when acting in an official City Councilmember capacity, or when it is directly relevant.

Policy 6. **Councilmembers should conduct themselves in a professional and businesslike manner in the performance of their duties, including during Council meetings, at City events, and all meetings of the bodies of which they are members.**

Rules:

6.1 Councilmembers shall treat each other, members of the public and staff with professionalism and respect.

Policy 7. **Each City Councilmember shall at all times conduct themselves in accordance with the principle that the oath of office administered to each of the City's elected officials creates a duty to serve and represent the best interests of all of the City as a whole.**

V. Enforcement

The City is committed to maintaining a healthy, fulfilling and humane workplace. To that end, every City official is expected to observe the foregoing policies and rules when engaged in City business.

Complaints alleging a violation of this Code of Conduct by a City official should be directed to the City Manager or the City Attorney. Upon receipt of a complaint of a minor nature, the City Manager and the City Attorney shall together determine a course of action. The City Manager and the City Attorney shall, should they fail to resolve the complaint or should the complaint be of a serious nature, consult with the Mayor (unless the Mayor is the subject of the complaint, in which event they shall consult with the Mayor Pro Tern or other Councilmember, in order of seniority, as is appropriate under the circumstances) in order to determine an appropriate course of action.

The goal of enforcement of this Code of Conduct is corrective, rather than penal, and a progressive approach to curing violations shall be employed, beginning with informal methods and proceeding to more formal methods as necessary. If appropriate, informal counseling and instruction shall be utilized to correct the official's behavior prior to recommending imposition of sanctions.

Should less drastic measures fail, the City Council may in a public meeting impose one or more of the following sanctions:

- **Reprimand**
- **Censure**
- **Travel or expense reimbursement restrictions**
- **Loss of committee or liaison assignments**
- **Removal from an appointed commission or board**
- **Loss of staff support or use of City resources**
- **Restrictions on access to City facilities**
- **Other penalties as may be applicable under the circumstances**