

ORDINANCE NO. 877

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COALINGA
AUTHORIZING THE CITY MANAGER TO SIGN CERTAIN CITY INSTRUMENTS IN
LIEU OF THE MAYOR PURSUANT TO CALIFORNIA GOVERNMENT CODE
SECTION 40602**

The City Council of the City of Coalinga does ordain as follows:

WHEREAS, California Government Code section 40602 provides that the mayor shall sign: (a) all warrants drawn on the city treasurer; (b) all written contracts and conveyances made or entered into by the city; and (c) all instruments requiring the City seal; and further provides that the legislative body may provide by ordinance that the instruments described in subdivisions (a), (b), and (c) be signed by an officer other than the mayor; and

WHEREAS, the City Council finds that it is in the best interest of the City to ensure efficient and timely execution of City instruments and to clarify signatory authority consistent with the Government Code section 40602; and

WHEREAS, the City Council desires to authorize the City Manager to sign the instruments described in California Government Code section 40602(a), (b), and (c) in lieu of the Mayor, as permitted by law, while preserving all requirements for City Council approval of contracts, conveyances, and other actions where approval is required by law or by the Coalinga Municipal Code;

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS:

Section 1. Authority and Purpose

This ordinance is adopted pursuant to California Government Code Section 40602 to designate an officer other than the Mayor to sign the instruments described in subdivisions (a), (b), and (c) of that section.

Section 2. Designation of Officer; City Manager Authorized Signatory

The City Council hereby provides by ordinance that the following instruments described in Government Code Section 40602 may be signed by the City Manager, in lieu of the Mayor:

- (a) all warrants drawn on the city treasurer;
- (b) all written contracts and conveyances made or entered into by the city; and
- (c) all instruments requiring the City seal.

Nothing in this ordinance shall be construed to:

1. Authorize the City Manager (or any officer) to approve or enter into any contract, conveyance, warrant, or instrument on behalf of the City without the required approval under applicable law, the Coalinga Municipal Code, or action of the City Council; or
2. Supersede, waive, or modify any requirement that the City Council approve the underlying act before execution.

The City Manager's authority under this Ordinance is limited to execution/signature of instruments as authorized by California Government Code section 40602 and as otherwise lawfully approved.

The foregoing ordinance was introduced by the City Council of the City of Coalinga, California, at a regular meeting held on this ____ day of ____, 2025, and was passed and adopted by the City Council on this ____ day of ____, 2025, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

Mayor

ATTEST:

City Council Clerk