CITY OF COALINGA
The Sunny Side of the Valley

CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY MEETING AGENDA

September 17, 2026
6:00 PM

The Mission of the City of Coalinga is to provide for the preservation of the community character by delivering quality, responsive City services, in an efficient and cost-effective manner, and to develop, encourage, and promote a diversified economic base in order to ensure the future financial stability of the City for its citizens.

Notice is hereby given that the City Council will hold a Meeting, on September 17, 2026 in the City Council Chambers located at 155 West Durian, Coalinga, CA. Persons with disabilities who may need assistance should contact the City Clerk at least 24 hours prior to this meeting at 935-1533 x113. Anyone interested in translation services should contact the City Clerk at least 24 hours prior to the meeting at 935-1533 x113. The Meeting will begin at 6:00 p.m. and the agenda will be as follows:

ZOOM WEBINAR INFORMATION

Join Zoom Meeting
https://us02web.zoom.us/j/9597261479?pwd=TkhDMkFWTnpraWkvbG84N3l4THVhQT09&omn=82751836320

Meeting chat link
https://us02web.zoom.us/launch/jc/82751836320

Meeting ID: 959 726 1479
Passcode: 3DCGUK

One tap mobile
+16699009128,,9597261479#,,,,*322951# US (San Jose)
+16694449171,,9597261479#,,,,*322951# US

Join by SIP
• 9597261479@zoomcrc.com

1. CALL TO ORDER

1. Pledge of Allegiance
2. Changes to the Agenda
3. Council's Approval of Agenda

2. AWARDS, PRESENTATIONS, APPOINTMENTS AND PROCLAMATIONS

1. Townsend Public Affairs Legislative Update and November 2026 Ballot Initiative Briefing
2. Presentation Workforce Connection for Workforce Partnership Collaboration by America Alshokail, Career Advisor
3. Code Enforcement Report (August 2026) - Yaneth Ibarra, Code Enforcement Officer

3. CITIZEN COMMENTS

This section of the agenda allows members of the public to address the City Council on any item within the jurisdiction of the Council. Members of the public, when recognized by the Mayor, should come forward to the lectern, identify themselves and use the microphone. Comments are normally limited to three (3) minutes. In accordance with State Open Meeting Laws, no action will be taken by the City Council this evening and all items will be referred to staff for follow up and a report.

Citizen Comments submitted in writing to the City Clerk by 5:00pm on the day of the City Council meeting shall be distributed to the City Council and included in the record, however they will not be read.

4. PUBLIC HEARINGS

1. Public Hearing and Adoption of Resolution No. 4365 Under the Tax and Equity Financial Responsibility Act in Connection with the Proposed Issuance of Revenue Bonds by the California Municipal Fianace Authority to Finance or Refinance the Acquisition, Rehabilitation, Improvement and Equipping of Westwood I Apartments

   Jarod Suzuki, Financial Advisor

5. CONSENT CALENDAR

1. Information Only: FY25/26 Transient Occupancy Tax Quarter Ending June 30, 2026
2. Information Only: FY25/26 Measure J Revenue Quarter Ending June 30, 2026
3. Information Only: FY25/26 Budget Report Ending June 30, 2026
4. Information Only: FY25/26 Cannabis Revenue Ending June 30, 2026
5. Informational Only: Sales Tax Update FY24/25 Compared to FY25/26
6. Adopt Resolution No. 4368 Amending the City's Conflict of Interest Code Regarding Designated Employees and Disclosure Categories as Required by the Political Reform Act and Approving the 2026 Local Agency Biennial Notice
7. City Council Authorize the City Manager to Advertise the attached Request for Proposals (RFP) for a Real Estate Brokerage and Advisory Services firm to Serve as the City's On Call Agent for Real Estate Transactions
8. Approval of At-Will Employment Agreement with Anthony Valdez for the Position of Human Resources Director

9. Authorize the City Manager to Execute a Professional Services Agreement with RAD Studios for Videography Services for the 2nd Annual Wings Over the Westside Airshow
10. Adopt Resolution No. 4366 and Consideration of Approval of the Transfer of Appropriation No. 26-021 for a One Time Project of 2 Submersible Pumps for Sandalwood Lift Station from Fiscal Year 2025-2026
11. Approval of West Coast Arborists, Inc. Proposal for Citywide On-Call Tree Maintenance Services and Authorization for the City Manager to Execute a Professional Services Agreement
12. Consideration of Bid Award for Elm Ave Tree Well Replacement Project (7th to Van Ness)

6. ORDINANCE PRESENTATION, DISCUSSION AND POTENTIAL ACTION ITEMS

1. Approval of First Addendum to the City Manager Employment Agreement

   Mario Zamora, City Attorney
2. Approval of Fresno Chapter SFR Sports Car Club of America (SCCA) Motorsports Event at the New Coalinga Municipal Airport and Authorization for the City Manager to Execute the Facilities Use Lease Agreement

   Sean Brewer, City Manager
3. Review of the Emergency Action for the Polk Street 6-Inch Water Main Replacement Pursuant to Public Contract Code Section 22050 and Determination, by a Four-Fifths Vote, That the Need for Emergency Action No Longer Exists

   Jesse Barron, Assistant City Manager
4. Discussion, Consideration and Potential Adoption of Resolution No. 4367 Approving the City of Coalinga Mural Policy and Administrative Procedures

   Jesse Barron, Assistant City Manager

7. ANNOUNCEMENTS

1. City Manager's Announcements
2. Councilmembers' Announcements/Reports
3. City Treasurer's Announcements
4. Mayor's Announcements

8. FUTURE AGENDA ITEMS

9. CLOSED SESSION

1. REAL PROPERTY NEGOTIATIONS - Government Code Section 54956.8. CONFERENCE WITH REAL PROPERTY NEGOTIATORS. PROPERTY: APN: 072-131-22 located in the City of Coalinga. CITY NEGOTIATORS: City Manager, Sean Brewer; and City Attorney, Mario Zamora. NEGOTIATING PARTIES: Coalinga Feed Yard Inc. UNDER NEGOTIATION: Price and Terms of Payment

10. CLOSED SESSION REPORT

Closed Session: A "Closed" or "Executive" Session of the City Council, Successor Agency, or Public Finance Authority may be held as required for items as follows: personnel matters; labor negotiations; security matters; providing instructions to real property negotiators; legal

counsel regarding pending litigation; and protection of records exempt from public disclosure. Closed session will be held in the Administration Building at 155 W. Durian Avenue and any announcements or discussion will be held at the same location following Closed Session.

11. ADJOURNMENT

STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Code Enforcement Report (August 2026) - Yaneth Ibarra, Code Enforcement Officer
Meeting Date:	Thursday, September 17, 2026
From:	Sean Brewer, City Manager
Prepared by:	Yaneth Ibarra, Code Enforcement Officer

I. RECOMMENDATION:

II. BACKGROUND:

III. DISCUSSION:

IV. ALTERNATIVES:

V. FISCAL IMPACT:

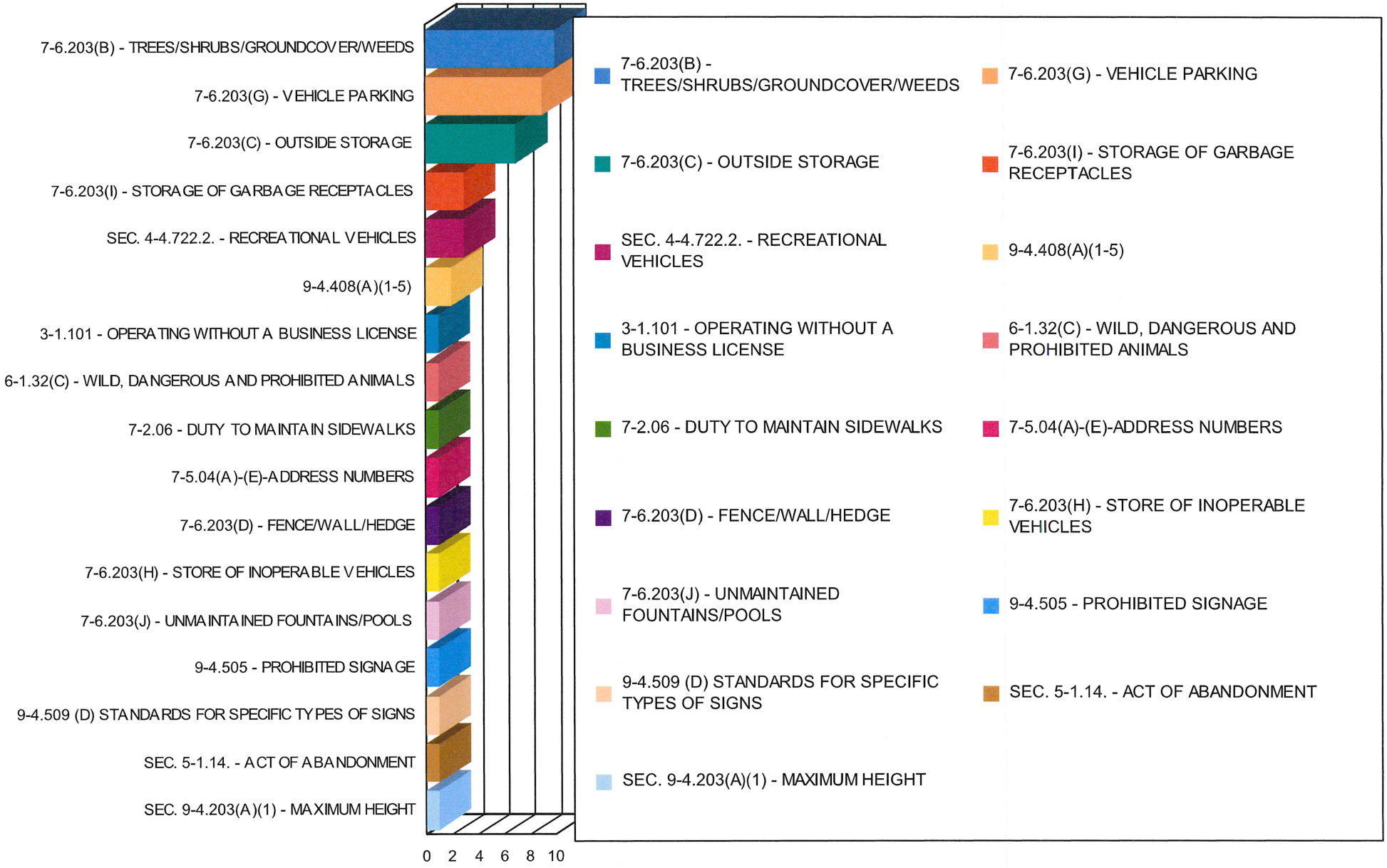
ATTACHMENTS:

	File Name	Description
🗋	August_Report.pdf	August, 2026

CODE CASES OPENED BY VIOLATION (08/01/2026 TO 08/31/2026)
FOR THE CITY OF COALINGA

CODE CASE KEY PERFORMANCE INDICATORS (08/01/2026 TO 08/31/2026)

Case Type	District	Status	Cases Opened	Cases Closed	Invoiced Fee Total
9-5.126(b)(4)(c)Garage /Yard Sale Signage			1	0	$0.00
	NA		1	0	$0.00
		In Progress	1	0	$0.00
Animal			1	1	$0.00
	NA		1	1	$0.00
		Closed - Resolved	1	1	$0.00
Business License			1	0	$0.00
	NA		1	0	$0.00
		In Progress	1	0	$0.00
Property Maintenance			30	45	$850.00
	NA		30	45	$850.00
		Closed - Resolved	10	45	$0.00
		In Progress	20	0	$850.00
Vehicle Codes			5	3	$0.00
	NA		5	3	$0.00
		Closed - Resolved	4	3	$0.00
		In Progress	1	0	$0.00
Code Case Totals:			38	49	$850.00



CODE CASES OPENED BY VIOLATION (08/01/2026 TO 08/31/2026)

Case #	Case Type	Case Status	Project	District	Main Address	Parcel	Assigned To	Opened Date	Closed Date

CODE CASES OPENED BY VIOLATION (08/01/2026 TO 08/31/2026)

Case #	Case Type	Case Status	Project	District	Main Address	Parcel	Assigned To	Opened Date	Closed Date
3-1.101 - OPERATING WITHOUT A BUSINESS LICENSE									
BLICE-000751-2026	Business License	In Progress		NA	304 E Polk St, Coalinga, CA 93210	08311108	*Yaneth Ibarra*	08/28/2026	
							AL CASES OPENED FOR 3-1.101 - OPERATING WITHOUT A BUSINESS		**1**
6-1.32(C) - WILD, DANGEROUS AND PROHIBITED ANIMALS									
Animal-000014-2026	Animal	Closed - Resolved		NA	160 Walker Ln, Coalinga, CA 93210	08333403S	*Yaneth Ibarra*	08/24/2026	*08/31/2026*
							AL CASES OPENED FOR 6-1.32(C) - WILD, DANGEROUS AND PROHIB		**1**
7-2.06 - DUTY TO MAINTAIN SIDEWALKS									
PROP-000733-2026	Property Maintenance	Closed - Resolved		NA	318 W Jefferson St, Coalinga, CA 93210	07206311	*Yaneth Ibarra*	08/06/2026	*09/02/2026*
							OTAL CASES OPENED FOR 7-2.06 - DUTY TO MAINTAIN SIDEWALKS:		**1**
7-5.04(A)-(E)-ADDRESS NUMBERS									
PROP-000749-2026	Property Maintenance	In Progress		NA	1291 Sunflower St, Coalinga, CA 93210	07128108S	*Yaneth Ibarra*	08/28/2026	
							TOTAL CASES OPENED FOR 7-5.04(A)-(E)-ADDRESS NUMBERS:		**1**
7-6.203(B) - TREES/SHRUBS/GROUNDCOVER/WEEDS									
PROP-000726-2026	Property Maintenance	Closed - Resolved		NA	500 Pacific St, Coalinga, CA 93210	08308048S	*Yaneth Ibarra*	08/03/2026	*09/03/2026*
PROP-000727-2026	Property Maintenance	Closed - Resolved		NA	440 S Joaquin St, Coalinga, CA 93210	08325217S	*Yaneth Ibarra*	08/03/2026	*08/25/2026*
PROP-000731-2026	Property Maintenance	Closed - Resolved		NA	266 Adams St, Coalinga, CA 93210	07205325	*Yaneth Ibarra*	08/06/2026	*08/25/2026*
PROP-000735-2026	Property Maintenance	In Progress		NA			*Yaneth Ibarra*	08/11/2026	
PROP-000736-2026	Property Maintenance	In Progress		NA	970 W Elm Ave, Coalinga, CA 93210	08324006S	*Yaneth Ibarra*	08/11/2026	
PROP-000737-2026	Property Maintenance	In Progress		NA	926 W Elm Ave, Coalinga, CA 93210	08324003S	*Yaneth Ibarra*	08/11/2026	
PROP-000738-2026	Property Maintenance	In Progress		NA	397 Harvard Ave, Coalinga, CA 93210	07106601S	*Yaneth Ibarra*	08/13/2026	
PROP-000743-2026	Property Maintenance	Closed - Resolved		NA	115 Walker Ln, Coalinga, CA 93210	08333308S	*Yaneth Ibarra*	08/24/2026	*09/09/2026*
PROP-000745-2026	Property Maintenance	In Progress		NA	455 Haliburton Way, Coalinga, CA 93210	08335007S	*Yaneth Ibarra*	08/24/2026	
PROP-000750-2026	Property Maintenance	In Progress		NA	315 E Pleasant St, Coalinga, CA 93210	08311309	*Yaneth Ibarra*	08/28/2026	
							L CASES OPENED FOR 7-6.203(B) - TREES/SHRUBS/GROUNDCOVER		**10**
7-6.203(C) - OUTSIDE STORAGE									

CODE CASES OPENED BY VIOLATION (08/01/2026 TO 08/31/2026)

Case #	Case Type	Case Status	Project	District	Main Address	Parcel	Assigned To	Opened Date	Closed Date
PROP-000728-2026	Property Maintenance	Closed - Resolved		NA	434 W University Ave, Coalinga, CA 93210	07106507S	*Yaneth Ibarra*	08/04/2026	*09/02/2026*
PROP-000729-2026	Property Maintenance	Closed - Resolved		NA	481 N California St, Coalinga, CA 93210	07207308	*Yaneth Ibarra*	08/04/2026	*08/25/2026*
PROP-000730-2026	Property Maintenance	Closed - Resolved		NA	180 Adams St, Coalinga, CA 93210	07205414	*Yaneth Ibarra*	08/06/2026	*08/25/2026*
PROP-000732-2026	Property Maintenance	In Progress		NA	307 Adams St, Coalinga, CA 93210	07206304	*Yaneth Ibarra*	08/06/2026	
PROP-000737-2026	Property Maintenance	In Progress		NA	926 W Elm Ave, Coalinga, CA 93210	08324003S	*Yaneth Ibarra*	08/11/2026	
PROP-000747-2026	Property Maintenance	In Progress		NA	303 E Houston St, Coalinga, CA 93210	08314133	*Yaneth Ibarra*	08/28/2026	
PROP-000748-2026	Property Maintenance	In Progress		NA	315 E Houston St, Coalinga, CA 93210	08314133	*Yaneth Ibarra*	08/28/2026	
							TOTAL CASES OPENED FOR 7-6.203(C) - OUTSIDE STORAGE:		**7**
7-6.203(D) - FENCE/WALL/HEDGE									
PROP-000738-2026	Property Maintenance	In Progress		NA	397 Harvard Ave, Coalinga, CA 93210	07106601S	*Yaneth Ibarra*	08/13/2026	
							TOTAL CASES OPENED FOR 7-6.203(D) - FENCE/WALL/HEDGE:		**1**
7-6.203(G) - VEHICLE PARKING									
PROP-000734-2026	Property Maintenance	Closed - Resolved		NA	326 W Jefferson St, Coalinga, CA 93210	07206308S	*Yaneth Ibarra*	08/06/2026	*08/25/2026*
PROP-000742-2026	Property Maintenance	In Progress		NA	224 Walnut Ave, Coalinga, CA 93210	07116306S	*Yaneth Ibarra*	08/20/2026	
PROP-000746-2026	Property Maintenance	Closed - Resolved		NA	1189 N Joaquin St, Coalinga, CA 93210	07106301S	*Yaneth Ibarra*	08/24/2026	*09/02/2026*
PROP-000752-2026	Property Maintenance	In Progress		NA	395 E Harrison St, Coalinga, CA 93210	07114508S	*Yaneth Ibarra*	08/31/2026	
PROP-000753-2026	Property Maintenance	In Progress		NA	556 Kimberly Pl, Coalinga, CA 93210	07125305S	*Yaneth Ibarra*	08/31/2026	
PROP-000754-2026	Property Maintenance	In Progress		NA	556 Kimberly Pl, Coalinga, CA 93210	07125305S	*Yaneth Ibarra*	08/31/2026	
PROP-000755-2026	Property Maintenance	In Progress		NA	140 Mccollum Ln, Coalinga, CA 93210	08333202S	*Yaneth Ibarra*	08/31/2026	
VEHI-2608-0064	Vehicle Codes	Closed - Resolved		NA	329 Adams St, Coalinga, CA 93210	07206301	*Yaneth Ibarra*	08/06/2026	*08/18/2026*
VEHI-2608-0067	Vehicle Codes	Closed - Resolved		NA	1185 N Joaquin St, Coalinga, CA 93210	07106302S	*Yaneth Ibarra*	08/18/2026	*09/02/2026*
							TOTAL CASES OPENED FOR 7-6.203(G) - VEHICLE PARKING:		**9**
7-6.203(H) - STORE OF INOPERABLE VEHICLES									
PROP-000756-2026	Property Maintenance	In Progress		NA	1485 Meadow St, Coalinga, CA 93210	07127111S	*Yaneth Ibarra*	08/31/2026	

CODE CASES OPENED BY VIOLATION (08/01/2026 TO 08/31/2026)

Case #	Case Type	Case Status	Project	District	Main Address	Parcel	Assigned To	Opened Date	Closed Date
							AL CASES OPENED FOR 7-6.203(H) - STORE OF INOPERABLE VEHICL		1
7-6.203(I) - STORAGE OF GARBAGE RECEPTACLES									
PROP-000733-2026	Property Maintenance	Closed - Resolved		NA	318 W Jefferson St, Coalinga, CA 93210	07206311	*Yaneth Ibarra*	08/06/2026	*09/02/2026*
PROP-000744-2026	Property Maintenance	In Progress		NA	220 Boardagary Ln, Coalinga, CA 93210	08335034S	*Yaneth Ibarra*	08/24/2026	
PROP-000756-2026	Property Maintenance	In Progress		NA	1485 Meadow St, Coalinga, CA 93210	07127111S	*Yaneth Ibarra*	08/31/2026	
							AL CASES OPENED FOR 7-6.203(I) - STORAGE OF GARBAGE RECEPT		3
7-6.203(J) - UNMAINTAINED FOUNTAINS/POOLS									
PROP-000740-2026	Property Maintenance	In Progress		NA	735 N Princeton Ave, Coalinga, CA 93210	07219120S	*Yaneth Ibarra*	08/19/2026	
							L CASES OPENED FOR 7-6.203(J) - UNMAINTAINED FOUNTAINS/POO		1
9-4.408(A)(1-5)									
PROP-000728-2026	Property Maintenance	Closed - Resolved		NA	434 W University Ave, Coalinga, CA 93210	07106507S	*Yaneth Ibarra*	08/04/2026	*09/02/2026*
PROP-000743-2026	Property Maintenance	Closed - Resolved		NA	115 Walker Ln, Coalinga, CA 93210	08333308S	*Yaneth Ibarra*	08/24/2026	*09/09/2026*
							TOTAL CASES OPENED FOR 9-4.408(A)(1-5):		2
9-4.505 - PROHIBITED SIGNAGE									
Sign-000027-2026	9-5.126(b)(4) (c)Garage /Yard Sale Signage	In Progress		NA	304 E Polk St, Coalinga, CA 93210	08311108	*Yaneth Ibarra*	08/28/2026	
							TOTAL CASES OPENED FOR 9-4.505 - PROHIBITED SIGNAGE:		1
9-4.509 (D) STANDARDS FOR SPECIFIC TYPES OF SIGNS									
Sign-000027-2026	9-5.126(b)(4) (c)Garage /Yard Sale Signage	In Progress		NA	304 E Polk St, Coalinga, CA 93210	08311108	*Yaneth Ibarra*	08/28/2026	
							L CASES OPENED FOR 9-4.509 (D) STANDARDS FOR SPECIFIC TYPE		1
SEC. 4-4.722.2. - RECREATIONAL VEHICLES									
PROP-000741-2026	Property Maintenance	In Progress		NA	335 E Walnut Ave, Coalinga, CA 93210	07116409S	*Yaneth Ibarra*	08/20/2026	
VEHI-2608-0065	Vehicle Codes	Closed - Resolved		NA	515 Pacific St, Coalinga, CA 93210	08327016S	*Yaneth Ibarra*	08/06/2026	*08/25/2026*
VEHI-2608-0066	Vehicle Codes	Closed - Resolved		NA	873 Chianti Cir, Coalinga, CA 93210	08339541S	*Yaneth Ibarra*	08/06/2026	*08/25/2026*
							AL CASES OPENED FOR SEC. 4-4.722.2. - RECREATIONAL VEHICLES:		3
SEC. 5-1.14. - ACT OF ABANDONMENT									

CODE CASES OPENED BY VIOLATION (08/01/2026 TO 08/31/2026)

Case #	Case Type	Case Status	Project	District	Main Address	Parcel	Assigned To	Opened Date	Closed Date
VEHI-2608-0068	Vehicle Codes	In Progress		NA	220 Boardagary Ln, Coalinga, CA 93210	08335034S	*Yaneth Ibarra*	08/24/2026	
							TOTAL CASES OPENED FOR SEC. 5-1.14. - ACT OF ABANDONMENT:		**1**
SEC. 9-4.203(A)(1) - MAXIMUM HEIGHT									
PROP-000739-2026	Property Maintenance	In Progress		NA	1677 Saltbrush Ave, Coalinga, CA 93210	08330101S	*Yaneth Ibarra*	08/13/2026	
							TOTAL CASES OPENED FOR SEC. 9-4.203(A)(1) - MAXIMUM HEIGHT:		**1**
							GRAND TOTAL OF CASES:		**38**

**Indicates an Emergency*

STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Public Hearing and Adoption of Resolution No. 4365 Under the Tax and Equity Financial Responsibility Act in Connection with the Proposed Issuance of Revenue Bonds by the California Municipal Fianace Authority to Finance or Refinance the Acquisition, Rehabilitation, Improvement and Equipping of Westwood I Apartments
Meeting Date:	Thursday, September 17, 2026
From:	Sean Brewer, City Manager
Prepared by:	Jesse Barron, Assistant City Manager

I. RECOMMENDATION:

Conduct a public hearing under the Tax and Equity Fiscal Responsibility Act ("TEFRA") on September 17, 2026 in connection with the proposed issuance of revenue bonds by the California Municipal Finance Authority (the "CMFA"), a joint exercise of powers authority and public entity of the State of California, in an amount not to exceed $30,000,000, (the "Bonds"), to: (1) finance or refinance the acquisition, rehabilitation, improvement and equipping of Westwood I Apartments, a multifamily rental housing project located at 301 West Polk Street, Coalinga, California; and (2) pay certain expenses incurred in connection with the issuance of the Bonds.

Adopt Resolution No. 4365 approving the financing of the Project by the CMFA.

II. BACKGROUND:

The Borrower requested that the CMFA serve as the municipal issuer of the Bonds in an aggregate principal amount not to exceed $30,000,000 (the "Bonds") of tax-exempt revenue bonds. The proceeds of the Bonds will be used to: (1) finance or refinance the acquisition, rehabilitation, improvement and equipping of Westwood I Apartments, a multifamily rental housing project located at 301 West Polk Street, Coalinga, California; and (2) pay certain expenses incurred in connection with the issuance of the Bonds.

In order for the Bonds to qualify as tax-exempt bonds, the City of Coalinga must conduct a public hearing (the "TEFRA Hearing") providing for the members of the community an opportunity to speak in favor of or against the use of tax-exempt bonds for the financing of the Project. Prior to such TEFRA Hearing, reasonable notice must be provided to the members of the community. Following the close of the TEFRA Hearing, an "applicable elected representative" of the governmental unit hosting the Project must provide its approval of the issuance of the Bonds for the financing of the Project.

CALIFORNIA MUNICIPAL FINANCE AUTHORITY:

The CMFA was created on January 1, 2004 pursuant to a joint exercise of powers agreement to promote economic, cultural and community development, through the financing of economic development and charitable activities throughout California. To date, over 350 municipalities have become members of CMFA.

The CMFA was formed to assist local governments, non-profit organizations and businesses with the issuance of taxable and tax-exempt bonds aimed at improving the standard of living in California. The CMFA's representatives and its Board of Directors have considerable experience in bond financings.

III. DISCUSSION:

The Bonds to be issued by the CMFA for the Project will be the sole responsibility of the Borrower, and the City will have no financial, legal, moral obligation, liability or responsibility for the Project or the repayment of the Bonds for the financing of the Project. All financing documents with respect to the issuance of the Bonds will contain clear disclaimers that the Bonds are not obligations of the City or the State of California but are to be paid for solely from funds provided by the Borrower.

The Board of Directors of the California Foundation for Stronger Communities, a California non-profit public benefit corporation (the "Foundation"), acts as the Board of Directors for the CMFA. Through its conduit issuance activities, the CMFA shares a portion of the issuance fees it receives with its member communities and donates a portion of these issuance fees to the Foundation for the support of local charities.

IV. ALTERNATIVES:

Do not hold the hearing and do not approve Resolution No.4365

V. FISCAL IMPACT:

It is expected that a portion of the issuance fee attributable to the City will be granted by the CMFA to the general fund of the City. Such grant may be used for any lawful purpose of the City.

ATTACHMENTS:

	File Name	Description
🗋	Resolution_No_4365_TEFRA.pdf	Resolution No. 4365

RESOLUTION NO. 4365

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COALINGA APPROVING THE ISSUANCE OF THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY EXEMPT FACILITY BONDS IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED $30,000,000 FOR THE PURPOSE OF FINANCING OR REFINANCING THE ACQUISITION, REHABILITATION, IMPROVEMENT AND EQUIPPING OF WESTWOOD I APARTMENTS AND CERTAIN OTHER MATTERS RELATING THERETO

WHEREAS, Westwood I Community Partners, LP (the "Borrower") a partnership of which Community Preservation Partners (the "Developer") or a related person to the Developer is the general partner, has requested that the California Municipal Finance Authority (the "Authority") adopt a plan of financing providing for the issuance of exempt facility bonds for a qualified residential rental project pursuant to Section 142(a)(7) of the Internal Revenue Code of 1986 (the "Code") in one or more series issued from time to time, including bonds issued to refund such exempt facility bonds in one or more series from time to time, and at no time to exceed $30,000,000 in aggregate principal amount (the "Bonds"), to finance or refinance the acquisition, rehabilitation, improvement and equipping of a multifamily rental housing project located at 301 West Polk Street, Coalinga, California (the "Project"); and

WHEREAS, pursuant to Section 147(f) of the Code, the issuance of the Bonds by the Authority must be approved by the City of Coalinga (the "City") because the Project is located within the territorial limits of the City; and

WHEREAS, the City Council of the City (the "City Council") is the elected legislative body of the City and is one of the "applicable elected representatives" required to approve the issuance of the Bonds under Section 147(f) of the Code; and

WHEREAS, the Authority has requested that the City Council approve the issuance of the Bonds by the Authority in order to satisfy the public approval requirement of Section 147(f) of the Code and the requirements of Section 4 of the Joint Exercise of Powers Agreement Relating to the California Municipal Finance Authority, dated as of January 1, 2004 (the "Agreement"), among certain local agencies, including the City; and

WHEREAS, pursuant to Section 147(f) of the Code, the City Council has, following notice duly given, held a public hearing regarding the issuance of the Bonds, and now desires to approve the issuance of the Bonds by the Authority;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Coalinga as follows:

Section 1. The foregoing resolutions are true and correct.

Section 2. The City Council hereby approves the issuance of the Bonds by the Authority. It is the purpose and intent of the City Council that this resolution constitute approval of the issuance of the Bonds by the Authority, for the purposes of (a) Section 147(f) of the Code by the applicable elected representative of the governmental unit having jurisdiction over the area in which the Project is located, in accordance with said Section 147(f) and (b) Section 4 of the Agreement.

Section 3. The issuance of the Bonds shall be subject to the approval of the Authority of all financing documents relating thereto to which the Authority is a party. The City shall have no responsibility or liability whatsoever with respect to the Bonds.

Section 4. The adoption of this Resolution shall not obligate the City or any department thereof to (i) provide any financing to acquire or construct the Project or any refinancing of the Project; (ii) approve any application or request for or take any other action in connection with any planning approval, permit or other action necessary for the acquisition, construction, rehabilitation, installation or operation of the Project; (iii) make any contribution or advance any funds whatsoever to the Authority; or (iv) take any further action with respect to the Authority or its membership therein.

Section 5. The officers of the City are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they deem necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this resolution and the financing transaction approved hereby.

Section 6. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Council of the City of Coalinga this 17th, day of September 2026.

AYES:

NOES:

ABSTAIN:

ABSENT:

APPOVED:

_____
Nathan Vosburg, Mayor

ATTEST:

_____
Shannon Jensen, City Clerk

STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Information Only: FY25/26 Transient Occupancy Tax Quarter Ending June 30, 2026
Meeting Date:	Thursday, September 17, 2026
From:	Sean Brewer, City Manager
Prepared by:	Mai Vang, Financial Services Director

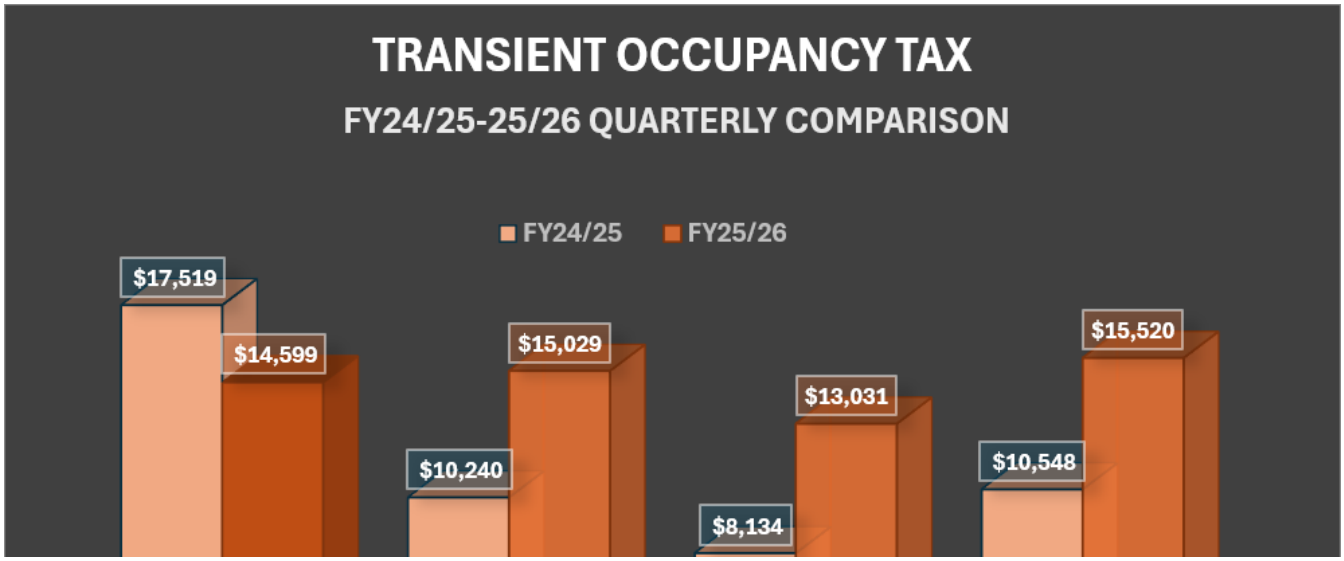
I. RECOMMENDATION:

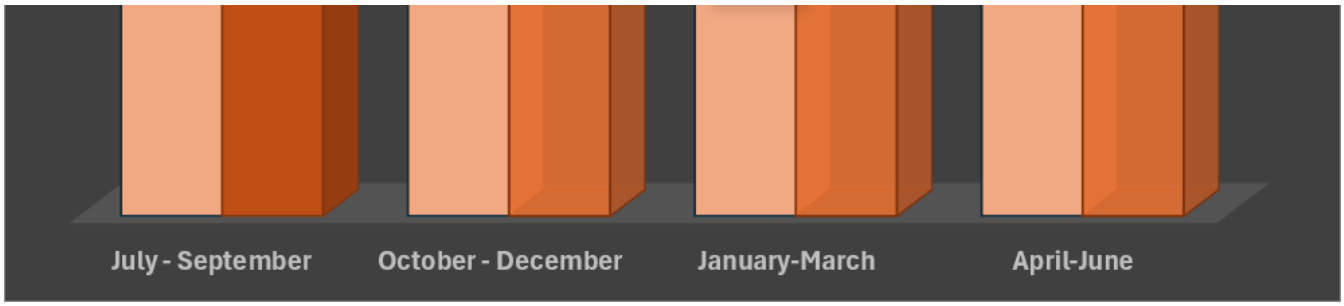
II. BACKGROUND:

III. DISCUSSION:

The unaudited FY25/26 total Transient Occupancy tax revenue received for June 30, 2026, was $58,179. This is 16% or $8,179 more than the anticipated total quarterly revenue of $50,000. Best Western plus made up 61% or $35,630 of the total revenue received.

FY25/26 Transient Occupancy Tax revenue increased by 20%, or $11,738, compared to FY24/25.





IV. ALTERNATIVES:

V. FISCAL IMPACT:

ATTACHMENTS:

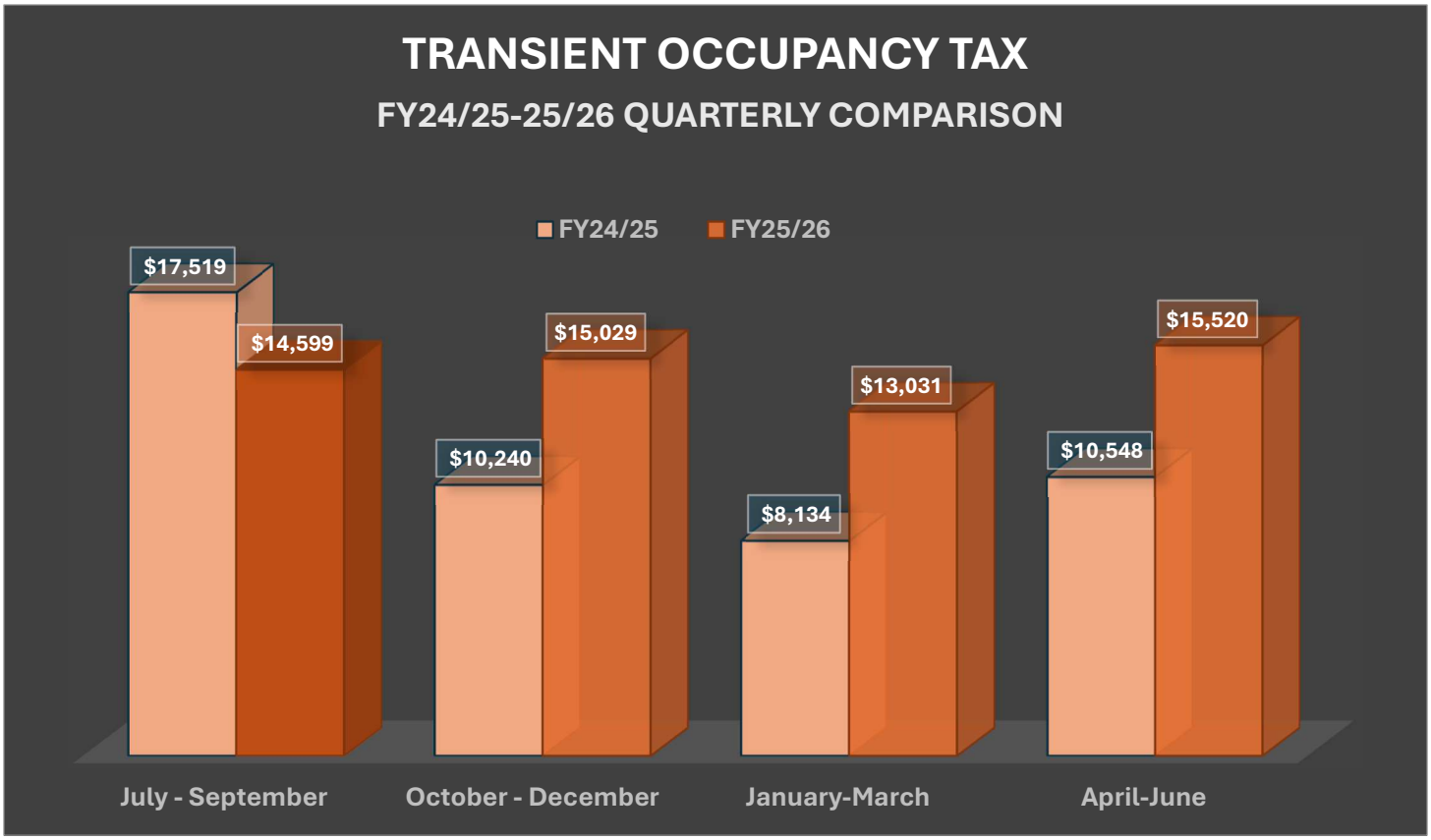
File Name	Description
FY_25-26_Transient_Occupancy_Tax_(TOT)_Revenue_2026-Q2.pdf	2026Q2 FY2526 TOT

CITY OF COALINGA
The Sunny Side of the Valley

Transient Occupancy Tax

Fiscal Year 2025-2026

Hotel/Motel Name	Jul-Sep 2025-Q3	Oct-Dec 2025-Q4	Jan-Mar 2026-Q1	Apr-June 2026-Q2	Total
Best Western Plus	10,749	8,563	7,742	8,576	**35,630**
Cambridge Inn	468	182	94	152	**895**
Coalinga Motel	-	4,412	3,289	-	**7,701**
Laura Lodge	-	-	152	5,241	**5,393**
Royal Lodge	2,843	1,343	807	1,111	**6,104**
Travel Inn	540	530	946	441	**2,456**
Total	**14,599**	**15,029**	**13,031**	**15,520**	**58,179**
Total Revenue Budgeted	**12,500**	**12,500**	**12,500**	**12,500**	**50,000**



STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Information Only: FY25/26 Measure J Revenue Quarter Ending June 30, 2026
Meeting Date:	Thursday, September 17, 2026
From:	Sean Brewer, City Manager
Prepared by:	Mai Vang, Financial Services Director

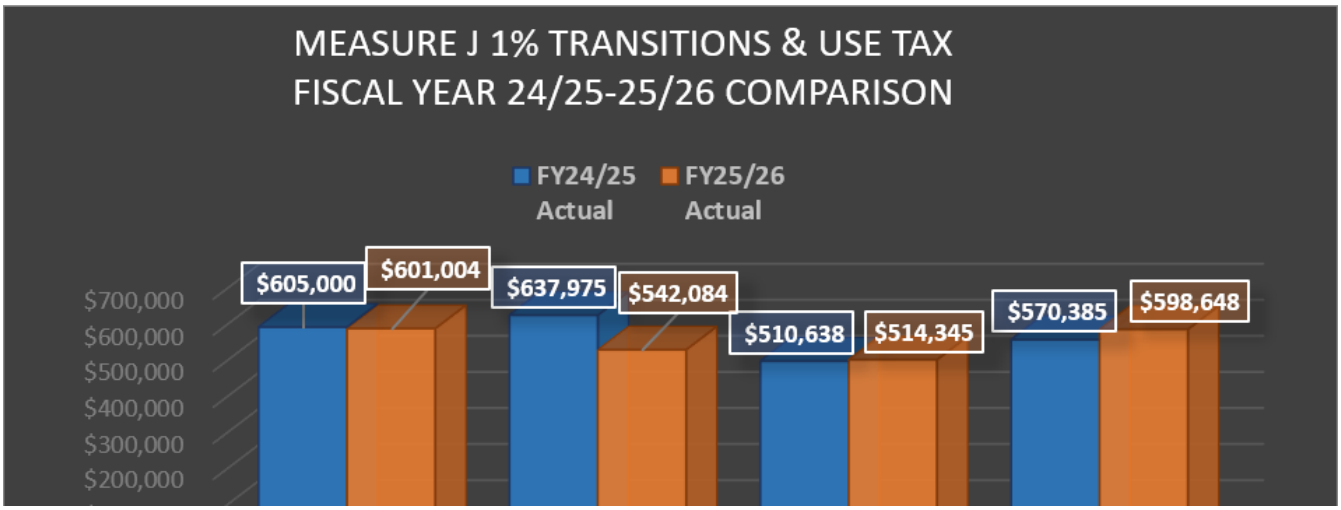
I. RECOMMENDATION:

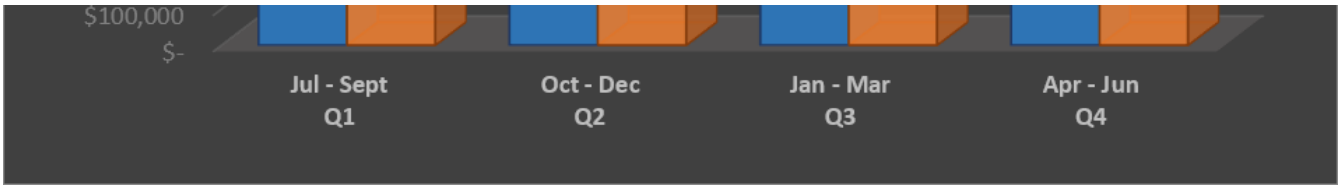
II. BACKGROUND:

III. DISCUSSION:

The unaudited FY25/26 Measure J revenue received on June 30, 2026, was $2,256,081. This is 13% or $225,081 more than the approved revenue budgeted of $2,031,000.

FY25/26 Measure J revenue of $2,256,081 decreased by 3%, or $67,918, compared to the revenue received in FY24/25 of $2,323,999.





IV. ALTERNATIVES:

V. FISCAL IMPACT:

ATTACHMENTS:

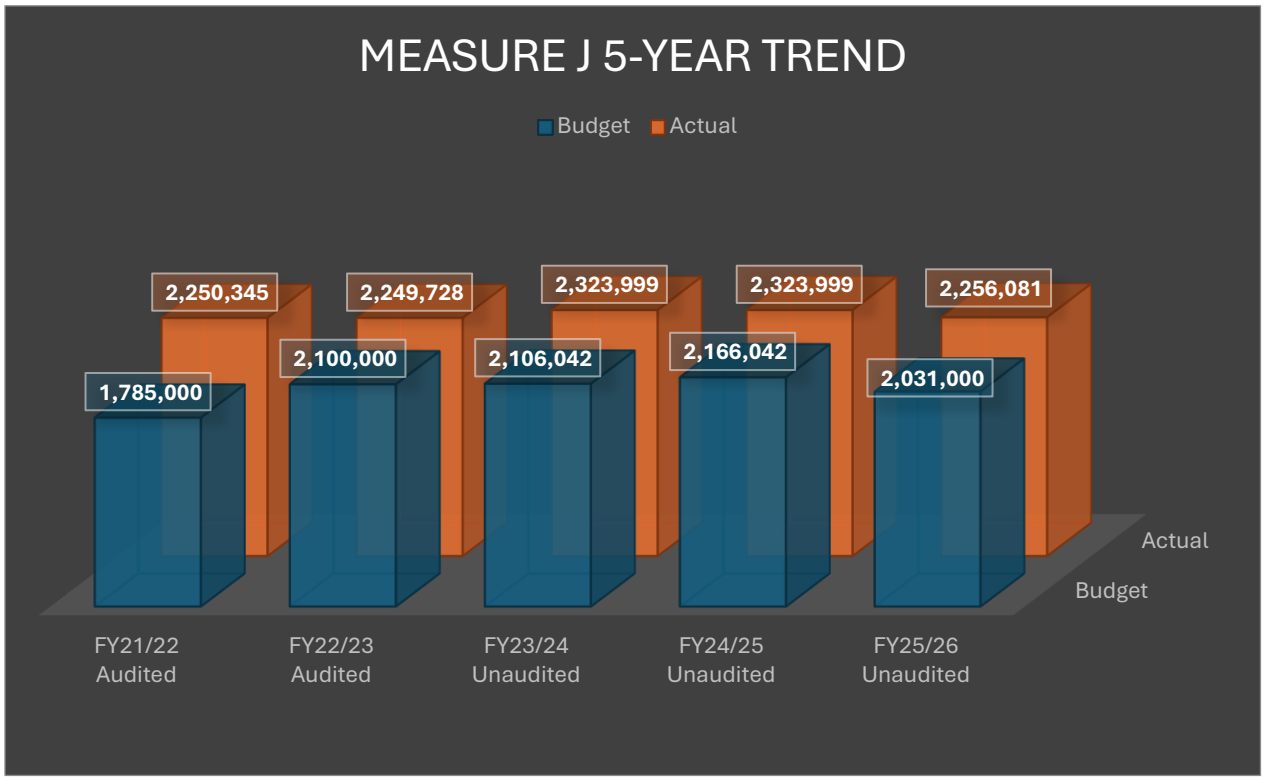
	File Name	Description
🗋	Quarter_End_June_2026.docx.pdf	FY25/26 MeasureJ

CITY OF COALINGA
The Sunny Side of the Valley

Measure J
1% Transitions & Use Tax
Fiscal Year 2025-2026

Reporting Period		Total
Jul-2025	$	157,211
Aug-2025	$	154,745
3rd Quarter True Up	$	289,048
Oct-2025	$	138,084
Nov-2025	$	141,725
4th Quarter True Up	$	262,276
Jan-2026	$	125,743
Feb-2026	$	131,688
1st Quarter True Up	$	256,913
Apr-2026	$	158,669
May-2026	$	179,935
2nd Quarter True Up	$	260,044
Total	$	2,256,081

Approved Revenue Budget	$	2,031,000
Anticipated Targeted Revenue	$	2,031,000
% of Revenue received over/(under) Targeted Revenue		13% Over
Amount of Revenue received over/(under) Targeted Revenue		225,081



STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject: Information Only: FY25/26 Budget Report Ending June 30, 2026
Meeting Date: Thursday, September 17, 2026
From: Sean Brewer, City Manager
Prepared by: Mai Vang, Financial Services Director

I. RECOMMENDATION:

II. BACKGROUND:

III. DISCUSSION:

Fund	Current FY25/26 Budgeted Revenue	Revenue Received at 6-30-26	% Received
Capital Projects Fund	71,100	19,742	28%
Debt service Fund	2,003,200	54,800	3%
Enterprise Fund	27,837,700	22,303,041	80%
General Fund	18,817,600	18,882,274	100%
Special Revenue Fund	12,860,400	7,054,617	55%
Trust Fund	661,900	548,532	83%
Grand Total	**62,251,900**	**48,863,005**	**78%**

Estimated Targeted % Revenue	100%
Total Estimated Targeted Revenue	$ 62,251,900

Fund	Current FY25/26 Budgeted Expense	Expenditure at 6-30-26	% Received
Capital Projects Fund	15,000	62,632	418%
Debt service Fund	1,386,800	2,375	0%
Enterprise Fund	30,749,750	22,227,780	72%
General Fund	24,282,750	20,737,024	85%
Special Revenue Fund	13,294,600	7,150,453	54%
Trust Fund	900,900	686,582	76%
Grand Total	**70,629,800**	**50,866,847**	**72%**

Estimated Expenditure	100%
Estimated Expenditure used Over/(under) at 06.30.26	$ 70,629,800

IV. ALTERNATIVES:

V. FISCAL IMPACT:

ATTACHMENTS:

File Name	Description
BudgetReport_June_2026.pdf	FY25/26 Budget Report

City of Coalinga

Budget Report
Group Summary
For Fiscal: 2025-2026 Period Ending: 06/30/2026

Fun...		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
100 - GENERAL FUND RESERVE FUND		-1471900.00	(1,450,500.00)	140.91	(1,514,334.60)	(63,834.60)	104.40%
	Total Revenues	**128,600.00**	**150,000.00**	**140.91**	**86,165.40**	**(63,834.60)**	**57.44%**
	Total Expenses	**1,600,500.00**	**1,600,500.00**	**0.00**	**1,600,500.00**	**0.00**	**100.00%**
101 - GENERAL FUND		-1884800.00	(2,129,449.75)	(818,937.16)	1,392,884.83	3,522,334.58	-65.41%
	Total Revenues	**14,376,600.00**	**14,841,700.00**	**1,119,707.26**	**15,425,356.03**	**583,656.03**	**103.93%**
	Total Expenses	**16,261,400.00**	**16,971,149.75**	**1,938,644.42**	**14,032,471.20**	**2,938,678.55**	**82.68%**
104 - SCHOLARSHIP FUND		1200.00	1,200.00	0.00	1,118.58	(81.42)	93.22%
	Total Revenues	**2,200.00**	**2,200.00**	**0.00**	**1,118.58**	**(1,081.42)**	**50.84%**
	Total Expenses	**1,000.00**	**1,000.00**	**0.00**	**0.00**	**1,000.00**	**0.00%**
105 - COPS GRANT FUND		-82800.00	(82,800.00)	(4,749.05)	90,711.93	173,511.93	-109.56%
	Total Revenues	**108,800.00**	**108,800.00**	**0.00**	**208,261.67**	**99,461.67**	**191.42%**
	Total Expenses	**191,600.00**	**191,600.00**	**4,749.05**	**117,549.74**	**74,050.26**	**61.35%**
106 - POLICE DEPT GRANTS		-5400.00	(6,000.00)	40,287.17	(118,643.56)	(112,643.56)	1,977.39%
	Total Revenues	**366,000.00**	**366,000.00**	**76,527.00**	**108,383.00**	**(257,617.00)**	**29.61%**
	Total Expenses	**371,400.00**	**372,000.00**	**36,239.83**	**227,026.56**	**144,973.44**	**61.03%**
107 - GAS TAX FUND		1900.00	(1,000.00)	(44,455.08)	(18,510.13)	(17,510.13)	1,851.01%
	Total Revenues	**509,700.00**	**509,700.00**	**48,594.81**	**461,395.76**	**(48,304.24)**	**90.52%**
	Total Expenses	**507,800.00**	**510,700.00**	**93,049.89**	**479,905.89**	**30,794.11**	**93.97%**
109 - TDA - ARTICLE 3 FUND		-30000.00	(30,000.00)	(40,000.00)	(7,727.75)	22,272.25	25.76%
	Total Revenues	**20,000.00**	**20,000.00**	**0.00**	**39,884.15**	**19,884.15**	**199.42%**
	Total Expenses	**50,000.00**	**50,000.00**	**40,000.00**	**47,611.90**	**2,388.10**	**95.22%**
110 - LTF - ARTICLE 8 FUND		665800.00	665,000.00	(42,703.95)	(375,890.78)	(1,040,890.78)	-56.52%
	Total Revenues	**971,800.00**	**971,800.00**	**0.00**	**865,660.45**	**(106,139.55)**	**89.08%**
	Total Expenses	**306,000.00**	**306,800.00**	**42,703.95**	**1,241,551.23**	**(934,751.23)**	**404.68%**
111 - SB1-ROAD REHAB MAINT ACCT FUND		-521800.00	(522,200.00)	41,698.75	(220,886.29)	301,313.71	42.30%
	Total Revenues	**478,200.00**	**478,200.00**	**41,698.75**	**415,261.90**	**(62,938.10)**	**86.84%**
	Total Expenses	**1,000,000.00**	**1,000,400.00**	**0.00**	**636,148.19**	**364,251.81**	**63.59%**
114 - HABITAT CONSERVATION FUND		-1400.00	(1,400.00)	0.00	(1,351.85)	48.15	96.56%
	Total Revenues	**3,600.00**	**3,600.00**	**0.00**	**1,749.23**	**(1,850.77)**	**48.59%**
	Total Expenses	**5,000.00**	**5,000.00**	**0.00**	**3,101.08**	**1,898.92**	**62.02%**
117 - IGT-INTERGOVERNMENTAL TRANSFER		-1873200.00	(1,885,200.00)	(238,047.60)	(1,733,300.61)	151,899.39	91.94%
	Total Revenues	**3,825,900.00**	**3,825,900.00**	**232,213.27**	**3,370,752.40**	**(455,147.60)**	**88.10%**
	Total Expenses	**5,699,100.00**	**5,711,100.00**	**470,260.87**	**5,104,053.01**	**607,046.99**	**89.37%**
125 - MEASURE C-STREET MAINTENANCE		-423400.00	(424,100.00)	(52,179.35)	172,413.18	596,513.18	-40.65%
	Total Revenues	**312,300.00**	**312,300.00**	**0.00**	**276,293.98**	**(36,006.02)**	**88.47%**
	Total Expenses	**735,700.00**	**736,400.00**	**52,179.35**	**103,880.80**	**632,519.20**	**14.11%**
126 - MEASURE C-ADA COMPLIANCE		-37900.00	(38,000.00)	0.00	(11,211.66)	26,788.34	29.50%
	Total Revenues	**11,100.00**	**11,100.00**	**0.00**	**9,162.09**	**(1,937.91)**	**82.54%**
	Total Expenses	**49,000.00**	**49,100.00**	**0.00**	**20,373.75**	**28,726.25**	**41.49%**
127 - MEASURE C-FLEXIBLE FUNDING		-503100.00	(503,600.00)	(23,281.22)	224,565.29	728,165.29	-44.59%
	Total Revenues	**381,000.00**	**381,000.00**	**0.00**	**301,931.31**	**(79,068.69)**	**79.25%**
	Total Expenses	**884,100.00**	**884,600.00**	**23,281.22**	**77,366.02**	**807,233.98**	**8.75%**
141 - PUBLIC BUILDING/FACILITIES IMPACT FEES		5300.00	5,300.00	(27,294.19)	(50,380.16)	(55,680.16)	-950.57%

Fun...		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
	Total Revenues	**10,300.00**	**10,300.00**	**0.00**	**2,452.20**	**(7,847.80)**	**23.81%**
	Total Expenses	**5,000.00**	**5,000.00**	**27,294.19**	**52,832.36**	**(47,832.36)**	**1,056.65%**
144 - STORM DRAINAGE & FLOOD CONTROL IMPACT FEES		21400.00	21,400.00	0.00	9,925.06	(11,474.94)	46.38%
	Total Revenues	**21,400.00**	**21,400.00**	**0.00**	**9,925.06**	**(11,474.94)**	**46.38%**
	Total Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
145 - STREETS & BRIDGES IMPACT FEES		25500.00	25,500.00	0.00	5,373.64	(20,126.36)	21.07%
	Total Revenues	**25,500.00**	**25,500.00**	**0.00**	**5,373.64**	**(20,126.36)**	**21.07%**
	Total Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
146 - PARK IMPACT FEES		3900.00	3,900.00	0.00	(7,809.35)	(11,709.35)	-200.24%
	Total Revenues	**13,900.00**	**13,900.00**	**0.00**	**1,990.65**	**(11,909.35)**	**14.32%**
	Total Expenses	**10,000.00**	**10,000.00**	**0.00**	**9,800.00**	**200.00**	**98.00%**
150 - COALINGA PUBLIC FINANCING AUTH		616400.00	616,400.00	0.00	52,424.64	(563,975.36)	8.50%
	Total Revenues	**2,003,200.00**	**2,003,200.00**	**0.00**	**54,799.64**	**(1,948,400.36)**	**2.74%**
	Total Expenses	**1,386,800.00**	**1,386,800.00**	**0.00**	**2,375.00**	**1,384,425.00**	**0.17%**
303 - CDBG PROGRAM FUND		0.00	0.00	53,946.12	27,873.11	27,873.11	0.00%
	Total Revenues	**0.00**	**0.00**	**60,793.74**	**92,304.99**	**92,304.99**	**0.00%**
	Total Expenses	**0.00**	**0.00**	**6,847.62**	**64,431.88**	**(64,431.88)**	**0.00%**
304 - HOME PROGRAM FUND		0.00	0.00	0.00	6,807.00	6,807.00	0.00%
	Total Revenues	**0.00**	**0.00**	**0.00**	**6,807.00**	**6,807.00**	**0.00%**
	Total Expenses	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
305 - CALTRANS GRANTS FUND		0.00	0.00	(131,542.21)	(210,648.83)	(210,648.83)	0.00%
	Total Revenues	**4,525,000.00**	**4,525,000.00**	**17,661.67**	**1,385,742.16**	**(3,139,257.84)**	**30.62%**
	Total Expenses	**4,525,000.00**	**4,525,000.00**	**149,203.88**	**1,596,390.99**	**2,928,609.01**	**35.28%**
306 - SPECIAL REVENUE GRANTS FUND		-40000.00	(40,000.00)	14,669.29	8,255.33	48,255.33	-20.64%
	Total Revenues	**99,000.00**	**99,000.00**	**25,000.00**	**50,879.60**	**(48,120.40)**	**51.39%**
	Total Expenses	**139,000.00**	**139,000.00**	**10,330.71**	**42,624.27**	**96,375.73**	**30.66%**
310 - AHSC PROGRAM		500000.00	500,000.00	2,782,126.31	332,709.66	(167,290.34)	66.54%
	Total Revenues	**5,000,000.00**	**5,000,000.00**	**2,789,887.56**	**2,789,887.56**	**(2,210,112.44)**	**55.80%**
	Total Expenses	**4,500,000.00**	**4,500,000.00**	**7,761.25**	**2,457,177.90**	**2,042,822.10**	**54.60%**
501 - WATER ENTERPRISE FUND		-755900.00	(1,561,569.75)	897,199.33	611,177.59	2,172,747.34	-39.14%
	Total Revenues	**18,397,500.00**	**18,397,500.00**	**2,076,027.33**	**13,595,462.87**	**(4,802,037.13)**	**73.90%**
	Total Expenses	**19,153,400.00**	**19,959,069.75**	**1,178,828.00**	**12,984,285.28**	**6,974,784.47**	**65.05%**
502 - GAS ENTERPRISE FUND		-609700.00	(619,497.15)	(310,038.33)	(341,003.46)	278,493.69	55.05%
	Total Revenues	**3,179,100.00**	**3,179,100.00**	**169,652.61**	**3,133,671.85**	**(45,428.15)**	**98.57%**
	Total Expenses	**3,788,800.00**	**3,798,597.15**	**479,690.94**	**3,474,675.31**	**323,921.84**	**91.47%**
503 - SEWER ENTEPRISE FUND		-733100.00	(739,983.35)	(109,776.18)	(192,635.93)	547,347.42	26.03%
	Total Revenues	**3,576,000.00**	**3,576,000.00**	**148,369.18**	**2,487,572.98**	**(1,088,427.02)**	**69.56%**
	Total Expenses	**4,309,100.00**	**4,315,983.35**	**258,145.36**	**2,680,208.91**	**1,635,774.44**	**62.10%**
504 - SANITATION ENTERPRISE FUND		9200.00	9,000.00	(713,856.52)	(2,277.47)	(11,277.47)	-25.31%
	Total Revenues	**2,685,100.00**	**2,685,100.00**	**261,015.51**	**3,086,333.26**	**401,233.26**	**114.94%**
	Total Expenses	**2,675,900.00**	**2,676,100.00**	**974,872.03**	**3,088,610.73**	**(412,510.73)**	**115.41%**
815 - LOW/MOD HOUSING ASSET FUND		49900.00	49,900.00	(20,764.97)	5,699.09	(44,200.91)	11.42%
	Total Revenues	**73,900.00**	**73,900.00**	**400.00**	**41,011.69**	**(32,888.31)**	**55.50%**
	Total Expenses	**24,000.00**	**24,000.00**	**21,164.97**	**35,312.60**	**(11,312.60)**	**147.14%**
820 - RORF-REDEV OBLIG RETIREMENT FUND (RDA)		-238000.00	(240,200.00)	450,164.55	(139,168.94)	101,031.06	57.94%

Fun...		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
	Total Revenues	**659,700.00**	**659,700.00**	**461,484.00**	**547,413.49**	**(112,286.51)**	**82.98%**
	Total Expenses	**897,700.00**	**899,900.00**	**11,319.45**	**686,582.43**	**213,317.57**	**76.30%**
	Report Surplus (Deficit):	**(7,311,900.00)**	**(8,377,900.00)**	**1,702,606.62**	**(2,003,842.44)**	**6,374,057.56**	**23.92%**

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - GENERAL FUND RESERVE FU	(1,471,900.00)	(1,450,500.00)	140.91	(1,514,334.60)	(63,834.60)
101 - GENERAL FUND	(1,884,800.00)	(2,129,449.75)	(818,937.16)	1,392,884.83	3,522,334.58
104 - SCHOLARSHIP FUND	1,200.00	1,200.00	0.00	1,118.58	(81.42)
105 - COPS GRANT FUND	(82,800.00)	(82,800.00)	(4,749.05)	90,711.93	173,511.93
106 - POLICE DEPT GRANTS	(5,400.00)	(6,000.00)	40,287.17	(118,643.56)	(112,643.56)
107 - GAS TAX FUND	1,900.00	(1,000.00)	(44,455.08)	(18,510.13)	(17,510.13)
109 - TDA - ARTICLE 3 FUND	(30,000.00)	(30,000.00)	(40,000.00)	(7,727.75)	22,272.25
110 - LTF - ARTICLE 8 FUND	665,800.00	665,000.00	(42,703.95)	(375,890.78)	(1,040,890.78)
111 - SB1-ROAD REHAB MAINT AC	(521,800.00)	(522,200.00)	41,698.75	(220,886.29)	301,313.71
114 - HABITAT CONSERVATION FU	(1,400.00)	(1,400.00)	0.00	(1,351.85)	48.15
117 - IGT-INTERGOVERNMENTAL T	(1,873,200.00)	(1,885,200.00)	(238,047.60)	(1,733,300.61)	151,899.39
125 - MEASURE C-STREET MAINTE	(423,400.00)	(424,100.00)	(52,179.35)	172,413.18	596,513.18
126 - MEASURE C-ADA COMPLIAN	(37,900.00)	(38,000.00)	0.00	(11,211.66)	26,788.34
127 - MEASURE C-FLEXIBLE FUNDI	(503,100.00)	(503,600.00)	(23,281.22)	224,565.29	728,165.29
141 - PUBLIC BUILDING/FACILITIES	5,300.00	5,300.00	(27,294.19)	(50,380.16)	(55,680.16)
144 - STORM DRAINAGE & FLOOD	21,400.00	21,400.00	0.00	9,925.06	(11,474.94)
145 - STREETS & BRIDGES IMPACT	25,500.00	25,500.00	0.00	5,373.64	(20,126.36)
146 - PARK IMPACT FEES	3,900.00	3,900.00	0.00	(7,809.35)	(11,709.35)
150 - COALINGA PUBLIC FINANCIN	616,400.00	616,400.00	0.00	52,424.64	(563,975.36)
303 - CDBG PROGRAM FUND	0.00	0.00	53,946.12	27,873.11	27,873.11
304 - HOME PROGRAM FUND	0.00	0.00	0.00	6,807.00	6,807.00
305 - CALTRANS GRANTS FUND	0.00	0.00	(131,542.21)	(210,648.83)	(210,648.83)
306 - SPECIAL REVENUE GRANTS F	(40,000.00)	(40,000.00)	14,669.29	8,255.33	48,255.33
310 - AHSC PROGRAM	500,000.00	500,000.00	2,782,126.31	332,709.66	(167,290.34)
501 - WATER ENTERPRISE FUND	(755,900.00)	(1,561,569.75)	897,199.33	611,177.59	2,172,747.34
502 - GAS ENTERPRISE FUND	(609,700.00)	(619,497.15)	(310,038.33)	(341,003.46)	278,493.69
503 - SEWER ENTEPRISE FUND	(733,100.00)	(739,983.35)	(109,776.18)	(192,635.93)	547,347.42
504 - SANITATION ENTERPRISE FU	9,200.00	9,000.00	(713,856.52)	(2,277.47)	(11,277.47)
815 - LOW/MOD HOUSING ASSET	49,900.00	49,900.00	(20,764.97)	5,699.09	(44,200.91)
820 - RORF-REDEV OBLIG RETIREM	(238,000.00)	(240,200.00)	450,164.55	(139,168.94)	101,031.06
Report Surplus (Deficit):	**(7,311,900.00)**	**(8,377,900.00)**	**1,702,606.62**	**(2,003,842.44)**	**6,374,057.56**

STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Information Only: FY25/26 Cannabis Revenue Ending June 30, 2026
Meeting Date:	Thursday, September 17, 2026
From:	Sean Brewer, City Manager
Prepared by:	Mai Vang, Financial Services Director

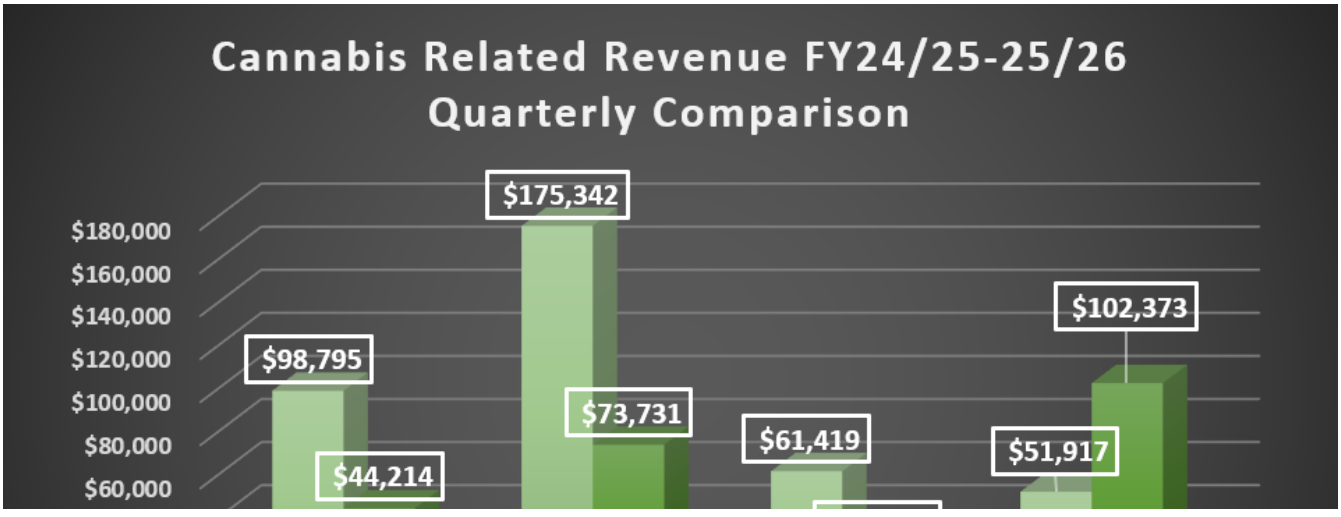
I. RECOMMENDATION:

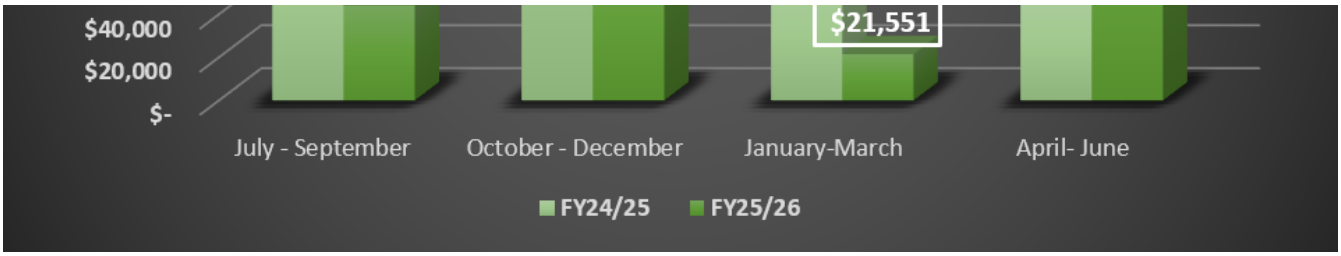
II. BACKGROUND:

III. DISCUSSION:

The FY25/26 total for Cannabis related revenue received on June 30, 2026 was $241,869 which is 97% of the total expected budgeted revenue of $250,000. The Cannabis Revenue Raising Fees make up 85% or $205,321 of the total Cannabis revenue received.

FY25/26 Cannabis revenue of $241,869 decreased by 38%, or $145,604, compared to the revenue received in FY24/25 of $387,473.





IV. ALTERNATIVES:

V. FISCAL IMPACT:

ATTACHMENTS:

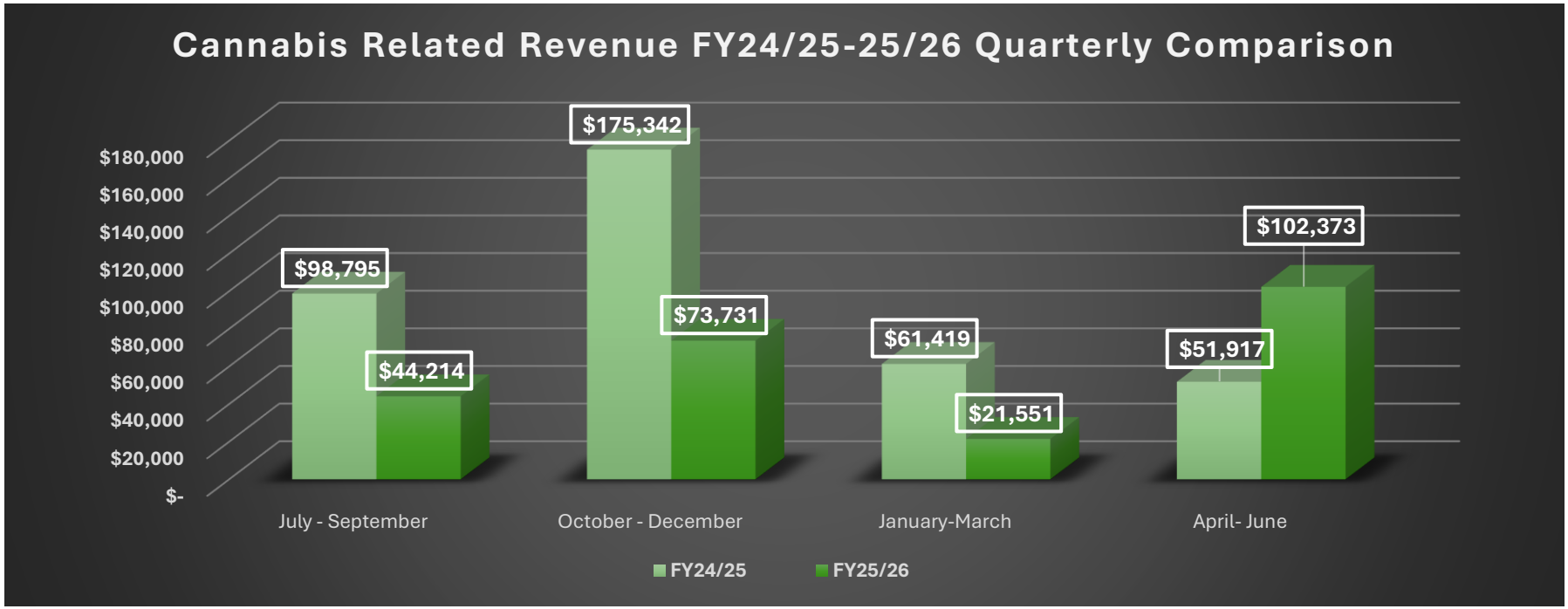
File Name	Description
Cannabis_Related_Rev_Quarter_End_June_2026.pdf	FY25/26 CannabisRev

CITY OF COALINGA
The Sunny Side of the Valley

Cannabis Related Revenue

Fiscal Year 2025-2026

GL Account	GL Name	*Budget*	Jul-Sep 2025 2025-Q3	Oct-Dec 2025 2025-Q4	Jan-Mar 2026 2026-Q1	Apr-Jun 2026 2026-Q2	Total	% Received
101-400-42170	Cannabis Application Fees	*$ 3,000*	$ 846	-	$ 8,285	$ 183	**$ 9,314**	**310%**
101-400-42180	Cannabis Regulatory Permit Renewal	*$ 2,000*	-	-	-	-	**-**	**0%**
101-400-42190	Cannabis Revenue Raising Fee	*$ 200,000*	$ 34,464	$ 73,731	$ 13,266	$ 83,860	**$ 205,321**	**103%**
101-400-42200	Cannabis Regulatory Licensing Fee	*$ 45,000*	$ 8,904	-	-	$ 18,330	**$ 27,234**	**61%**
	Total	***$ 250,000***	**$ 44,214**	**$ 73,731**	**$ 21,551**	**$102,373**	**$ 241,869**	**97%**



STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Informational Only: Sales Tax Update FY24/25 Compared to FY25/26
Meeting Date:	Thursday, September 17, 2026
From:	Sean Brewer, City Manager
Prepared by:	Mai Vang, Financial Services Director

I. RECOMMENDATION:

II. BACKGROUND:

III. DISCUSSION:

As per HDL Companies, the report attached reflects FY24/25 - FY25/26 Sales tax cash to actual receipts. Please note that their quarterly sales tax meeting will likely take place in November 2026. After this meeting, a full set of FY25/26 reports will be provided.

IV. ALTERNATIVES:

V. FISCAL IMPACT:

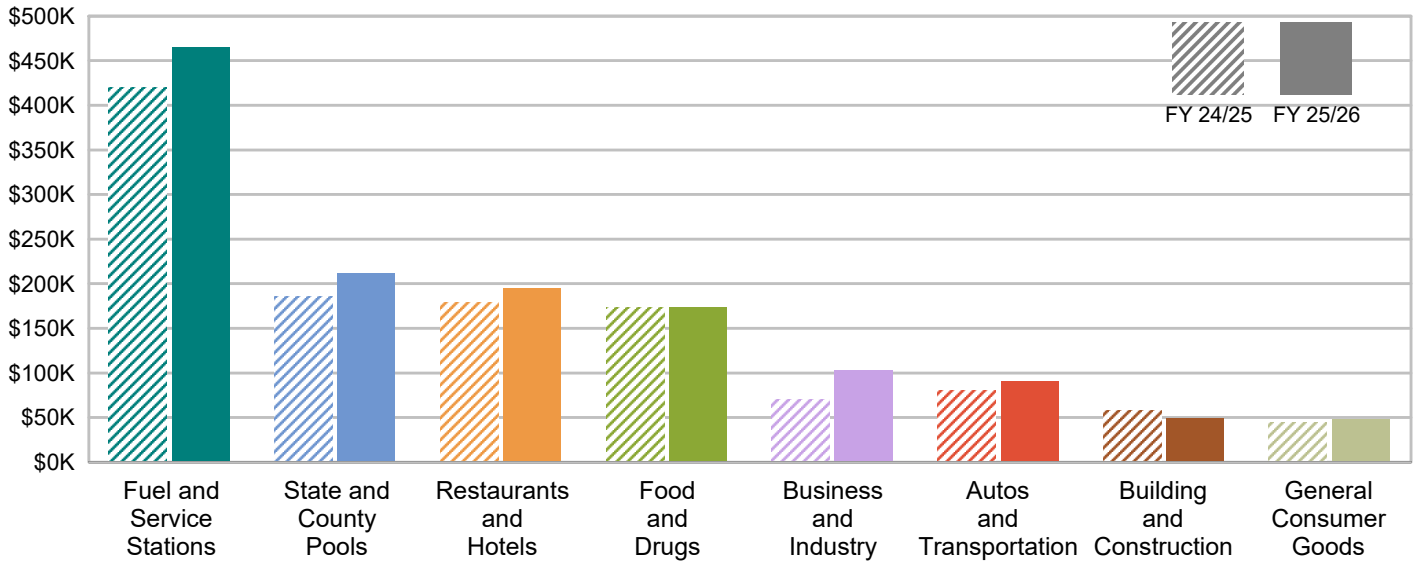
ATTACHMENTS:

File Name	Description
Coalinga_FY_25-26_Sales_Tax_(Cash-Actual_Receipts).pdf	SalexTaxFy24/25-25/26Comparison

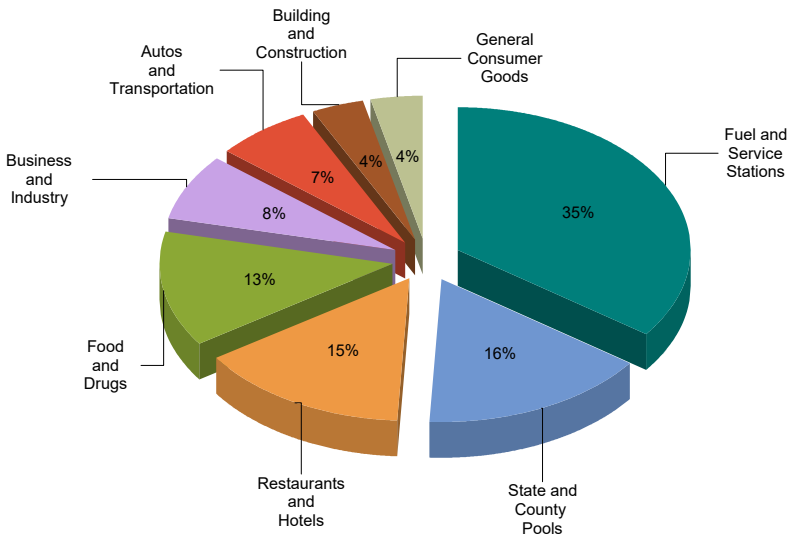
CITY OF COALINGA
MAJOR INDUSTRY GROUPS

Major Industry Group	Count	FY 25/26	FY 24/25	$ Change	% Change
Fuel and Service Stations	9	464,936	419,735	45,201	10.8%
State and County Pools	-	211,062	184,997	26,065	14.1%
Restaurants and Hotels	52	193,663	178,504	15,158	8.5%
Food and Drugs	13	172,888	172,578	310	0.2%
Business and Industry	87	101,806	69,440	32,366	46.6%
Autos and Transportation	27	89,428	79,120	10,308	13.0%
Building and Construction	9	47,410	56,943	(9,533)	-16.7%
General Consumer Goods	44	46,832	42,978	3,854	9.0%
Transfers & Unidentified	51	10,002	672	9,329	-N/A-
Total	292	1,338,027	1,204,969	133,058	11.0%

FY 24/25 Compared To FY 25/26



FY 25/26 Percent of Total



STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Adopt Resolution No. 4368 Amending the City's Conflict of Interest Code Regarding Designated Employees and Disclosure Categories as Required by the Political Reform Act and Approving the 2026 Local Agency Biennial Notice
Meeting Date:	Thursday, September 17, 2026
From:	Sean Brewer, City Manager
Prepared by:	Shannon Jensen, City Clerk

I. RECOMMENDATION:

City Manager recommends the City Council adopt Resolution No. 4368 amending the City's Conflict of Interest Code regarding designated employees and associated disclosure categories as required by the Political Reform Act and approve the the 2026 Local Agency Biennial Notice.

II. BACKGROUND:

A conflict of interest code tells public officials, government employees, and consultants ("designated employees") what financial interests they must disclose on their Statement of Economic Interest (Form 700). Financial interests include investments, business positions, income, loans, and gifts. The code requires different levels of disclosure ("disclosure categories") for the designated positions. An accurate disclosure is essential to monitor whether officials, employees, and consultants have conflicts of interest and is the basis or the transparency that California's Political Reform Act requires of public officials.

III. DISCUSSION:

The Political Reform Act requires every local government agency to adopt a conflict of interest code and review that code at least every two (2) years. Amendments are required to include new positions, revision of disclosure categories, revision to titles of existing positions, and deletion of titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.

No amendments are necessary since the City's last biennial notice in 2024.

IV. ALTERNATIVES:

None

V. FISCAL IMPACT:

None

ATTACHMENTS:

File Name	Description
RESO#4368_Amending_City_s_Conflict_of_Interest_Code_for_2026_091026_.docx	Resolution No. 4368

RESOLUTION NO. 4368

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COALINGA AMENDING ITS CONFLICT OF INTEREST CODE REGARDING DESIGNATED EMPLOYEES AND DISCLOUSRE CATEGOTIES

WHEREAS, California Code of Regulations, Sections 18730 et seq., contain the terms of a standard conflict of interest code adopted by the Fair Political Practices Commission (FPPC); and

WHEREAS, the FPPC amends the conflict of interest code term on a regular basis in accordance with the Political Reform Act (Government Code Sections 81000 et seq.); and

WHEREAS, on September 17, 1992, the City Council of the City of Coalinga adopted Resolution No. 2316 that incorporated, by reference, the terms of California Code of Regulations, Sections 18730 et seq., along with the designation of employees ("Exhibit A") and the formulation of disclosure categories ("Exhibit B"); and

WHEREAS, Government Code Section 87306 requires that a report be submitted to the City Council of the City of Coalinga identifying any changes in the conflict of interest code including, but not limited to, changes to designated employees and disclosure categories.

NOW, THEREFOR, BE IT RESOLVED by the City Council of the City of Coalinga as follows:

1. The conflict of interest code for the City of Coalinga is hereby amended regarding designated employees as set forth in **Exhibit A** (amendments are noted in italics).

2. All persons holding designed positions shall file statement of economic interests as required by law, including those designated positions listed in Government Code Section 87200.

The foregoing Resolution was introduced and adopted at regular meeting of the City Council of the Coalinga held on this **17th day of September 2026** by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

APPROVED:

_____
Nathan Vosburg, Mayor

APPROVED:

_____
Shannon Jensen, City Clerk

EXHIBIT A
DESIGNATED EMPLOYEES

Disclosure Category 1: **Board Responsibilities: Full Disclosure**

Assistant City Manager
City Clerk
Assistant to the City Manager / Deputy City Clerk
Police Chief
Fire Chief
Human Resources Director
Financial Services Director
Financial Services Supervisor
Senior Administrative Analyst

Disclosure Category 2: **City-Wide Purchasing Approval Responsibilities**

[None]

Disclosure Category 3: **Department / Division Purchasing Approval Responsibilities**

[None]

Disclosure Category 4: **Regulatory Power**

Building Official
Chief Plant Operator
Police Commander

Disclosure Category 5: **Decision-Making Authority Affecting Real Property**

Building Official

Disclosure Category 6: **Decision-Making Authority Affecting Claims and/or Insurance**

[None]

Disclosure Category 7: **Investment Responsibilities**

[None]

EXHIBIT B
DISCLOSURE CATEGORIES

Disclosure Category 1: Broad Responsibilities: Full Disclosure

Employees disclose all reportable interests, including investments, business positions, sources of income, loans, gifts, including travel payments, and real property as required by the FPPC guidelines. Additionally, the real property disclosure category is expanded to include property located within a two-mile radius of the City of Coalinga or any property owned or used by the City of Coalinga.

Disclosure Category 2: City-Wide Purchasing Approval Responsibilities

Employees disclose interests in investments, business positions, income, loans, and gifts from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by the City of Coalinga.

Disclosure Category 3: Department/Division Purchasing Approval Responsibilities

Employees disclose interests in investments, business positions, income, loans, and gifts from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by the designated employee's department or division.

Disclosure Category 4: Regulatory Power

Employees disclose interests in investments, business positions, income, loans, and gifts from any source that is subject to the regulatory, permit, or licensing authority of the designated employee's department or division.

Disclosure Category 5: Decision-Making Authority Affecting Real Property

Employees disclose interests in investments, business positions, income, loans, and gifts from sources that engage in land development, construction, or the acquisition or sale of real property. These designated employees must also disclose all interests in real property located within the City of Coalinga, as well as within a one mile radius of the City of Coalinga or any property owned or used by the City of Coalinga.

Category 6: Decision-Making Authority Affecting Claims and/or Insurance

Employees disclose interests in investments, business positions, income, loans, and gifts from: (a) persons or entities that provide services, supplies, materials, machinery, or equipment of the type utilized by the City of Coalinga; (b) business entities that manufacture, sell, supply, or promote personnel training materials or that offer personnel consulting services, and that do business, or expect to do business, within the City of Coalinga; (c) persons and entities that are engaged in the business of insurance; (d) financial institutions; (e) persons or entities who have filed a claim, or have a claim pending, against the City of Coalinga that is reviewed by the designated employee's department or division; (f) business entities that offer, sell, or service group medical insurance, group life insurance, group dental insurance, pension plans, or that make investments, or in any way manage funds related thereto, and that do business, or expect to do business, within the City of Coalinga.

Disclosure Category 7: Investment Responsibilities

Employees disclose interests in investments, business positions, income, loans, and gifts from financial institutions doing business with, or eligible to do business with, the City of Coalinga.

STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	City Council Authorize the City Manager to Advertise the attached Request for Proposals (RFP) for a Real Estate Brokerage and Advisory Services firm to Serve as the City's On Call Agent for Real Estate Transactions
Meeting Date:	Thursday, September 17, 2026
From:	Sean Brewer, City Manager
Prepared by:	Mercedes Garcia, Senior Administrative Analyst

I. RECOMMENDATION:

Staff recommends the City Council authorize the City Manager to advertise the attached Request for Proposals (RFP) for a Real Estate Brokerage and Advisory Services firm to Serve as the City's On Call Agent for Real Estate Transactions

II. BACKGROUND:

At the February 20, 2025, meeting, the Council reached a consensus to have staff extend the contract with Mid State Realty through December 2026.

At that time the City Council directed staff to issue an RFP approximately 90 days before the expiration of the contract. Staff will then bring the proposals received back to the Council for consideration before the end of the 2026 calendar year. The attached Request for Proposal was developed to seek a Real Estate firm On-Call Services.

III. DISCUSSION:

The attached RFP outlines the scope of work, required qualifications, and submission details for interested firms. The City will evaluate proposals based on experience, approach, cost-effectiveness, and demonstrated success in handling real estate transactions.

The recommended process includes:

- **Authorization to Advertise** – Upon Council approval, staff will release the RFP to solicit proposals for a designated 30 day period on its website.
- **Proposal Evaluation** – Staff will review submissions and conduct interviews as needed.
- **Selection & Contract Negotiation** – A final recommendation is expected to be presented to the City Council for approval at a future meeting in November 2026.

IV. ALTERNATIVES:

- Approve the request as recommended.
- Modify the scope of the RFP before advertisement.
- Decline to advertise the RFP and provide alternative direction to staff.

V. FISCAL IMPACT:

There is no anticipated fiscal impact from the action take on this item

ATTACHMENTS:

File Name	Description
City_of_Coalinga_RFP_-_Real_Estate_Brokerage_Services090926.docx	City of Coalinga RFP-Real Estate Brokerage and Advisory Services

CITY OF COALINGA

The Sunny Side of the Valley

REQUEST FOR PROPOSALS

FOR

REAL ESTATE BROKERAGE

AND ADVISORY SERVICES

Prepared By:

Sean Brewer, City Manager
City of Coalinga
155 W. Durian
Coalinga CA 93210

Deadline for Submissions: **October 21, 2026, at 5:00 p.m.**

REQUEST FOR PROPOSALS

INTRODUCTION AND PURPOSE:

The City of Coalinga ("City") is requesting proposals from qualified, licensed real estate brokers and real estate firms to provide professional real estate brokerage and advisory services for City-related real property transactions. The selected firm will serve as an on-call resource to assist the City with the sale, acquisition, leasing, marketing, and evaluation of real property as needs arise.

The City anticipates entering into an agreement for an initial term of two (2) years, with the option to extend the agreement upon mutual agreement of the parties. Selection does not guarantee any minimum number or dollar amount of transactions.

BACKGROUND AND SETTING:

The City owns and periodically acquires, sells, or leases real property in support of municipal operations, economic development, housing, infrastructure, and other public purposes. Properties may include residential, commercial, industrial, vacant land, and other real estate. The City is seeking a qualified firm that can provide responsive real estate expertise and practical knowledge of the Coalinga and regional market.

SCOPE OF SERVICES:

The selected firm may be requested to provide services including, but not limited to, the following:

- Assist with the sale and marketing of City-owned residential, commercial, industrial, vacant, and other real property.
- Assist with identifying and acquiring real property for municipal, economic development, housing, infrastructure, or other City purposes.
- Provide market analyses, comparable sales information, opinions regarding market conditions, and recommendations regarding listing or acquisition strategies.
- Develop marketing strategies and materials and list City properties through appropriate multiple listing services and other marketing platforms when authorized.
- Coordinate property showings, inquiries, offers, counteroffers, negotiations, and transaction-related activities.
- Assist City staff with property leasing, including marketing City-owned property for lease or identifying property for lease by the City.
- Coordinate with City staff, the City Attorney, title and escrow companies, appraisers, surveyors, environmental consultants, and other professionals involved in a transaction.
- Assist with due diligence and transaction coordination through closing.
- Provide other real estate brokerage or advisory services requested by the City and agreed upon by the parties.

All real estate transactions will remain subject to applicable law and any required authorization or approval by the Coalinga City Council. The selected broker or firm will not have authority to bind the City to any sale, purchase, lease, or other transaction.

NON-EXCLUSIVE RELATIONSHIP:

The City anticipates establishing a general on-call professional relationship with the selected firm. Unless specifically authorized in writing for an individual property or transaction, selection under this RFP shall not constitute an exclusive right to represent the City in all real estate matters. The City reserves the right to utilize other brokers, consultants, or professionals when determined to be in the City's best interest.

PROPOSALS:

At a minimum, proposals should include:

Cover Letter

- Firm name, address, telephone number, email address, and a brief introduction.

Primary Representative

- Identify the broker or agent who will serve as the City's primary point of contact and provide a brief description of qualifications and experience.

Licensing

- Provide applicable California real estate broker and/or salesperson license information.

Experience and Qualifications

- Describe relevant experience with commercial and industrial property, vacant land, residential property, acquisitions, leasing, and public agencies or governmental entities, if applicable.

Local Market Knowledge

- Describe familiarity with Coalinga and the surrounding regional real estate market.

Marketing Approach

- Briefly describe the firm's approach to marketing City-owned property and maximizing exposure to prospective buyers or tenants.

Proposed Compensation / Commission Structure

- Identify proposed commissions or fees for City property sales, City acquisitions, leasing transactions, and any other proposed charges. Identify how commissions would be handled when another broker represents the other party.

References

- Provide at least three (3) professional references for similar real estate services, preferably including public agency clients when available.

Conflicts of Interest

- Identify any existing or potential conflicts of interest that could affect the firm's representation of the City.

Additional Information

- Provide any other information demonstrating the firm's ability to effectively represent the City.

SUBMITTAL REQUIREMENTS:

One (1) electronic copy of the proposal must be received no later than **5:00 p.m. on October 21, 2026**. Late submittals will not be considered.

Proposals should be submitted to:

Sean Brewer, City Manager
sbrewer@coalinga.com
155 W. Durian Ave
Coalinga, CA 93210

EVALUATION:

Proposals will be evaluated based on:

- Relevant experience and demonstrated qualifications
- Knowledge of the Coalinga and regional real estate market
- Experience with the types of real property transactions anticipated by the City
- Proposed commission and fee structure
- Marketing capabilities and proposed approach
- References, availability, and responsiveness
- Overall best value to the City

The City reserves the right to select and/or reject any and all proposals submitted, waive minor irregularities, request clarification or additional information, and negotiate the final scope of services and compensation with the selected firm. The City is not required to select the proposal with the lowest proposed commission or fee.

SELECTION PROCESS:

Proposals Due: **October 21, 2026, by 5:00 p.m.**

Firm Selection / Interviews, if necessary: **October 27, 2026**

City Council Approval of Agreement, if required: **November 5, 2026**

AGREEMENT REQUIREMENTS:

Prior to providing services, the selected firm will be required to execute an agreement acceptable to the City and provide evidence of all required licenses and insurance. The selected firm will also be required to obtain or show proof of a valid City of Coalinga business license.

Individual property listings, representation agreements, commission arrangements, or other transaction-specific terms may require separate written authorization by the City. The City reserves the right to decline to proceed with any proposed transaction and to use other real estate professionals when determined appropriate.

QUESTIONS:

Please submit all questions in writing to Sean Brewer, City Manager, at sbrewer@coalinga.com.

STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Approval of At-Will Employment Agreement with Anthony Valdez for the Position of Human Resources Director
Meeting Date:	Thursday, September 17, 2026
From:	Sean Brewer, City Manager
Prepared by:	Sean Brewer, City Manager

I. RECOMMENDATION:

Staff recommends that the City Council approve the At-Will Employment Agreement between the City of Coalinga and Anthony Valdez for the position of Human Resources Director and authorize the City Manager to execute the Agreement.

II. BACKGROUND:

The City recently conducted a recruitment for the Human Resources Director position. Following the recruitment and selection process, Anthony Valdez was identified as the preferred candidate for the position.

The Human Resources Director is a department head position appointed by and serving at the pleasure of the City Manager. The proposed Employment Agreement establishes the terms and conditions of Mr. Valdez's employment with the City, with an anticipated effective date of October 5, 2026.

III. DISCUSSION:

The proposed Agreement establishes Mr. Valdez as an at-will employee serving under the direction and supervision of the City Manager. The Agreement provides for an annual base salary of **$120,275.07**, beginning at **Step B of the City's Department Head salary schedule**.

As part of the City's recruitment and employment negotiations, the Agreement also includes the following provisions:

- Vacation accrual of **139 hours annually**, or 5.38 hours per bi-weekly pay period;
- An initial bank of **60 hours of Administrative Leave** available upon employment;
- City payment of **100% of the employee's health insurance contribution** and **65% of dependent/family health insurance premiums**;
- Participation in the City's dental, vision, retirement, and other benefits applicable to Executive Management employees;
- Operational schedule flexibility, including any remote work arrangements, remaining at the discretion of the City Manager; and
- Written performance evaluations at six months, twelve months, and annually thereafter.

The Agreement further provides that Mr. Valdez's employment is at-will and may be terminated by the City Manager in accordance with the terms of the Agreement. No severance payment or continuation of salary or benefits following termination is guaranteed.

The proposed Agreement memorializes the negotiated employment terms and provides the City with the ability to recruit and retain a qualified professional to lead the City's Human Resources functions.

A copy of the contract will be added to this agenda item before the meeting scheduled for September 17th.

IV. ALTERNATIVES:

- Do not approve the bulleted deviations from regulator employment and provide direction to the City Manager.

V. FISCAL IMPACT:

The Agreement provides for an annual base salary of **$120,275.07**, plus applicable City-paid benefits and employer costs. Funding for the Human Resources Director position is included within the City's 2027 personnel budget. Additional costs associated with the negotiated benefit provisions will be absorbed within the applicable personnel and benefit accounts.

ATTACHMENTS:

File Name	Description
Coalinga_HR_Director_Employment_Agreement_-_Valdez.pdf	Coalinga HR Director Employment Agreement - Valdez

AT-WILL EMPLOYMENT AGREEMENT BETWEEN THE CITY OF COALINGA AND ANTHONY VALDEZ FOR POSITION OF HUMAN RESOURCES DIRECTOR

This At-Will Employment Agreement ("Agreement") is made and entered into as of October 5, 2026, by and between the City of Coalinga, a California municipal corporation ("City"), and Anthony Valdez ("Employee"), collectively referred to herein as the "Parties."

WITNESSETH

WHEREAS, the City Manager is empowered and authorized to appoint, supervise, and remove department heads and subordinate municipal officers; and

WHEREAS, the City, through its City Manager, desires to employ the professional services of Employee as a department director, specifically as the Human Resources Director for the City of Coalinga; and

WHEREAS, the City desires to establish certain conditions of employment, set specific benefits, and outline working conditions for Employee; and

WHEREAS, Employee desires to accept employment with the City of Coalinga as Human Resources Director under the terms, covenants, and conditions contained herein.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the Parties agree as follows:

SECTION 1. DUTIES AND RESPONSIBILITIES.

a. The City agrees to employ Anthony Valdez as the Human Resources Director of the City of Coalinga. Employee shall perform the duties and assume the responsibilities of said position as established in the job classification, and as directed from time to time by the City Manager.

b. Employee agrees to devote his full professional time, attention, skill, and effort to the performance of his duties for the City. The position of Human Resources Director is classified as exempt from overtime under the Fair Labor Standards Act (FLSA).

c. Employee shall maintain exclusive employment with the City and shall not engage in secondary outside employment or consulting without prior written approval from the City Manager.

SECTION 2. STATUS AND TERM.

The term of this Agreement shall commence on October 5, 2026 ("Effective Date") and shall continue until terminated by either party in accordance with Section 3 below.

SECTION 3. TERMINATION AND AT-WILL STATUS.

a. At-Will Employment: Employee serves at the pleasure of the City Manager as an "at-will" employee. Employee's employment may be terminated by the City Manager at any time, with or without cause, notice, or right of appeal, subject only to the provisions herein.

b. Termination by Employee: Employee may resign from employment at any time by delivering at least thirty (30) days' prior written notice to the City Manager, unless a shorter period is mutually agreed upon in writing.

c. Termination by City Without Cause: The City Manager may terminate Employee's employment without cause at any time upon thirty (30) days written notice. No severance pay, lump-sum payout, or continuation of salary/benefits past the effective date of termination shall be guaranteed under this Agreement.

d. Termination for Cause: The City Manager may immediately terminate Employee's employment for cause, without prior notice, for reasons including but not limited to: conviction of a felony or misdemeanor involving moral turpitude; willful misconduct or insubordination; material breach of this Agreement; violation of federal, state, or municipal laws or ethics policies; dishonesty; or failure to perform duties.

SECTION 4. COMPENSATION.

Employee shall receive a base annual salary of one hundred and twenty thousand, two-hundred seventy-five dollars ($120,275.07) beginning at Step B of the City’s Department Head salary schedule, payable in bi-weekly installments in accordance with the City's standard payroll practices. Employee's salary shall be subject to standard statutory withholdings and deductions.

SECTION 5. LEAVE AND BENEFIT PROVISIONS.

a. Vacation Leave Accrual: Upon hire, Employee shall accrue vacation leave at an accelerated rate of 139 hours per year (5.38 hours per bi-weekly pay period).

b. Administrative Leave: On the Effective Date, Employee shall be credited with an initial upfront balance of sixty (60) hours of Administrative Leave available for immediate use on day one without prior accrual.

c. Sick Hours: On the Effective Date, Employee shall be credited with an initial upfront balance of one hundred (100) hours of Sick Leave Hours available for immediate use on day one without prior accrual.

d. Health, Dental, and Vision Insurance: Employee shall be eligible to participate in the City's group health, dental, and vision insurance plans. The City shall cover 100% of Employee contribution for health benefits. Additionally, the City shall contribute sixty-five percent (65%) toward the cost of dependent/family health insurance premiums, with Employee paying the remaining thirty-five percent (35%) contribution through payroll deduction.

e. Work Schedule and Flexibility: Employee's work schedule requires on-site management and operational presence. Operational schedule flexibility or remote arrangements shall remain under the ongoing discretion and approval of the City Manager.

SECTION 6. RELATIONSHIP TO PERSONNEL RULES AND OVERRIDING AUTHORITY.

a. Conflict and Overriding Provisions: To the extent any specific term, condition, leave accrual, or benefit provided in this Agreement deviates from, conflicts with, or modifies the City of Coalinga Personnel Rules, Policies, and Procedures, the terms of this Agreement shall control, govern, and override the Personnel Rules.

b. General Incorporation of Benefits: Except as specifically modified or superseded by this Agreement, all other general employee benefits, leaves, working conditions, and administrative procedures set forth in the City of Coalinga Personnel Rules and Regulations applicable to Department Heads and Executive Management shall be afforded to Employee.

SECTION 7. RETIREMENT BENEFITS.

The City shall provide retirement benefits to Employee through the California Public Employees' Retirement System (CalPERS) in accordance with applicable state law (including PEPRA rules) and City policy for Executive Management employees. Employee shall pay the required employee member contribution as mandated by CalPERS and City policy.

SECTION 8. PERFORMANCE EVALUATIONS.

The City Manager shall evaluate Employee's job performance in writing upon completion of six (6) months of service, twelve (12) months of service, and annually thereafter, utilizing criteria established by the City Manager.

SECTION 9. INDEMNIFICATION.

The City shall defend and indemnify Employee against tort, professional liability, or administrative claims arising out of any alleged act or omission occurring within the course and scope of Employee's duties as Human Resources Director, to the full extent required by California law (Government Code § 825 et seq.).

SECTION 10. GENERAL PROVISIONS.

a. Entire Agreement: This Agreement contains the entire understanding and agreement between the Parties with respect to Employee's employment and supersedes any prior oral or written agreements, negotiations, or representations.

b. Amendments: No modification or amendment of this Agreement shall be effective unless made in writing and executed by both Parties.

c. Severability: If any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

d. Governing Law and Venue: This Agreement shall be governed by and construed in accordance with the laws of the State of California, with venue situated in Fresno County.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date first written above.

CITY OF COALINGA:

_____
Sean Brewer, City Manager
Date: _____

EMPLOYEE:

_____
Anthony Valdez
Date: _____

APPROVED AS TO FORM:

_____
Mario U. Zamora, City Attorney
Griswold, LaSalle, Cobb, Dowd & Gin, L.L.P.

ATTEST:

_____
Shannon Jensen, City Clerk

STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Authorize the City Manager to Execute a Professional Services Agreement with RAD Studios for Videography Services for the 2nd Annual Wings Over the Westside Airshow
Meeting Date:	Thursday, September 17, 2026
From:	Seam Brewer, City Manager
Prepared by:	Sean Brewer, City Manager

I. RECOMMENDATION:

Staff recommends that the City Council authorize the City Manager to execute a Professional Services Agreement with RAD Studios for videography and video production services for the 2nd Annual Wings Over the Westside Airshow in an amount not to exceed $6,000.

II. BACKGROUND:

The City of Coalinga will host the 2nd Annual Wings Over the Westside Airshow on October 3, 2026, at the Coalinga Municipal Airport. As part of the City's efforts to promote the event and professionally document the airshow, the City previously solicited qualifications for professional videography and video production services.

Following review of the RFQ submissions, staff selected RAD Studios to provide videography services for the 2026 event. RAD Studios is a local videography and photography company with experience producing promotional videos, commercials, social media content, and other professionally edited video projects.

III. DISCUSSION:

The proposed Professional Services Agreement provides for comprehensive video production services before, during, and following the airshow.

RAD Studios will provide the following services:

- **Practice Day Coverage – October 2:** Coverage of aircraft, performers, practice flights, event setup, and behind-the-scenes activities at the Coalinga Municipal Airport.
- **Friday Night Football Game – October 2:** Coverage of airshow-related promotional activities occurring during the local high school varsity football game.
- **Airshow Coverage – October 3:** Comprehensive coverage of aerial performances, static displays, opening ceremonies, car show, vendors, sponsors, community activities, crowds, interviews, and the overall event.
- **Post-Production:** Production of a professionally edited Wings Over the Westside event highlight video and delivery of usable raw footage to the City.

The video content will provide the City with professional material to showcase the event, promote future Wings Over the Westside Airshows, support community outreach, and assist with future marketing and sponsorship efforts.

IV. ALTERNATIVES:

- Do not approved the Airshow Videography Contract.

V. FISCAL IMPACT:

The Professional Services Agreement with RAD Studios is for a total amount not to exceed $6,000, inclusive of filming, equipment, personnel, travel, editing, and post-production services.

ATTACHMENTS:

File Name	Description
Airshow_videography_Services_-_RAD_Studios.docx	Agreement - Airshow Videography Services - RAD Studios

AGREEMENT FOR VIDEOGRAPHY SERVICES FOR THE 2026 WINGS OVER THE WESTSIDE AIRSHOW

This Agreement for Professional Services ("Agreement") is made and entered into this ____ day of August by and between the City of Coalinga, a Municipal Corporation ("City"), and RAD Studios ("Provider").

RECITALS

A. Provider represents to City that they are specially trained, experienced, licensed and competent to perform the services which will be required by this Agreement; and

B. Provider represents to City that they possess the skill, experience, ability, background, certification and knowledge to provide the services described in this Agreement on the terms and conditions described herein.

C. City desires to retain Provider to render the services as set forth in this Agreement, as Exhibit 1.

NOW THEREFORE, in consideration of the mutual covenants set forth herein for such other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the parties hereto agree as follows:

1. **Retention of Provider**. Subject to the terms and conditions set forth herein, City retains Provider to perform the services identified in this Agreement, as an independent contractor and Provider hereby accepts this independent contractor appointment.

2. **Scope of Services**. The Provider shall perform professional services, in accordance with all the provisions of this Agreement. The Scope of Work is attached hereto as Exhibit 1. Provider shall correct any and all errors and/or omissions, which arise out of Provider's negligence or intentional misconduct, in the performance of the Services and any documents resulting therefrom even though City has accepted said Services or documents. Provider shall make such corrections upon City's request and at no cost or expense to City.

3. **Time of Performance**. This agreement shall remain in effect until canceled by either party. Contract time of completion for individual projects will be agreed upon before assignment of each project to Provider. Services designated in the scope of work shall be completed on agreed date unless prior written approval for a time extension has been granted by the City Manager or his/her designee.

4. **Compensation**. Compensation to be paid to Provider per the Exhibit 1.

5. **Method of Payment**. Provider shall submit monthly billings to City describing the work performed during the preceding month. Provider's bills shall include a brief description of the Services performed and the date the Services were performed the number of hours spent and by whom, and a description of any reimbursable expenditures. City shall pay Provider no later than 30

days after the date of submittal of a complete invoice for completed tasks and approval of the invoice by City staff.

6. **Extra Work.** At any time during the term of this Agreement, City may request that Provider perform Extra Work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Services, but which the parties did not include in the Scope of Work. Extra work will be performed on an hourly basis under the Provider's most current hourly fee schedule. Provider shall not perform, nor be compensated for Extra Work without written authorization from City.

7. **Termination**. This Agreement may be terminated by the City immediately and without notice for cause or by City without cause upon ten (10) days' written notice of termination to Provider. Upon termination, Provider shall be entitled to compensation for Services performed up to the effective date of termination, unless this Agreement is terminated for cause, in which case, City may withhold compensation due Provider in order to reimburse City for any losses, damages or expenses caused by Provider's default under this Agreement.

8. **Equal Opportunity Employment**. Provider represents that it is an equal opportunity employer and it shall not discriminate against any sub provider, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Provider shall also comply with all relevant provisions of City's programs or guidelines currently in effect as identified and provided to Provider by City.

9. **Insurance Requirements**.

a. Provider, at Provider's own cost and expense, shall procure and maintain, for the duration of this Agreement, the following insurance policies.

i. Workers Compensation Coverage. As required by the State of California, with Statutory Limits, and Employer's Liability Insurance with a limit of no less than ONE MILLION AND NO/100 DOLLARS ($1,000,000) per accident for bodily injury or disease.

ii. General Liability Coverage. Insurance Services Office (ISO) Form CG 0001, including products and completed operations, with limits of no less than ONE MILLION AND NO/100 DOLLARS ($1,000,000) per occurrence for bodily injury, personal injury, and property damage. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be TWO MILLION AND NO/100 DOLLARS ($2,000,000), twice the required occurrence limit.

iii. Automobile Liability Coverage. ISO Form Number CA 0001 covering any auto (Code 1), with a limit no less than ONE MILLION AND NO/100 DOLLARS ($1,000,000) per accident for bodily injury and property damage.

iv. Professional Liability Coverage. Contractor will maintain Professional Liability coverage with limits no less than ONE MILLION AND NO/100 DOLLARS

($1,000,000) per occurrence or claim, and TWO MILLION AND NO/100 DOLLARS ($2,000,000) policy aggregate.

If Provider maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by Provider.

Provider's insurance policies shall be "occurrence" policies and not "claims-made" coverage except for Professional Liability Coverage.

Provider may maintain an Umbrella policy in conjunction with the insurance policies referenced above. In such case, Provider shall be deemed to have satisfied the insurance requirements of this contract as long as: (i) the coverage limits of the Umbrella policy and of the underlying liability policy(ies), when combined, satisfy each of the per occurrence and aggregate requirements identified in this subsection a.; and (ii) coverage under the Umbrella policy is as broad as and includes all incidents and events covered by the underlying insurance that it supplements.

Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require Provider to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. Alternatively, the City may require Provider to provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration, and defense expenses within the retention**.**

The policies are to contain, or be endorsed to contain, the following provisions:

i. The City and its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL and automobile liability policies with respect to liability arising out of work or operations performed by or on behalf of Provider including materials, parts, or equipment furnished in connection with such work or operations; products used by Provider; or automobiles owned, leased, hired or borrowed by Provider. General liability coverage can be provided in the form of an endorsement to Provider's insurance at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 if a later edition is used. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees or volunteers.

ii. For any claims related to this contract, Provider's insurance coverage shall be primary insurance as respects the City and its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City and/or its officers, officials, employees, or volunteers shall be in excess of Provider's insurance and shall be non-contributory.

iii. Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the City.

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII.

Provider shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Provider's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Provider hereby grants to City and its officers, officials, employees, and volunteers a waiver of any right to subrogation which any insurer of Provider may acquire against the City and/or its officers, officials, employees, and volunteers by virtue of the payment of any loss under such insurance. Provider agrees to obtain endorsements necessary to effect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

The City reserves the right to modify the insurance requirements contained in this contract, including, without limitation, coverage limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

10. **Indemnification**. To the fullest extent allowable by law, Provider agrees to indemnify, defend and hold harmless the City and its officials, officers, employees, agents and volunteers from and against all claims, demands, actions, injuries, liabilities, losses, costs or damages, direct or indirect, and any and all attorneys' fees and other expenses which City or its officials, officers, employees, agents or volunteers may sustain or incur as a consequence of or are in any way related to Provider's or its owners, directors, officers, managers, employees, agents and subcontractor's willful or negligent acts or omissions in the performance of the services and Providers responsibilities and obligations to be performed under this agreement or its failure to perform or comply with any of its obligations or responsibilities contained in this agreement; excluding, however, such liability, claims, losses, damages or expenses arising from City's sole or active negligence or willful acts. This duty to indemnify, defend, and hold harmless shall survive the termination of this agreement. If Provider maintains additional coverage or higher limits than those required herein, then City shall be entitled to additional coverage or higher limits maintained by Provider.

11. **Independent Contractor Status**. It is understood and agreed that Provider, in the performance of the Services to be performed pursuant to this Agreement, shall act as and be an independent contractor and shall not act as an agent or employee of City. Provider shall obtain no retirement benefits or other benefits which accrue to City's employees and Provider hereby expressly waives any claim it may have to any such rights. Nothing in this Agreement shall create or be construed as creating a partnership, joint venture or any other relationship between City and Provider.

12. **Provider's Books and Records**.

a. Provider shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to City for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to Provider under this Agreement.

b. Provider shall maintain all documents and records that demonstrate performance under this Agreement for a minimum period of three (3) years, or for any longer period required by law, from the date of termination or completion of this Agreement.

c. Any records or documents required to be maintained pursuant to this Agreement shall be made available for inspection or audit, at any time during regular business hours, upon written request by the City. Copies of such documents shall be provided to the City for inspection at the City offices.

d. Where City has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment or termination of Provider's business, City may, by written request, require that custody of the records be given to the City and that the records and documents be maintained in the City offices. Access to such records and documents shall be granted to any party authorized by Provider, Provider's representatives, or Provider's successor-in-interest.

13. **Professional Ability of Provider**. City has relied upon Provider's representations regarding its training and professional ability to perform the Services hereunder as a material inducement to enter into this Agreement. Provider shall therefore provide properly skilled personnel to perform all Services under this Agreement. The primary provider of the Services called for by this Agreement shall be [NAME] who shall not be replaced without the written consent of the City. All work performed by Provider under this Agreement shall be in accordance with the applicable professional standard of care and shall meet the local professional standard of quality ordinarily to be expected of competent persons in Provider's field of expertise working in Fresno County.

14. **Compliance with Laws**. Provider shall use the proper standard of care in performing the Services and shall comply with all applicable federal, state and local laws, codes, ordinances and regulations in effect at the time the Agreement is executed. In addition, if the request for proposal to provide professional services which are the subject of this Agreement cited any federal or state financial assistance involved in the project for which the Services are provided, the Provider shall perform all services in accordance with all applicable federal and state laws, rates and regulations in effect at the time the agreement is executed.

15. **Licenses**. Provider represents and warrants to City that it has all licenses, permits, qualifications, and insurance which are legally required of Provider to lawfully and competently perform the Services. Provider represents and warrants to City that Provider shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, and insurance which are legally required of Provider to lawfully and competently perform the Services. Provider shall maintain a City of Coalinga business license.

16. **Assignment and Subcontracting**. The parties recognize that a substantial inducement to City for entering into this Agreement is the reputation, experience and competence of Provider. Assignments of any or all rights, duties or obligations of the Provider under this Agreement will be permitted only with the express written consent of the City, which will not be unreasonably withheld. Provider shall not subcontract any portion of the Services to be performed under this Agreement without the express written consent of the City, which will not be unreasonably withheld. If City consents to such subcontract, Provider shall be fully responsible to City for all acts or omissions of the subcontractor. Nothing in this Agreement shall: (1) create any contractual relationship between

City and sub Provider; (ii) create any obligation on the part of the City to pay or to see to the payment of any monies due to any such subcontractor; (iii) or relieve Provider of any of its obligations and responsibilities under this Agreement.

17. **Attorneys' Fees**. If an action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees, costs and necessary disbursements in addition to any other reasonable relief to which he may be entitled. With respect to any suit, action or proceeding arising out of or related to this Agreement, or the documentation related hereto, the parties hereby submit to the jurisdiction and venue of the Superior Court for the County of Fresno, State of California for any proceeding arising hereunder.

18. **Sole and Only Agreement**. This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the matters set forth herein and contains all of the covenants and agreements between the parties regarding said matters. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, orally or in writing, have been made by any party or anyone acting on behalf of any party which are not embodied in this Agreement and no other agreement, statement or promise shall be valid or binding.

19. **Invalidity**. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.

20. **Amendment**. No change, amendment or modification of this Agreement shall be valid unless the same be in writing and signed by the parties hereto.

21. **Governing Law**. This Agreement shall be construed and governed pursuant to the laws of the State of California. Any action to enforce this Agreement is to be brought in Fresno County, California.

22. **Waiver**. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.

23. **Mediation**. The parties agree to make a good faith attempt to resolve any disputes arising out of this Agreement through mediation prior to commencing litigation. The parties shall mutually agree upon the mediator and shall divide the costs of mediation equally. If the parties are unable to agree upon a mediator, the dispute shall be submitted to JAMS/ENDISPUTE ("JAMS") or its successor in interest. JAMS shall provide the parties with the names of five qualified mediators. Each party shall have the option to strike two of the five mediators selected by JAMS and thereafter the mediator remaining shall hear the dispute. If the dispute remains unresolved after mediation, either party may commence litigation.

24. **Authority to Enter Agreement**. Provider has all requisite power and authority to conduct its business and to execute, deliver and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party.

25. **Notice**. Except as otherwise expressly provided herein, any notice, consent, authorization or other communication to be given hereunder shall be in writing and shall be deemed duly given and received when delivered personally, when transmitted by facsimile or e-mail if receipt is acknowledged by the addressee, one business day after being deposited for next-day delivery with a nationally recognized overnight delivery service, or three business days after being mailed by first class mail, charges and postage prepaid, property addressed to the party to receive such notice at the last address furnished for such purpose by the party to whom notice is directed and addressed as follows:

CITY:	**PROVIDER:**
City of Coalinga 155 West Durian Coalinga, California 93210	Ryan Arguello, RAD Studios 3047 Carmele Court Coalinga, CA 93210

IN WITNESS WHEREOF, the parties have executed this Agreement effective on the day and in the year first set forth above.

CITY OF COALINGA, a Municipal Corporation

By:_____
Sean Brewer, City Manager

PROVIDER

By:_____
Ryan Arguello, Owner

ATTEST:

_____
Shannon Jenson, Clerk

Exhibit 1
Scope of Work

RAD Studios ("Consultant") shall provide professional videography and video production services for the City of Coalinga's 2026 Wings Over the Westside Airshow for a total not-to-exceed amount of **$6,000**.

Scope of Services

1. Practice Day Coverage – October 2, 2026
Provide video coverage of airshow practice and preparation activities at the Coalinga Municipal Airport, including aircraft, performers, practice flights, event setup, and behind-the-scenes footage.

2. Friday Night Football Game – October 2, 2026
Provide video coverage of airshow-related activities occurring during the local high school varsity football game, including performer or aircraft appearances, event promotion, crowd interaction, and other activities associated with promoting the following day's airshow.

3. Airshow Coverage – October 3, 2026
Provide comprehensive video coverage of the Wings Over the Westside Airshow, including aerial performances, static aircraft displays, opening ceremonies, car show, vendors, sponsors, community activities, crowds, interviews, and general event atmosphere. Drone footage shall be provided where authorized and operationally appropriate.

6. Post-Production and Deliverables
Following the event, Consultant shall professionally edit the footage and provide:

- A final Wings Over the Westside event highlight video.
- All usable raw video footage captured during the project.

Post-production shall include editing, color correction, audio balancing, licensed music, graphics, titles, and City/event branding.

Compensation

The total compensation for all services described above shall not exceed **$6,000** and shall include all filming, equipment, personnel, travel, editing, and post-production necessary to complete the work. Any additional services must receive prior written authorization from the City.

STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Adopt Resolution No. 4366 and Consideration of Approval of the Transfer of Appropriation No. 26-021 for a One Time Project of 2 Submersible Pumps for Sandalwood Lift Station from Fiscal Year 2025-2026
Meeting Date:	Thursday, September 17, 2026
From:	Sean Brewer, City Manager
Prepared by:	Jesse Barron, Assistant City Manager

I. RECOMMENDATION:

City Manager and Financial Services Director recommends City Council to:
1. Adopt Resolution No. 4366 – Amending the FY26/27 Operating and Capital Budget
2. Consideration of approval of the Transfer of Appropriations No. 76-002 in the amount of $93,209.00.

II. BACKGROUND:

The submersible pumps at the Sandalwood lift station were installed in 1992 and have a life expectancy of 10-20 years. The submersible pumps at the Sandalwood lift station have been rebuilt several times throughout the years, the last time as early as March 2024.

III. DISCUSSION:

The submersible pumps are crucial for operating and pumping all sewer from the Sandalwood neighborhood to the sewer plant. The pumps have outlasted their life expectancy of 10-20 years and we are currently operating in an emergency situation using rented pumps pumping in a bypass method.

Two New Submersible Pumps were a one-time project for FY 25/26. A budget adjustment was brought to city council and approved on 4/2/26, however, the product did not arrive until after July 1st causing the funds to come out of the FY 26/27 budget. No funds were allocated for FY 26/27. The cost of the pumps is $93,208.50, which was not budgeted this fiscal year. Staff is requesting a budget adjustment to cover the cost the cost of the pumps.

IV. ALTERNATIVES:

Not approve appropriation transfer.

V. FISCAL IMPACT:

This will impact the Wastewater Enterprise Fund-Fund Balance by reducing it by $93,209 to cover the additional cost. The budget for account 503-521-98040 will be amended from $408,000 to $502,009.

ATTACHMENTS:

File Name Description

RESO#4366_FY26-27_Budget_Adj_TOA#27-002-Submersible_Pumps_for_Sandalwood_Lift_Station_091726.pdf	Resolution No. 4366
Submersible_Pumps_for_Sandalwood_Lift_Station_Transfer_of_Appropriation_FY_26-27.pdf	Budget Adjustment

RESOLUTION NO. 4366

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COALINGA ADOPTING ITS RECOMMENDATION FOR REVISING THE FISCAL YEAR 2026 / 2027 OPERATING BUDGET

WHEREAS, the City is required by law to approve a budget prior to the beginning of each fiscal year, and finds it prudent to review the status of the budget throughout the fiscal year;' and

WHEREAS, the Financial Services Director and requesting City Department Heads have undertaken a thorough review of the request and account; and

WHEREAS, the City Council has received and considered the Staff recommendations and adjustment to the budget for Fiscal Year 2026-2027, commencing July 1, 2026, and ending June 30, 2027; and

WHEREAS, the purpose of the budget adjustment is to update the community on the financial condition of the City and recommend adjustments to the City's Budget that have been identified subsequent to budget adoption; and

WHEREAS, it is the intention of the City Council to adopt the Staff recommendations and said budget as modified and amended by the City Council of the City of Coalinga as the Financial Amended Budget for the fiscal year 2026-2027.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COALINGA AS FOLLOWS:

1. That the City Council of the City of Coalinga hereby approves and adopts the Staff recommendations with the following budget adjustment:

Account Number	Account Description	Current Budget	Increase	Decrease	Adjusted Budget
503-000-39500	General Fund-Fund Balance	$7,360,961		$93,209	$7,267,752
503-521-98040	Major Machinery & Equipment	$408,800	$93,209		$502,009
	Total		**$93,209**	**$93,209**	

2. From and after the adoption date of this resolution the serval amounts stated in the Final Annual Budget hereinafter referred to as adopted expenditures shall become and thereafter appropriated to the offices, departments, accounts, objects and purposes stated therein for the fiscal year to which said budget is to apply and said monies are hereby authorized to be expended for the purposes and objects specified in said budget.

3. All resolutions and parts of resolutions in conflict herewith, including, but not necessarily limited to, such resolutions or parts of resolutions relating to compensation, allowances or benefits as may be in conflict herewith, are hereby expressly repealed.

4. This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Coalinga at its regular meeting held on **September 17, 2026**, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

_____
Nathan Vosburg, Mayor

ATTEST:

_____
Shannon Jensen, City Clerk

Budget Adjustment Form

BA No. 27-002

To:	Financial Services Department	**Fiscal Year:**	FY26/27
From:	Public Works	**Date:**	8/27/2026
Contact Name:	Eric DeLeon	**Resolution No:**	4366

Type of Request: (Check one)

X Budget Appropriation Transfer ____ Receipt of Unanticipated Revenue

Project previously approved by City Council?

____ No X Yes. Provide Approval Date: 4/2/2026

ACTION

	Budget Line	Description	Amount
Transfer From	503-000-39500	Wastewater Enterprise-Fund Balance	93,209
		Total:	93,209

	Budget Line	Description	Amount
Transfer To	503-521-98040	Major Machinery & Equipment	93,209
		Total:	93,209

Totals in "Transfer FROM" and "Transfer TO" must match.

Justification of the Transfer (Required)

FY 25/26 one time project for the replacement of 2 submersible pumps for the Sandalwood Lift Station. The pumps did not arrive until FY 26/27, therefore an adjustment to the budget needs to be made in the amount of $93,209.00.

Approvals

Requested by:	**Reviewed & Approved by:**
Department Head Signature Date	Financial Serivces Department Date

APPROVED by the City Council of the City of Coalinga, State of California,

this _____ **day of** _____ **20** _____ **.**

ATTEST: _____

City Clerk

Approved by:

_____

City Manager Signature Date

STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Approval of West Coast Arborists, Inc. Proposal for Citywide On-Call Tree Maintenance Services and Authorization for the City Manager to Execute a Professional Services Agreement
Meeting Date:	Thursday, September 17, 2026
From:	Sean Brewer, City Manager
Prepared by:	Jesse Barron, Assistant City Manager

I. RECOMMENDATION:

It is recommended that the Coalinga City Council approve the proposal submitted by West Coast Arborists, Inc. for Citywide On-Call Tree Maintenance Services and authorize the City Manager to execute the City's standard Professional Services Agreement for a two-year term.

II. BACKGROUND:

On June 3rd, 2026 staff approved the City Engineer Task Order for Engineering Services to proceed with the preparation of a Request for Proposal for Citywide On-Call Tree Maintenance Services

III. DISCUSSION:

City Staff received and opened 1 proposal for this project on 9/01/2026, at 2:00pm. West Coast Arborists, Inc. was the only contractor to submit a proposal. The entire proposal is included. West Coast Arborists, Inc., has furnished the required proposal requirements. If the City Council decides to award the maintenance agreement to West Coast Arborists, Inc., and the "Notice to Proceed" is issued, the Contractor will have a maintenance service agreement of Two (2) years. The following is a tentative schedule:

Award of Contract: September 17, 2026
Start of Construction: As Needed
Completion of Construction: September 17, 2028

IV. ALTERNATIVES:

The alternative to this council action would be to reject all proposals. If all proposals are rejected, the City would have to re-advertise or cancel the project. Staff believes that re-advertising the proposal will not result in lower bids.

V. FISCAL IMPACT:

Total authorization request for this contract will vary as it is an on-call service however, the average annual budget will be $25,000 per year.

There will be no fiscal impact to the general fund; funds will be expended from the Measure C Flexible

spending account.

ATTACHMENTS:

File Name	Description
WCA_2026_Citywide_On-Call_Tree_Maintenance_Services.pdf	Proposal



Setting the Gold Standard
by partnering with over 400 communities

City of Coalinga

RFP 26-12-01

Citywide On-Call Tree Maintenance Services



West Coast Arborists, Inc.
WCAINC.COM • (800) 521–3714
LIC #366764 • DIR #1000000956

Table of Contents

COVER LETTER 3
PROPOSAL FORMS 4
INTRODUCTION 24
CLIENT REFERENCES 26
COMPANY PERSONNEL 29
SCOPE OF SERVICES 35
IMPLEMENTATION, QUALITY CONTROL & SAFETY 38
EQUIPMENT 45
TECHNOLOGY & INFORMATION MANAGEMENT 47
WILDLIFE, GREEN WASTE & COMMUNITY 51

September 01, 2026

City of Coalinga
Attn: Office of the City Clerk
4630 W Jennifer Ave, Suite 101
Fresno, CA 93722-6415

RE: RFP 26-12-01 Citywide On-Call Tree Maintenance Services
Due: Tuesday, September 01, 2026 at 2:00PM

To whom it may concern;

Thank you for allowing West Coast Arborists, Inc. (WCA) the opportunity to submit a proposal for tree maintenance services for the City of Coalinga. WCA is a family-owned and operated company employing over 1,200 full-time employees providing various tasks to achieve one goal: serving communities who care about trees. We have reviewed, understand, and agree to the terms and conditions described in this RFP. We also hereby acknowledge that we meet the minimum requirements and responded to each of these requirements to the best of our ability. Our proposal is valid for a period of 90 calendar days. We hereby acknowledge receipt of Addendum No. 1.

WCA's corporate values include listening to customers and employees to help improve services offered. By establishing clear goals and expectations for the organization, supporting its diverse teams, and exchanging frequent feedback from customers and employees, we are able to provide 'gold standard' tree care services. WCA's top management team has created a culture where employees become accountable for actions and results. Our Tree Care Industry Association (TCIA) company-wide accreditation is evidence of the commitment WCA has to our safety and training programs, customer satisfaction and our capacity to maintain industry standards.

WCA has a 54-year track record of working for more than 400 California and Arizona municipalities as well as other various agencies. Our company has been in business since 1972 and is licensed by the California State Contractors License Board under license #366764. We have held this license in good standing since 1978. The license specializes in Class C61 (Tree Service), Class C27 (Landscaping), Class C49 (Tree and Palm), and Class C31 (Traffic Control). We currently employ over 125 Certified Arborists and over 155 Certified Tree workers, as recognized by the International Society of Arboriculture. WCA is also registered with the Department of Industrial Relations (DIR) for Public Works projects, our registration number is 1000000956. Federal Tax ID# 95-3250682. DUNS# 08-6588050. All work will be performed in-house; no subcontractors will be used.

Our employees will operate from our Fresno Office located at 5424 N. Barcus Street, Fresno, CA 93722. For questions related to this proposal and who has the authority to negotiate/present please contact Victor Gonzalez, V.P. Business Development, at (714) 991-1900 or at vgonzalez@wcainc.com. Steve Hunt, Area Manager, will be assigned to this project should WCA be awarded a contract. He can be reached at (559) 351-6060 or shunt@wcainc.com. All information submitted with the proposal is true and correct.

Sincerely,

Patrick Mahoney, President

PROPOSAL FORM

RFP 26-12-01
Addendum #01

Submit this Form, completely filled out and signed, along with your completed Proposal, which must include the below listed items in the Request for Proposal.

Proposal must include the following items:

1. ☒ INTRODUCTION
2. ☒ LIST OF SUBCONTRACTORS
3. ☒ SPECIFIC RATE OF COMPENSATION
4. ☒ REFERENCES
5. ☒ CERTIFICATIONS
6. ☒ GUARANTEE
7. ☒ INSURANCE CERTIFICATION

The undersigned offers and agrees to perform all work, upon which the prices are quoted, at the price set on the Proposal Form, if this Proposal is accepted within forty-five (45) days of the submission due date. The undersigned certifies that all equipment, materials, and methods used in the performance of the tree maintenance, pruning, trimming, and related services shall meet or exceed all applicable federal, state, and local laws, regulations, industry standards, and project specifications. The undersigned further agrees that if approved, all tree maintenance and trimming services shall be performed by qualified personnel under the supervision of a contractor properly licensed and authorized by the State of California to perform the work specified in this Request for Proposals.

Proposer acknowledges receipt of the following Addenda: No. 1

WARNING: If an addendum or addenda have been issued by the administering agency and not noted above as being received by the Proposer, this proposal may be rejected.

PROPOSER'S INFORMATION

1. Proposing Firm West Coast Arborists, Inc.	2. Type of Business ☑ Corporation ☐ Jt. Venture ☐ Partnership ☐ Individual DBA _____
3. Business Address 5424 N. Barcus Street	4. Telephone Number (714) 991-1900
City / State / Zip Code Fresno CA 93722	5. Fax Number (714) 956-3745
6. E-mail Address vgonzalez@wcainc.com	8. Signature of Authorized Person
7. Name of Authorized Person Patrick Mahoney, President	

LIST OF SUBCONTRACTORS

The undersigned certifies that he/she has used the sub-bids of the following listed Subcontractors in making up his/her Proposal, and that the duly licensed Subcontractors listed will be used for the work for which they bid, subject to the approval of the City Engineer, and in accordance with the applicable provisions of these Specifications and Plans.

CLASSIFICATION	SUBCONTRACTOR	ADDRESS & TELEPHONE NO.	STATE LICENSE NO.
NO SUBCONTRACTORS TO BE USED.			

08/27/2026
Date

West Coast Arborists, Inc.
Proposer's Name

WEST COAST ARBORISTS, INC. – FEE SCHEDULE

City of Coalinga

RFP 26-12-01 - Citywide On-Call Tree Maintenance Services

Rate Schedule

Basic Hourly Rates

Employee Classification	Hourly Rate
Senior Tree Trimmer/Foreman	**$135.00**
Tree Trimmer	**$135.00**
Groundsperson	**$135.00**
Inventory Data Collector	**$135.00**
Plant Health Care Technician	**$135.00**
ISA Certified Arborist	**$175.00**
Registered Consulting Arborist	**$175.00**

These rates apply to standard business hours, Monday through Friday.

Detailed Rates

Description	Unit	Unit Cost
Tree Trimming/Pruning Services	**Per man hour**	**$135.00**

A typical tree pruning team typically comprises 3 to 5 workers, with a specific number depending on the nature and complexity of the task. Hourly rates for this service are contingent upon crew size and equipment needed. At the direction of the staff, WCA will perform various tree pruning services, including but not limited to crown raising, clearance pruning, crown clearance, palm pruning, palm skinning, and pruning for crown reduction.

Tree Removal Services	**Per man hour**	**$135.00**

A typical tree removal team typically comprises 5 to 6 workers, with a specific number depending on the nature and complexity of the task. Hourly rates for this service are contingent upon crew size and equipment needed. At the direction of staff, WCA will remove trees designated for removal.

Stump Removal Services	**Per man hour**	**$135.00**

A typical stump grinding team typically comprises 2 to 3 workers, with a specific number depending on the nature and complexity of the task. Hourly rates for this service are contingent upon crew size and equipment needed. At the direction of staff, WCA will grind stumps designated for removal.

Tree Planting Services **Per man hour** **$135.00**

A typical tree planting team typically comprises 2 to 3 workers, with a specific number depending on the nature and complexity of the task. Hourly rates for this service are contingent upon crew size and equipment needed. At the direction of staff, WCA will plant trees of various sizes at sites designated by the County. The cost of trees and materials will be the responsibility of the County. Rate excludes tree and materials.

Plant Health Care **Per man hour** **$135.00**

At the direction of staff, WCA can provide a variety of plant health care services, including, but not limited to, fertilization, soil injections, trunk injections, tree pest treatment, tree cabling, tree bracing, and/or tree staking. The cost of materials will be the cost plus 15%.

Kindly note that the composition of any crew can be adjusted according to the requirements of each project and/or the County's needs.

Specialty Equipment (excludes operator rate of $135/hour)

Some projects may require the use of specific equipment to conduct the work efficiently and safely. Hourly rates are listed below.

55-ft Aerial Tower	**Per hour**	**No fee**
95-ft Aerial Tower	**Per hour**	**$65.00**
Chipper Dump Truck	**Per hour**	**No fee**
Chipper	**Per hour**	**No fee**
Stump Grinder	**per hour**	**$25.00**
Crane up to 10 tons	**Per hour**	**$65.00**
Crane up to 20 tons	**Per hour**	**$165.00**
Crane up to 40 tons	**Per hour**	**$365.00**
Bobcat/ Loader	**Per hour**	**$65.00**
Rolloff Truck & Loader	**Per hour**	**$65.00**
Tub Grinder	**Per hour**	**$865.00**

Rates for the equipment above are based on all hours, Monday – Sunday.

Emergency Response Services **Per man hour** **$185.00**

WCA is available for emergency calls 24/7 and has a toll-free emergency telephone number. Customers can call 866-LIMB-DOWN (866-546-2369), and one of our Area Managers will respond. Should an emergency call-out occur during evening hours, weekends, and/or holidays, we can respond and begin work on-site between 120 and 240 minutes from when notification was given. Our emergency response team will do what is necessary to leave the tree site safe until the following workday. The rate *excludes* equipment. Four hour minimum.

Arborist Services **Per hour** **$175.00**

GPS Tree Inventory Services **Per tree site** **$5.00**

Disposal

Green waste disposal fee	**Per ton**	**$50.00**

• Hourly Rates

The hourly crew rates are very competitive and comparable to those of other agencies that recently conducted their request for proposals. County staff will approve and authorize all quotes before the commencement of work.

• Emergency Response time required

WCA, Inc.'s emergency response rates are only applied when call-outs require a response within 2 hours during evenings, weekends, or holidays. All requests outside this time frame are considered routine maintenance hours when contacted during regular business hours of 7:00 am to 4:00 pm, Monday through Friday. After regular work hours, a fixed hourly rate is applied.

• Equipment

WCA, Inc., owns all of its equipment to perform the services required by the County. It does not rent equipment or use subcontractors.

COOPERATIVE PURCHASE

It is intended that any other public agency (e.g., City, County, District, public authority, public agency, municipality, and other political subdivision or public corporation) shall have the option to participate in any award made as a result of this solicitation at the same prices. The Agency shall incur no financial responsibility in connection with any purchase by another public agency. The public agency shall accept sole responsibility for placing orders and making payments to the vendor.

REFERENCES

The Proposer shall provide below at least three (3) separate project references with similar services as specified herein for a previous five (5) year period from the issuance of this document.

Reference #1	
Client	City of Chowchilla
Contact Name Phone Number Email	Joe Roman, Deputy Director of Public Works (559) 665-8615 jroman@cityofchowchilla.org
Project Name	Municipal Tree Management & Maintenance Contract
Description and Year Completed	WCA performs tree maintenance and management services for the City of Chowchilla on an as-needed basis. Services include tree pruning, removals, planting, and emergeny tree-related work. Completed 2018

Reference #2	
Client	City of Madera
Contact Name Phone Number Email	Hector Sanchez, Parks Supervisor (559) 661-5485 hsanchez@cityofmadera.com
Project Name	Tree Management & Maintenance Services
Description and Year Completed	The City of Madera has been averaging a 3-5 year maintenance cycles for their lighting and landscape districts. The City has collaborated with the merchants in the downtown area to allow them to pay a fee to have more regular pruning performed in this high traffic areas. Set to complete 11/2026.

Reference #3	
Client	City of Visalia
Contact Name Phone Number Email	Alvin Dias, Park Manager (559) 713-4564 alvin.dias@visalia.city
Project Name	Annual Community Forest Maintenance
Description and Year Completed	WCA performs tree maintenance and management services for the City of Visalia. Throughout the years, we have continuously updated the City's tree inventory as work is completed. In addition to tree pruning and removals we also provide the City of Visalia with tree planting services and arborist services. Set to complete 02/2027

GUARANTEE

The undersigned guarantees to the Owner

That the construction and installation of work for:

Project: RFP 26-12-01 Citywide On-Call Tree Maintenance Services

Contract: N/A

Should any of the materials or equipment prove defective or should the work as a whole prove defective, due to faulty workmanship, material furnished or methods of installation, or should the work of any part thereof fail to operate properly as originally intended and in accordance with the Plans and Specifications, due to any of the above causes, all within twelve (12) months after the date on which the contract is accepted by the owner, the undersigned agrees to reimburse the Owner, upon demand, for its expense incurred in restoring said work to the condition contemplated in said project, including the cost of any such equipment or materials replaced and the cost of removing and replacing any other work necessary to make such replacement or repairs, or, upon demand by the owner, to replace any such material and to repair said work completely without cost to the owner, so that said work will function successfully as originally contemplated.

In the event the owner elects to have said work performed by the undersigned, the owner undersigned agrees that the repairs shall be furnished and installed within a reasonable time after the receipt of the demand from the Owner.

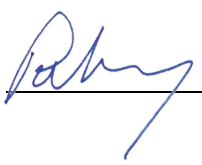
If the undersigned shall fail or refuse to comply with his obligations under this guaranty, the Owner shall be entitled to all costs and expenses, including attorney's fees, reasonably incurred by reason of said failure or refusal.

Contractor:

Business Name: West Coast Arborists, Inc.

Name: Patrick Mahoney

Title: President

Signature:  Date 08/27/2026

INSURANCE CERTIFICATION

(This certification shall be completed and submitted with this Proposal)

By signing below, I hereby certify that West Coast Arborists, Inc.
(Insert company name)

is currently insured by an insurance company that is an "Authorized" carrier by the Insurance Commissioner of the California State Department of Insurance to transact the business of insurance in the State of California and shall be written by insurers with a current A.M. Best Rating of "A-" or better, and a financial size of "VII" or greater. Said insurance will expire on 07/01/2027.

I further hereby certify that, as the signer of this Bid Proposal, I have read and understand the City's insurance requirements as described in the Section entitled "Certificate of Insurance" within these Specifications and that proof of insurance shall be required before the Public Works Services Contract is recommended for award. Such proof shall be provided on an ISO Accord 25(s) form and an endorsement naming the City of Coalinga as additionally insured is on the ISO CG 20 10 11 85 form or any other comparable endorsement, which does not further limit coverage, and which may be approved and accepted by the City.

Patrick Mahoney, President
(Print name)

Signature of Bidder: _____ 08/27/2026
(Signature) (Date)

NON-COLLUSION DECLARATION OF CONTRACTOR

State of California,

County of Orange, ss

_____, being first duly sworn, deposes and says that:

I am the (Owner, partner, officer, representative, or agent) President of West Coast Arborists, Inc.

_____ the party making the foregoing Bid:

The Bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The Bid is genuine and not collusive or sham. The Bidder has not directly or indirectly induced or solicited any other Bidder to put in a false or sham Bid. The Bidder has not directly or indirectly colluded, conspired, connived, or agreed with any Bidder or anyone else to put in a sham Bid, or to refrain from Bidding. The Bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Bid price of the Bidder or any other Bidder, or to fix any overhead, profit, or cost element of the Bid price, or of that of any other Bidder. All statements contained in the Bid are true. The Bidder has not, directly or indirectly, submitted his or her Bid price or any breakdown thereof, or the contents thereof or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham Bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a Bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the Bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 27th [date], at Anaheim [city], CA [state].

Signature: _____ Patrick Mahoney

President
Title

PUBLIC CONTRACT CODE

Public Contract Code Section 10162 Questionnaire

In conformance with Public Contract Code Section 10162, the Bidder shall complete, under penalty of perjury, the following questionnaire:

Has the bidder, any officer of the bidder, or any employee of the bidder who has a proprietary interest in the bidder, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of a violation of law or a safety regulation?

Yes _____ No __X__

If the answer is yes, explain the circumstances in the following space.

Public Contract Code Section 10232 Statement

In conformance with Public Contract Code Section 10232, the Contractor, hereby states under penalty of perjury, that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Contractor within the immediately preceding two-year period because of the Contractor's failure to comply with an order of a federal court which orders the Contractor to comply with an order of the National Labor Relations Board.

Note: The bidder must place a checkmark after "has" or "has not" in one of the blank spaces provided. The above Statement is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Statement. Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

Signature Patrick Mahoney, President

Public Contract Code Section 10285.1 Statement

In conformance with Public Contract Code Section 10285.1 (Chapter 376, Stats. 1985), the bidder hereby declares under penalty of perjury under the laws of the State of California that the bidder has ___ , has not ___ been convicted within the preceding three years of any offenses referred to in that section, including any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or Federal antitrust law in connection with the bidding upon, award of, or performance of, any public works contract, as defined in Public Contract Code Section 1101, with any public entity, as defined in Public Contract Code Section 1100, including the Regents of the University of California or the Trustees of the California State University. The term "bidder" is understood to include any partner, member, officer, director, responsible managing officer, or responsible managing employee thereof, as referred to in Section 10285.1.

Note: The bidder must place a checkmark after "has" or "has not" in one of the blank spaces provided. The above Statements and Questionnaire are part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Statement. Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.



Signature Patrick Mahoney, President

LABOR CERTIFICATION

[LABOR CODE SECTION 1861]

STATE OF CALIFORNIA)
) ss
COUNTY OF FRESNO)

I, the undersigned, do hereby certify:

That I am aware of the provision of Section 3700 of the Labor Code of the State of California, which requires that every employer to be insured against liability for Workers Compensation or to undertake self-insurance in accordance with the provisions of that section, and I will comply with such provision before commencing the performance of the work of this Contract.

Executed at

Anaheim, California

On 08/27/2026,

I certify under penalty of perjury that the foregoing is true and correct.

West Coast Arborists, Inc.

Contractor-Employer

DEBARMENT AND SUSPENSION CERTIFICATION

TITLE 49, CODE OF FEDERAL REGULATIONS, PART 29

The bidder, under penalty of perjury, certifies that, except as noted below, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, manager:

- is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any Federal agency;
- has not been suspended, debarred, voluntarily excluded or determined ineligible by any Federal agency within the past 3 years;
- does not have a proposed debarment pending; and
- has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

Exceptions will not necessarily result in denial of award but will be considered in determining bidder responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Notes: Providing false information may result in criminal prosecution or administrative sanctions. The above certification is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Certification.

Signature Patrick Mahoney, President

Not Applicable

LOBBYING CERTIFICATION

DISCLOSURE OF LOBBYING ACTIVITIES

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

1. Type of Federal Action: ☐ a. contract ☐ b. grant ☐ c. cooperative agreement ☐ d. loan ☐ e. loan guarantee ☐ f. loan insurance	**2. Status of Federal Action:** ☐ a. bid/offer/application ☐ b. initial award ☐ c. post-award	**3. Report Type:** ☐ a. initial filing ☐ b. material change **For Material Change Only**: Year _____ quarter _____ Date of last report _____

4. Name and Address of Reporting Entity: ☐ Prime ☐ Subawardee Tier _____, if known: **Congressional District,** if known**:**	**5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:** **Congressional District,** if known:
6. Federal Department/Agency:	**7. Federal Program Name/Description:** **CDFA Number,** if applicable: _____
8. Federal Action Number, if known:	**9. Award Amount,** if known:
10. **a. Name and Address of Lobbying Registrant** (If individual, last name, first name, MI):	**b. Individuals Performing Services** (including address if different from No. 10a) (Last name, first name, MI):
(attach Continuation Sheet(s) if necessary)	
11. Amount of Payment (check all that apply): **$** _____ ☐ actual ☐ planned	**13. Type of Payment (check all that apply):** ☐ a. retainer ☐ b. one-time fee ☐ c. commission

12. Form of Payment (check all that apply): ☐ a. cash ☐ b. in-kind; specify: nature _____ value _____	☐ d. contingent fee ☐ b. deferred ☐ f. other, specify _____
14. Brief Description of Services Performed or to be performed and Dates(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 11: (attach Continuation Sheet(s) if necessary)	
15. Continuation Sheet(s) attached: ☐ Yes ☒ No	
16. Information requested through this form is authorized by title 31 U.S.C. Section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.	Signature: _____ Print Name: Patrick Mahoney Title: President Telephone No.: (714) 991-1900 Date: 08/27/2026
Federal Use Only:	

4630 West Jennifer Avenue, Suite 101
Fresno, California 93722-6415
Tel: (559) 447-9075
Fax: (559) 447-9074
Email: Info@TriCityEngineering.com
www.TriCityEngineering.com

ADDENDUM NO. 01

CITY OF COALINGA
RFP for Citywide On-Call Tree Maintenance Services
Project No. RFP 26-12-01

RFP Due Date: 09/01/2026, 2:00 P.M.

8/26/2026
Issued By:

Erika Lansburgh, Project Manager
Tri City Engineering, Inc.

ADDENDUM NO. 01

Date: August 26, 2026

Project: **RFP for Citywide On-Call Tree Maintenance Services**

Project No.: **RFP 26-12-01**

Owner: **City of Coalinga**

NOTICE: TO ALL PRIME CONTRACTORS

This Addendum, which is issued for clarification and interpretation, forms a part of the Contract Documents and modifies the original RFP Documents dated August 4, 2026 only to the extent stated herein. Submit this addendum, signed by the bidder, as a part of the Bid Form.

PLEASE ACKNOWLEDGE THIS ADDENDUM BY SIGNING BELOW AND FAXING OR EMAILING THIS SHEET, PAGE A1-1 ONLY, TO (559) 447-9074 OR INFO@TRICITYENGINEERING.COM.

Company Name: West Coast Arborists, Inc.

By: Patrick Mahoney, President

Date: 08/28/2026

Acknowledge receipt of this Addendum in the space provided in the Proposal. Failure to do so may disqualify the Bidder.

This Addendum consists of a total of eight (8) pages, consisting of the following:

1. Addendum No. 01, dated August 26, 2026. Total of 4 pages.
2. Request for Proposals: Citywide On-Call Tree Maintenance Services. Total of 4 pages.

CHANGES TO THE REQUEST FOR PROPOSAL

1. APPENDIX A: SUBMITTAL REQUIREMENTS, PROPOSAL FORM, PAGE 15

a) **Stated "TOTAL COST OF PROPOSAL _____ DOLLARS AND _____ CENTS. ($_____)"**
b) **Removed the above-mentioned text.**
c) Replace the revised attached page 15, Proposal Form, into your Request for Proposals.

2. APPENDIX B: PROPOSAL EVALUATION, EVALUATION PROCESS, CATEGORY AND POINTS TABLE, PAGE 32

a) **Stated**

CATEGORY	POINTS
QUALIFICATIONS	35
EXPERIENCE	25
REFERENCES	15
COST	20
LOCAL PRESENCE	5
TOTAL	**100**

b) **Should be**

CATEGORY	POINTS
QUALIFICATIONS & EXPERIENCE	60
ORGANIZATION & APPROACH	20
LOCAL PRESENCE	5
REFERENCES	15
COMPLETENESS OF RESPONSE	PASS/FAIL
COST	PASS/FAIL
TOTAL	**100**

c) Replace the revised attached page 32, Evaluation Process, into your Request for Proposals and add page 33.
d) **Added sections "QUALIFICATIONS & EXPERIENCE (60 POINTS) , ORGANIZATION & APPROACH (20 POINTS) , REFERENCES (15 POINTS) , COMPLETENESS OF RESPONSE (PASS/FAIL) , COST (PASS/FAIL)**
e) Replace the revised attached page 32, Evaluation Process, into your Request for Proposals and add page 33.

3. **APPENDIX C: CITY OF COALINGA LIMITS MAP, PAGE 34**

a) **Stated page "33"**
b) **Should be "34"**
c) Replace the revised attached page 34, Appendix C: City of Coalinga Limits Map, into your Request for Proposals.

RESPONSE TO CONTRACTORS' QUESTIONS

1. **Who is the current contractor?**

a) There is currently no contractor under contract with the City for on-call tree maintenance services.

2. **What was the budget for the last fiscal year?**

a) This is the first year the city will be hiring an on-call consultant however, the average budget for tree maintenance has been $25,000 per year.

3. **What is the proposed budget for the new contract?**

a) No specific budget has been established for this contract. This is an on-call service contract, and proposers are requested to provide their proposed rates for the services identified in the RFP.

4. **Do you have tree inventory, and is it current?**

a) There is currently no tree inventory.

5. **Will a Tree Inventory shapefile be provided to the next contractor?**

a) No, the city does not have tree inventory shapefiles.

6. **Can you provide the current contractor pricing for the last fiscal year?**

   a) There was no previous contractor nor budget dedicated.

7. **Which area of the city were trimmed recently?**

   a) The areas that have been trimmed recently have varied depending on the specific circumstances and weather conditions at the time. Some trees near Merced Ave & Polk St, Forest Ave & Pacific Ave, El Rancho Blvd and Posa Chanet Blvd, and near Elm Ave & Van Ness St.

8. **Will there be a site provided for parking of vehicles & equipment and/or staging of materials?**

   a) The City will not provide a designated staging or parking area for Contractor vehicles, equipment, or materials. If a staging area is needed, the Contractor shall identify the proposed location and submit it to the City for approval prior to use. Given the nature and anticipated size of the maintenance projects, a dedicated staging area may not be necessary for all work.

9. **Which firm had the most previous contract for tree maintenance?**

   a) West Coast Arborist was the most recent contract hired by the City for a tree removal project.

10. **Can the bidders obtain copy of the most previous Agreement including price schedule?**

    a) The City does not currently have an agreement with a contractor for on-call tree maintenance services. Therefore, there is no existing agreement or price schedule available for reference.

11. **Can the City please provide a breakdown of all trees by size categories?**

    a) The City does not maintain a tree inventory or records identifying the quantity and size categories of trees within the City's service area. Bidders shall be responsible for conducting any necessary field assessments to determine existing tree conditions and quantities for purposes of preparing their proposals.

12. **Does the City perform Grid Pruning or Pruning by Species, or by Service Request?**

    a) The City typically performs tree maintenance by Service Request however, a citywide tree management plan is being prepared that may have a more precise plan available for future use.

13. **Is the Contractor required to collect a new GPS tree inventory as part of this contract?**

    a) The contractor is not required to collect any GPS tree inventory.

14. **Are park trees part of this contract?**

    a) Yes, trees within parks only owned by the City, which are Sandalwood Park at Sandalwood St & Juniper Ridge and Centennial Park at El Rancho Blvd and Posa Chanet Blvd.

15. **Are bidders allowed to include pricing for additional services that are not listed in the RFP?**

    a) Bidders may not include pricing for additional services not specifically identified in the RFP. Only rates for services regarding tree trimming may be included.

16. **What are the annual averages for trees pruned, removed, planted and emergency responses over the last 3 years?**

    a) Approximately, 30 to 40 trees.

17. **What is the anticipated budget for this project?**

    a) The average budget has been approximately $25,000 per year and can vary per the circumstance.

18. **What were expenditures for the last calendar or fiscal year?**

a) This answer is not available at this time.

19. How is work scheduled throughout the year?

a) As previously stated, it is typically by circumstance and requests but tree trimming is also typically scheduled in Fall and Spring.

20. Given that most work will take place on public-rights-of-way, will the City consider requiring a C-31 contractor's license for traffic control?

a) No, there should be minimal traffic control and should only be in the shoulders. If more traffic control is needed, the city should be able to assist.

21. Is the City interested in keeping the wood chips that are generated from tree maintenance operations to satisfy AB1383?

a) Yes, the city could keep the wood chips generated from on-call services.

22. The Sample Cost Proposal provided in the RFP seems to be more aligned with engineering/construction work. Can the City provide a bid sheet with tree related bid line items, such as grid pruning, tree and stump removal, tree planting, etc.?

a) This RFP will be based on qualifications and specific rate of compensation (indirect cost rate) as it is an on-call/as-needed contract. There will be no bid items and no lump sum proposal cost for this project.

23. How will the cost be evaluated? Will the lowest bidder receive the full 20 points?

a) The cost will not be ranked by indirect cost rates for personnel proposed to work for the city and direct cost items. Points have been distributed throughout the other categories.

COMPANY INFORMATION
President: Patrick Mahoney
Organization Type: Corporation
Established: 1972
Federal Tax ID: 95-3250682
DIR Registration: 1000000956
Members of Laborers' Union: LiUNA!
SAM Entity ID: CFJMVMJ9NSD1
Website: wcainc.com

CORPORATE OFFICE
2200 E. Via Burton St.
Anaheim, CA 92806

REGIONAL OFFICES
Arlington, TX
Escondido, CA
Fresno, CA
Indio, CA
Ontario, CA
Phoenix, AZ
Riverside, CA
Sacramento, CA
San Diego, CA
San Jose, CA
San Francisco, CA
Santa Clarita, CA
Stockton, CA
Ventura, CA

CONTRACT ADMINISTRATION
Victor Gonzalez, Vice President
Corporate Office
Phone (714) 991-1900
Fax (714) 956-3745
Email: vgonzalez@wcainc.com

FIELD MANAGEMENT
Steve Hunt, Area Manager
5424 N. Barcus Street
Fresno, CA 93722
Phone (559) 275-2086
Fax (559) 275-7865
Email: shunt@wcainc.com

EMERGENCY RESPONSE 24/7
1-800-LIMB-DOWN

INTRODUCTION

Company Introduction

WCA is a Proven Municipal Tree Management Provider Delivering Measurable Performance.

West Coast Arborists, Inc. (WCA) has provided municipal tree maintenance services since 1972 and currently supports over 400 public agencies with scalable, performance-driven urban forestry programs. WCA delivers measurable results aligned with public agency expectations, including:

- **Over 712,000 trees pruned annually**
- **24/7 emergency response with documented tracking**
- **Proven ability to manage multi-million-dollar contracts**

WCA's service model is built on measurable performance, accountability, and regulatory compliance, ensuring that all work is delivered in alignment with contract requirements, ANSI A300 standards, and ISA Best Management Practices.

Our Vision

WCA is dedicated to responsible corporate stewardship in every community we serve. We maintain the highest standards of ethical conduct and environmental responsibility, ensuring transparent communication with our clients and the public. Our goal is to lead the industry in advanced urban tree care and management services through innovation, accountability, and consistent operational excellence.

100% Customer Satisfaction

WCA remains committed to providing exceptional service and tangible value to our clients. Customer satisfaction is not just a priority; it is the core of our operational philosophy. Our long-standing reputation for reliability, integrity, and excellent workmanship reflects this dedication. Every team member is empowered to take the necessary actions to ensure work is done correctly, efficiently, and to the highest professional standards. By focusing on quality from the start, we reduce disruptions, lower long-term costs, and deliver dependable results our clients can trust.



Accredited by TCIA



Local Office & Yard (Fresno)



50+ Years Experience Working with Municipalities

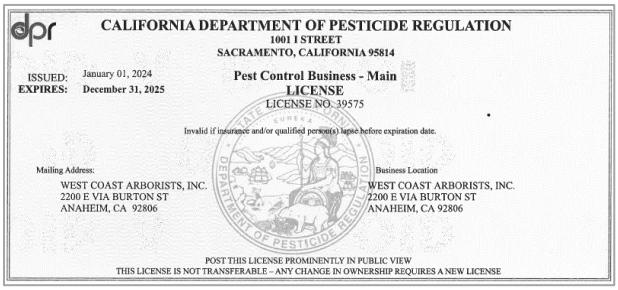
Corporate Capabilities

West Coast Arborists, Inc. is committed to delivering superior performance to the City by adhering to defined specifications, established budgets, and agreed-upon schedules. Our long-standing reputation for quality is the direct result of the disciplined systems, skilled personnel, and proven methodologies we apply to each engagement. These capabilities provide our clients with confidence in our ability to manage their urban forest effectively and consistently meet high service expectations.

- In business continuously and actively since 1972
- Contractor's License C61/D49, C49, C27, C31, C21, A & B
- Over $25,000,000 line of credit available
- Annual financial audits available upon request
- Bonded by ARCH, an A+ rated company
- 1,200+ employees
- 400+ contracts with public agencies
- 125+ Certified Arborists
- 170+ Certified Tree Workers
- Drug-free workplace
- 14,000 sq. ft. company-owned Headquarters (Anaheim)
- Department of Agriculture Nursery license
- Avg. 712,000 trees **pruned** annually over past 3 years
- Avg. 46,000 trees **removed** annually over past 3 years
- Avg. 20,000 trees **planted** annually over past 3 years
- Avg. 250,000 trees **inventoried** annually over past 3 years
- **Fully insured with insurance up to $25 million**
- Federal Tax ID #95-3250682, current on all taxes and fillings with state and federal government
- Sales volume over $220 million annually
- Fleet of approximately **1,800 pieces of equipment**

Active Memberships:

Tree Care Industry Association (TCIA)
International Society of Arboriculture (ISA)
League of California Cities (LCC)
California Parks & Recreation Society (CPRS)
Association of CA Cities, Orange County (ACCOC)
Maintenance Superintendents Association (MSA)
California Landscape Contractors Association (CLCA)
Street Tree Seminar (STS)
California Urban Forest Council (CaUFC)
American Public Works Association (APWA)
Western Chapter International Society of Arboriculture (WCISA)



CALIFORNIA DEPARTMENT OF PESTICIDE REGULATION
1001 I STREET
SACRAMENTO, CALIFORNIA 95814

ISSUED: January 01, 2024
EXPIRES: December 31, 2025

Pest Control Business - Main
LICENSE
LICENSE NO. 39575

Invalid if insurance and/or qualified person(s) lapse before expiration date.

Mailing Address:
WEST COAST ARBORISTS, INC.
2200 E VIA BURTON ST
ANAHEIM, CA 92806

Business Location
WEST COAST ARBORISTS, INC.
2200 E VIA BURTON ST
ANAHEIM, CA 92806

POST THIS LICENSE PROMINENTLY IN PUBLIC VIEW
THIS LICENSE IS NOT TRANSFERABLE – ANY CHANGE IN OWNERSHIP REQUIRES A NEW LICENSE



CONTRACTORS
STATE LICENSE BOARD
ACTIVE LICENSE

License Number 366764 Entity CORP

Business Name WEST COAST ARBORISTS INC

Classification(s) C61/D49 C27 A C21 B C31 C49

Expiration Date 12/31/2026

www.cslb.ca.gov



State of California
Department of Industrial Relations

Contractor Information

Legal Entity Name
WEST COAST ARBORISTS, INC.
Legal Entity Type
Corporation
Status
Active
Registration Number
1000000956
Registration effective date
07/01/22
Registration expiration date
06/30/24
Mailing Address
2200 E. VIA BURTON ANAHEIM 92806 CA United States of America
Physical Address
2200 E. VIA BURTON ANAHEIM 92806 CA United States of America
Email Address
vgonzalez@wcainc.com
Trade Name/DBA
License Number (s)
CSLB:366764
CSLB:366764

Registration History

Effective Date	Expiration Date
05/29/18	06/30/19
06/07/17	06/30/18
06/09/16	06/30/17
06/26/15	06/30/16
08/19/14	06/30/15
07/01/19	06/30/22
07/01/22	06/30/24
07/01/24	06/30/29

CLIENT REFERENCES

West Coast Arborists delivers cost-effective tree maintenance solutions that help cities improve service levels, ranging from emergency response to comprehensive urban forest management, as demonstrated in the references below.

CITY OF CHOWCHILLA — SINCE 2007

WCA performs tree maintenance and management services for the City of Chowchilla on an as-needed basis. Services include tree pruning, removals, planting, and emergeny tree-related work.

Contact: Joe Roman, Deputy Director of Public Works

130 S. 2nd Street, Chowchilla, CA 93610 ~ (559) 665-8615 ~ jroman@cityofchowchilla.org

ANNUAL BUDGET: $50,000

CITY OF MADERA — SINCE 2006

The City of Madera has been averaging a 3-5 year maintenance cycles for their lighting and landscape districts. The City has collaborated with the merchants in the downtown area to allow them to pay a fee to have more regular pruning performed in this high traffic areas.

Contact: Hector Sanchez, Parks Supervisor

701 E. 5th Street, Madera, CA 93638 ~ (559) 661-5485 ~ hsanchez@cityofmadera.com

ANNUAL BUDGET: $175,000

CITY OF VISALIA — SINCE 2008

WCA performs tree maintenance and management services for the City of Visalia. Throughout the years, we have continuously updated the City's tree inventory as work is completed. In addition to tree pruning and removals we also provide the City of Visalia with tree planting services and arborist services.

Contact: Alvin Dias, Park Manager

336 N. Ben Maddox Way, Visalia, CA 93292 ~ (559) 713-4564 ~ alvin.dias@visalia.city

ANNUAL BUDGET: $1,700,000

CITY OF FRESNO — SINCE 1992

WCA has been working in and operating a satellite office in the City of Fresno for over 20 years. WCA maintains the City's 'frontage parkways' (sub-streets and median islands). Service request pruning, hazardous pruning and removals are also performed for the varying entities of the City including the Fire, Water, Airport and other departments. Fresno consists of over 35,000 city-owned trees.

Contact: Vince Patlan, Public Works Supertintendent

2101 G Street, Bldg. E-1, Fresno, CA 93706 ~ (559) 621-1301 ~ vincent.patlan@fresno.gov

ANNUAL BUDGET: $3,800,000

West Coast Arborists, Inc.

EXPERIENCE: CURRENT CALIFORNIA CITIES/COUNTIES UNDER CONTRACT WITH WCA

CITY OF AGOURA HILLS
CITY OF ALAMEDA
CITY OF ALHAMBRA
CITY OF AMERICAN CANYON
CITY OF ANAHEIM
CITY OF ARCADIA
CITY OF ARTESIA
CITY OF BALDWIN PARK
CITY OF BEAUMONT
CITY OF BELL
CITY OF BELL GARDENS
CITY OF BELLFLOWER
CITY OF BERKELEY
CITY OF BEVERLY HILLS
CITY OF BISHOP
CITY OF BRAWLEY
CITY OF BREA
CITY OF BUENA PARK
CITY OF BURLINGAME
CITY OF CAMARILLO
CITY OF CARLSBAD
CITY OF CARMEL-BY-THE-SEA
CITY OF CARPINTERIA
CITY OF CARSON
CITY OF CERES
CITY OF CHINO
CITY OF CHINO HILLS
CITY OF CHULA VISTA
CITY OF CITRUS HEIGHTS
CITY OF CLAREMONT
CITY OF COACHELLA
CITY OF COLTON
CITY OF CORONA
CITY OF CORONADO
CITY OF COSTA MESA
CITY OF COVINA
CITY OF CUDAHY
CITY OF CULVER CITY
CITY OF CUPERTINO
CITY OF DALY CITY
CITY OF DANA POINT
CITY OF DAVIS
CITY OF DEL MAR
CITY OF DIAMOND BAR
CITY OF DUARTE
CITY OF EL CAJON
CITY OF EL CENTRO
CITY OF EL SEGUNDO
CITY OF ELK GROVE
CITY OF ENCINITAS
CITY OF ESCONDIDO
CITY OF FILLMORE
CITY OF FOLSOM
CITY OF FONTANA
CITY OF FREMONT
CITY OF FRESNO
CITY OF FULLERTON
CITY OF GARDEN GROVE
CITY OF GILROY
CITY OF GLENDALE
CITY OF GLENDORA
CITY OF GOLETA
CITY OF GRAND TERRACE
CITY OF HALF MOON BAY
CITY OF HANFORD
CITY OF HAWAIIAN GARDENS
CITY OF HIGHLAND
CITY OF HOLLISTER
CITY OF HUNTINGTON BEACH
CITY OF IMPERIAL BEACH
CITY OF INDIO
CITY OF INDUSTRY
CITY OF INGLEWOOD
CITY OF IRWINDALE
CITY OF JURUPA VALLEY
CITY OF LA CANADA
CITY OF LA HABRA
CITY OF LA MESA
CITY OF LA MIRADA
CITY OF LA PALMA
CITY OF LA PUENTE
CITY OF LA VERNE
CITY OF LAGUNA BEACH
CITY OF LAGUNA HILLS
CITY OF LAKE ELSINORE
CITY OF LAKE FOREST
CITY OF LAKEWOOD
CITY OF LATHROP
CITY OF LEMON GROVE
CITY OF LINCOLN
CITY OF LIVERMORE
CITY OF LODI
CITY OF LOMA LINDA
CITY OF LONG BEACH
CITY OF LOS ALAMITOS
CITY OF LOS ALTOS
CITY OF LOS ANGELES
CITY OF LOS BANOS
CITY OF MADERA
CITY OF MANHATTAN BEACH
CITY OF MENIFEE
CITY OF MENLO PARK
CITY OF MERCED
CITY OF MILPITAS
CITY OF MISSION VIEJO
CITY OF MODESTO
CITY OF MONROVIA
CITY OF MONTCLAIR
CITY OF MONTEBELLO
CITY OF MONTEREY
CITY OF MONTEREY PARK
CITY OF MOORPARK
CITY OF MORENO VALLEY
CITY OF MORGAN HILL
CITY OF MOUNTAIN HOUSE
CITY OF MOUNTAIN VIEW
CITY OF MURRIETA
CITY OF NATIONAL CITY
CITY OF NEWARK
CITY OF NEWPORT BEACH
CITY OF NORCO
CITY OF NORWALK
CITY OF NOVATO
CITY OF OAKLAND
CITY OF OAKLEY
CITY OF OCEANSIDE
CITY OF ONTARIO
CITY OF ORANGE
CITY OF PALM DESERT
CITY OF PALM SPRINGS
CITY OF PALO ALTO
CITY OF PARAMOUNT
CITY OF PICO RIVERA
CITY OF PLACENTIA
CITY OF PLEASANTON
CITY OF POMONA
CITY OF POWAY
CITY OF RANCHO CORDOVA
CITY OF RANCHO CUCAMONGA
CITY OF RPV
CITY OF REDLANDS
CITY OF REDONDO BEACH
CITY OF RIALTO
CITY OF RIVERSIDE
CITY OF ROLLING HILLS ESTATE
CITY OF ROSEMEAD
CITY OF ROSEVILLE
CITY OF SACRAMENTO
CITY OF SAN BERNARDINO
CITY OF SAN BRUNO
CITY OF SAN DIEGO
CITY OF SAN DIMAS
CITY OF SAN FERNANDO
CITY OF SAN JACINTO
CITY OF SAN JUAN CAP
CITY OF SAN LEANDRO
CITY OF SAN MARCOS
CITY OF SAN RAMON
CITY OF SANTA ANA
CITY OF SANTA BARBARA
CITY OF SANTA CLARA
CITY OF SANTA CLARITA
CITY OF SANTA FE SPRINGS
CITY OF SANTA MARIA
CITY OF SANTEE
CITY OF SEAL BEACH
CITY OF SIERRA MADRE
CITY OF SIGNAL HILL
CITY OF SOLANA BEACH
CITY OF SOUTH EL MONTE
CITY OF SOUTH PASADENA
CITY OF SO. SAN FRANCISCO
CITY OF ST. HELENA
CITY OF STOCKTON
CITY OF SUNNYVALE
CITY OF TEMPLE CITY
CITY OF THOUSAND OAKS
CITY OF TORRANCE
CITY OF TRACY
CITY OF TULARE
CITY OF TURLOCK
CITY OF TUSTIN
CITY OF UPLAND
CITY OF VALLEJO
CITY OF VENTURA
CITY OF VERNON
CITY OF VICTORVILLE
CITY OF VISALIA
CITY OF VISTA
CITY OF WALNUT
CITY OF WEST COVINA
CITY OF WEST HOLLYWOOD
CITY OF WEST SACRAMENTO
CITY OF WHITTIER
CITY OF WOODLAND
CITY OF YORBA LINDA
CITY OF YUCAIPA
COUNTY OF ALAMEDA
COUNTY OF COLUSA
COUNTY OF CONTRA COSTA
COUNTY OF EL DORADO
COUNTY OF LOS ANGELES
COUNTY OF MONTEREY
COUNTY OF NAPA
COUNTY OF ORANGE
COUNTY OF PLACER
COUNTY OF RIVERSIDE
COUNTY OF SAN BERNARDINO
COUNTY OF SAN JOAQUIN
COUNTY OF SAN MATEO
COUNTY OF TULARE
COUNTY OF VENTURA
COUNTY OF YOLO
ROSSMOOR CSD
TOWN OF ATHERTON
TOWN OF LOOMIS

Firm Experience with Large-Scale Projects

WCA consistently meets or exceeds contractual service levels, maintains long-term client relationships, and successfully completes full-cycle pruning programs on schedule. Listed below are current clients that exceed $2M in contracted tree maintenance services.

Customer	Duration	Annual Contract Amount
City of Fresno	Since 2001	$5,300,000
County of Los Angeles	Since 2000	$5,000,000
City of Riverside	Since 2018	$4,300,000
Riverside Public Utilities	Since 1997	$4,200,000
County of Orange	Since 2014	$4,000,000
City of Beverly Hills	Since 2000	$3,500,000
City of Santa Clarita	Since 2017	$3,500,000
City of Anaheim/Anaheim Utilities	Since 2007	$3,300,000
City of Long Beach	Since 2016	$3,300,000
City of San Diego	Since 2015	$3,200,000
City of Santa Ana	Since 2015	$2,600,000
City of Sacramento	Since 2006	$2,250,000
City of Fontana	Since 1994	$2,200,000
City of Mission Viejo	Since 1992	$2,200,000
City of Poway	Since 2012	$2,200,000
City of Corona	Since 2010	$2,100,000
City of Glendale	Since 2015	$2,100,000
City of Whittier	Since 2005	$2,100,000
City & County of San Francisco	Since 2017	$2,000,000
City of Alameda	Since 2012	$2,000,000
City of Monterey	Since 1999	$2,000,000
City of Ontario	Since 1998	$2,000,000

COMPANY PERSONNEL

Introduction

West Coast Arborist's (WCA) consists of a management team, a safety committee, support staff, trained mechanics, and dedicated field crews. Its staff members come from various educational backgrounds, including accounting, business administration, engineering, and forestry.

WCA's Proud Work Force

WCA actively maintains ongoing processes to assure that only qualified and competent staff provides safe and quality tree maintenance services. These skilled employees can only be achieved through both training and work experience. We believe that essential experience should always be obtained through qualified supervision; this includes both basic and extended skills. WCA makes every attempt to ensure that this is undertaken before performing work, leading a crew, or career advancement. The work performed on this contract is routine, recurring and usual. The work includes watering, trimming, pruning, planting, removal and replacement of trees and plants, and servicing of irrigation. **The rates included in the Cost Proposal are based on the current prevailing wage determination for "Tree Maintenance (Laborer)."**

Certification

WCA encourages its employees to become certified by the International Society of Arboriculture to raise the standards of professional tree care companies. This standard exemplifies our company's commitment to providing customers with competent, knowledgeable certified workers.



WCA employs the largest number of ISA Certified Arborists and ISA Certified Tree Workers of any company!

Crew Performance

WCA employees are evaluated through an internal mechanism supervised by our Management Team. Each employee performs their duties according to a criteria-based job description that reflects safety, quality workmanship, productivity, appropriateness of care, problem solving, and customer service. A performance appraisal is conducted for each employee upon completion of the probationary period and at least annually thereafter. Each worker is also required to complete a competency assessment and orientation upon hire, and annually thereafter in selected areas, to ensure ongoing requirements are met and opportunities for improvement are identified.

West Coast Arborists, Inc.

Meet the Team: Project Team





JASON PINEGAR — Regional Manager/V.P.

Jason Pinegar has been with West Coast Arborists, Inc. since December 1993. He started with WCA as a climber and within 6 years was continuously promoted reaching the position of Area Manager. As an Area Manager, he excelled in both customer service, crew management and streamlined operations. He eventually moved to Northern California and developed our operations in the North to include Sacramento, San Jose, Stockton, and San Francisco. In 2018, Jason Pinegar was promoted to Regional Manager for Northern California. As a Regional Manager, he is responsible for field operations and oversees Area Managers in Northern California.

- **ISA Certified Arborist #WE-2039AU**
- TCIA Certified Treecare Safety Professional #259
- ATSSA Certified Traffic Control Designer #00236727



STEVE HUNT — Area Manager

Steve Hunt has been with West Coast Arborists, Inc. since May of 1991. Before that time, he worked for a residential tree service company as a Leadworker/Foreman for five years. Over his career with WCA, he has earned the esteemed 'Top Gun' Award for outstanding performance. In April 1994. Steve made the move to Fresno, helping build the company's Central CA/ Fresno presence. Steve is responsible for evaluating and scheduling the necessary tree maintenance and management for his customers. He will be the Agency's main point of contact as he is responsible for providing customer service, estimating work, while managing field operations and crews throughout the Central CA/Fresno region.

- **ISA Certified Arborist/ Tree Worker Climber Specialist #WE-1044AT**
- TCIA Certified Treecare Safety Professional #564
- NCCCO Certified Crane Operator #050518883



FAUSTO GUZMAN — Area Supervisor

Fausto Guzman joined WCA in 1995 and has completed the in-house Qualified Arborist and ISA Tree Worker Climber training. As Site Supervisor, Fausto is a full-time employee who speaks fluent English. He is responsible for reviewing the day's activities, assisting the Area Manager in scheduling, and ensuring proper safety procedures are being followed. As Supervisor, he will communicate with contract administrators and other interested parties on a daily basis. Report and resolve malfunctions, damage, or industrial injury. He will also assist in employee training programs, maintain records, and file daily reports and receipts.

- **ISA Certified Tree Worker Climber Specialist # WE-11083T**
- TCIA Certified Treecare Safety Professional #3686

Meet the Team: Support Staff



ANDREW PINEDA — GIS Manager

Andrew Pineda has been with WCA since 2018. As WCA's GIS Manager, he works on a wide range of projects including tree inventories scope and collection, iTree analysis, tree canopy assessments, tree planting prioritization, ArborAccess training, grant funded tree planting projects, and much more. He was worked with tree inventories of all sizes from small campus inventories with less than 5,000 trees to large California cities with over 140,000 trees. He has in-depth knowledge and understanding of tree inventories, urban forestry best practices, and spatial data and works closely with office and field personnel to ensure tree inventories, reports, and analysis exceed customer expectations.

- **ISA Certified Arborist #WE-12738A**
- FAA UAS Part 107 Remote Pilot
- M.S. Geographic Information Science (GIS), CSU Long Beach
- B.A. Environmental Science, Boston University



TIM CROTHERS — Plant Health Care Manager

Tim Crothers has over 20 years of experience working in the horticulture industry. He started working at WCA in 2012 as a supervisor. He was quickly promoted to Area Manager, a role that required him to produce reports as a Certified Arborist as well as train staff and clients in proper tree care, inventory management, landscape design and plant identification. In his role as Plant Health Care Manager, Mr. Crothers supervises arborist services staff and plant health care operations throughout California and Arizona. He oversees the creation of Urban Forestry Master Plans (UFMPs) and is a Registered Consulting Arborist by the American Society of Consulting Arborists.

- **ISA Board Certified Master Arborist #WE-7655BUM**
- B.S. Environmental Horticulture Science
- ASCA Registered Consulting Arborist #721
- CA Dept. Pesticide Regulation QAL #145321 B, D
- ISA Tree Risk Assessment
- Qualified & TLC Wildlife Aware



KAYLI GARCIA — Customer Service Representative

Kayli Garcia joined WCA in 2024 as a Customer Service Representative (CSR)/ Office Manager. As the CSR, Kayli is responsible for providing support to the Area Manager, Site Supervisor, and crew. She is to function as a liaison between the company and its clients as well as the general public. Kayli is responsible for responding to customer service inquires and facilitating contracting functions, such as: mapping, underground service alert, data entry, field book preparation, list preparation, etc.

Upper Management Team

From marketing, contract administration, field and fleet management, to information technology, our Upper Management Team Staff is involved in the day-to-day operations supporting each Project Team and customer to ensure the highest quality of tree care is being achieved in the industry.



Patrick Mahoney
President



Richard Mahoney
Secretary



Rose Epperson
Treasurer



Debbie DePasquale
V.P. – Contract Services



Chris Crippen
V.P. – I.T.



Victor Gonzalez
V.P. – Business Development



Jason Pinegar
V.P. – NorCal Region



Nick Alago
V.P. – SoCal Northwest Region



Michael Palat
V.P. – SoCal Southeast and AZ Region

1,200+ Employees

WCA & LiUNA!

WCA has forged a successful partnership with the Laborer's International Union of North America.

HIGHER STANDARDS + EXEMPLARY TRAINING = SUPERIOR EMPLOYEES

ACCREDITED — TREE CARE INDUSTRY ASSOCIATION — ETHICS — QUALITY — CONFIDENCE

14 offices with prestigious Tree Care Industry Association (TCIA) accreditation

ISA CERTIFIED

CERTIFIED TREE WORKER ISA 173

CERTIFIED ARBORIST ISA 127

BOARD CERTIFIED MASTER ARBORIST ISA 10

ISA Board Certified Master Arborists

Michael Palat	#WE-6541 BUM
Kelley Gilleran	#WE-7061 BM
Tim Crothers	#WE-7655 BUM
Joseph Bartolo	#WE-2034 BU
Eugene Bordson	#WE-10777 BT
Rebecca Mejia	#WE-2355 B
Erik Diaz	#WE-12143 BM
Kris Burbidge	#WE-9566 BUM
Leonardo Tuchman	#WE-12453 B

163	80	63	62	21	17	13	13	2
WCA Certified Utility Line Clearance Workers	Fleet Mechanics	TCIA Certified Treecare Safety Professionals	ISA Tree Risk Assessment Qualified	ISA Certified Utility Specialists	NCCCO Certified Crane Operators	ATSSA Traffic Control Technicians	ISA Urban Forest Professionals	ISA Prescription Pruning Qualification

ASCA | RCA

4 ASCA Consulting Arborists

Tim Crothers RCA #721 — **Leo Tuchman** RCA #771

Kelley Gilleran RCA #668 — **Eugene Bordson** #834

CALIFORNIA DEPARTMENT OF PESTICIDE REGULATION

WCA has 173 staff members certified through the Wildlife Aware and Wildlife Training Institute.

BMP Training	173	1
	Wildlife Aware Trained/Certified by WTI	On-Staff Biologist

Unique Capabilities

Plant Health Care

WCA has developed an exemplary Plant Health Care Program that goes beyond standard chemical applications. We maintain **in-house** State Certified Pesticide Advisors and Applicators, led by PHC Manager **Tim Crothers.**

Wildlife Protection

Lissette Rios, WCA's Urban Biologist, conducts nesting bird surveys and wildlife inspections, coordinates with CA Fish & Wildlife and local rehabilitation partners, manages our wildlife monitoring program, using field data to better plan tree maintenance and reduce impacts on sensitive habitats.

West Coast Arborists, Inc.

WCA's ISA Certified Arborists/Utility Arborists/Municipal Specialists/Master Arborists

ADAN BALTAZAR REYNAGA	WE-7786AT	**HUGO ANGEL RINCON**	**WE-8710AT**	**JOSE MANUEL PEREZ**	**WE-0818AT**	**PATRICK O. MAHONEY**	**WE-1172A**
ANDREW JOSEPH PINEDA	WE-12738A	IGNACIO LOPEZ	WE-7329AU	JOSEPH NICK ALAGO	WE-4396AU	REBECCA A. MEJIA	WE-2355A
ANDREW JOSEPH ONDREJECH	WE-13817A	ISAAC GARZA, JR.	WE-8689A	JOSEPH BARTOLO	WE-2034AU	RENE PORTILLO	WE-2038AUT
BENJAMIN EUGENE BORDSON	WE-10777A	ISAAC ONTIVEROS	WE-8567A	JUAN ORTIZ	WE-8514AT	RENE ROSALES	WE-7941AT
BRIAN C. KIRKEGAARD	WE-10476AT	ISAIAS BARAJAS MACIAS	WE-10979AT	JUAN P. LAIJA, JR.	WE-13425A	RICHARD R. MAHONEY	WE-1171A
BRIAN M. KOCH	WE-0341A	ISIDRO ESTRADA BARBOZA	WE-11685A	JULIO C. GARCIA VAZQUEZ	WE-11175AT	ROBERT EDWARD KNIGHT	WE-11564AT
CALVIN F. HAUPT	WE-7634A	J. ALONSO GARCIA-LOPEZ	WE-8499A	JUSTIN LEE MENZEL	WE-11756AU	ROBERT D. THOMPSON	WE-0915AU
DANE JENSEN	WE-12014A	JAIME ROGELIO HERNANDEZ	WE-5297AT	KELLY ANN PARKINS	WE-13868A	ROBERT A. WRIGHTSON	WE-10411A
DANIEL CHAVARRIA	WE-10292AT	JAMES PAUL SPECK II	WE-10858AT	KELLEY LEWIS GILLERAN	WE-7061BUM	ROSE M. EPPERSON	WE-1045A
DANIEL MAHONEY	WE-10434A	JASON ROSS DAVLIN	WE-7628A	KRIS BURBIDGE	WE-9566AUM	RYAN R. COLBERT	WE-13154A
DANIEL RIVAS	WE-10850AT	JASON PINEGAR	WE-2039AU	LEONARDO RAMOS	WE-11264AT	SAMUEL JIMENEZ	WE-11109AT
DANIEL WILLIAM VILLA, II	WE-13609AT	JEREMY PAUL PIERCE	WE-12566A	LEONEL CORTEZ	WE-8625AT	SEAN PATRICK SULLIVAN	WE-10050AT
DAVID GLYN EVANS	WE-1588A	JERRY A. ROWLAND	WE-6353A	LORENZO PEREZ	WE-7443AT	SHAWN A. GUZIK	WE-3182AU
DEBORAH DEPASQUALE	WE-3812A	JOEL LOPEZ	WE-10871AT	MANUEL BRIANO	WE-8791AT	STEFAN B. KALLENBERG	WE-10730AT
EDIBERTO SERNA SALAZAR	WE-11051AT	JOHN LEE PINEDA	WE-10367AUT	MARCO A. PADILLA JIMENEZ	WE-8621AT	STEPHEN GLENN DAVIS, JR.	WE-10894AUTM
EDUARDO VARGAS	WE-11058AT	JORGE MAGANA	WE-3460A	MARIO A. GONZALEZ	WE-13119A	STEVE B. HUNT	WE-1044AT
ERIK DIAZ	WE-1214AM	JOSE LUIS ABALOS	WE-3460A	MATEO ARVIZU	WE-10151AT	TIMOTHY R. PATTERSON	WE-12037A
FELIX HERNANDEZ	WE-2037AT	JOSE M. CORTEZ TORRES	WE-8734AUT	MICHAEL ALAN DA SILVA II)	WE-12483A	TIM CROTHERS	WE-7655BUM
FRANCIS LEO MALABUYOC	WE-12279AT	JOSE MANUEL JIMENEZ URQUIZO	WE-8539AUT	MICHAEL LOUIS YOUNG	WE-11687AT	TYLER KEASBEY LEHMANN	WE-13460A
GENARO VICENTE CORONEL	WE-12740A	JOSE INEZ MANCILLA	WE-11111AT	MICHAEL ANTHONY NUNES	WE-12943A	VICTOR M. GONZALEZ	WE-7175AM
GERARDO MARTINEZ GARCIA	WE-11358A	JOSE M. CHAVARRIA MANZO	WE-10983AT	MICHAEL PALAT	WE-6541BUM	WALLACE BURCH	WE-0713AT
GERARDO PEREZ	WE-9131AT	JOSE A. ALVAREZ	WE-11210AT	MITCHELL ANDREW OWENS	WE-12619AT	WILLIAM STEVE PONCE	WE-6461A
GONZALO REGALADO	WE-9952AT	JOSE ALFREDO GONZALEZ	WE-10908AT	NESTOR M. CABRERA MORA	WE-13613AT		
HECTOR MONTES	WE-8079AUT	JOSE LUIS DELREAL	WE-6475AT	NESTOR VALENCIA	WE-11359A		
HERMINIO PADILLA	WE-7552AUTM	JOSE M. MUNIZ GARCIA	WE-11686AUT	OSCAR GUTIERREZ	WE-12783AT		

WCA's ISA Certified Tree Worker/Climbers/Line Clearance Tree Workers

ADAN BALTAZAR REYNAGA	WE-7786AT	GABRIEL MERCADO RUIZ	WE-11568T	JOSE MANUEL PEREZ	WE-0818AT	SAMUEL JIMENEZ	WE-11109AT
ADAN RODRIGUEZ	WE-11281T	GAMALIEL MANZANO CORONA	WE-12280T	JUAN AMADOR ARCE	WE-11480T	SANTOS MACIAS LEMUS	WE-10980T
ADOLFO S. RUIZ	WE-11294T	GEORGE HERNANDEZ PEREZ	WE-12269T	JUAN BECERRA	WE-10932T	SEAN PATRICK SULLIVAN	WE-10050AT
ADRIAN MUNOZ	WE-13987T	GERARDO MARTINEZ GARCIA	WE-10997T	JUAN C. LOPEZ GARCIA	WE-12918T	SERGIO LOPEZ-RIVERA	WE-10957T
ALFREDO ANGEL LOPEZ	WE-11334T	GERARDO PEREZ	WE-9131AT	JUAN MARQUEZ	WE-10987T	SERGIO MACIAS-PEREZ	WE-10920T
ANDRES ROMAN	WE-11285T	GERARDO PEREZ BADILLO	WE-13986T	JUAN ORTIZ	WE-8514AT	STEFAN B. KALLENBERG	WE-10730AT
ANDREW JOSEPH ONDREJECH	WE-13817AT	GERARDO A. ORDUNO	WE-11036T	JUAN C. PENA-ARIAS	WE-11327T	STEPHEN GLENN DAVIS, JR.	WE-10894AUTM
ANTHONY DOUGLAS FONG II	WE-12051T	GONZALO REGALADO	WE-9952AT	JUAN TELLEZ TAPIA	WE-11137T	STEVE B. HUNT	WE-1044AT
ANTONIO CASTELLANOS	WE-11203T	HARLEY THOMAS DAVIS	WE-13430T	JUAN C. TORRES-COVARRUBIAS	WE-12343T	TRISTON JAMES POWERS	WE-12211T
ANTONIO GARCIA CONTRERAS	WE-11173T	HECTOR MONTES	WE-8079AUT	JULIO C. GARCIA VAZQUEZ	WE-11175T	TYLER KEASBEY LEHMANN	WE-13460AT
ARIEL ALONSO	WE-10906T	HERIBERTO CORONEL WENCESLAO	WE-11218T	LEONARDO RAMOS	WE-11264T	VENTURA GOMEZ	WE-11180T
ARMANDO O. LOPEZ	WE-10953T	HERMINIO PADILLA	WE-7552AUTM	LEONEL CORTEZ	WE-8625AT	WALLACE BURCH	WE-0713AT
ARMANDO SOTO	WE-11131T	HUGO ANGEL RINCON	WE-8710AT	LETUSA MUAAU, JR.	WE-11021T		
AURELIO PAZ-GUZMAN	WE-11084T	HUMBERTO CHAVARRIA	WE-11207T	LORENZO ARREOLA-MURILLO	WE-13612T		
BENJAMIN EUGENE BORDSON	WE-10777AT	ISAIAS BARAJAS MACIAS	WE-10979AT	LORENZO PEREZ	WE-7443AT		
BRIAN C. KIRKEGAARD	WE-10476AT	ISRAEL A. RAMIREZ	WE-11567T	LUIS P. PEREZ	WE-11245T		
BRIAN NORTON	WE-12678T	J. SOCORRO GARCIA	WE-11172T	LUIS A. MUNOZ RAMIREZ	WE-11023T		
CANDELARIO PRIEGO	WE-12781T	JAIME ROGELIO HERNANDEZ	WE-5297AT	MANUEL BARRAGAN	WE-10925T		
CARLOS IXTA	WE-11106T	JAMES PAUL SPECK II	WE-10858AT	MANUEL BRIANO	WE-8791AT		
CARLOS LEYVA BARAJAS	WE-12620T	JESUS M. SARABIA PENA	WE-11450T	MARCO A. CASTILLO REYES	WE-13429T		
CARLOS RAMOS	WE-11263T	JESUS A. MONTES(	WE-11014T	MARCO A. PADILLA JIMENEZ	WE-8621AT		
CELEDONIO R. MANZANO OLEA	WE-10984T	JESUS E. GARCIA ARCE	WE-13723T	MARCOS RICHARD-MARTINEZ	WE-10989T		
CELESTINO PEREZ	WE-11243T	JOEL LOPEZ	WE-10871AT	MATEO ARVIZU	WE-10151AT		
CESAR GUADALUPE VALENZUELA REYES	WE-11076T	JOEL MARTINEZ	WE-10992T	MELCHOR LEMUS	WE-11237T		
CESAR WENCESLAO	WE-10968T	JOEL ORTIZ	WE-11039T	MICHAEL ALAN DA SILVA II	WE-12207T		
CUAUHTEMOC AMEZCUA QUEZADA	WE-14058T	JOEL M. RIVERA	WE-11273T	MICHAEL LOUIS YOUNG	WE-11687AT		
DANIEL CHAVARRIA	WE-10292AT	JOHN LEE PINEDA	WE-10367AUT	MIGUEL AYALA	WE-10924T		
DANIEL ELIZARRARAS	WE-13611T	JONATHAN GARCIA HERNANDEZ	WE-13989T	MIGUEL MACIAS	WE-10978T		
DANIEL RIVAS	WE-10850T	JORGE ARREOLA-HERNANDEZ	WE-11321T	MIGUEL A. VALERIO AJAL	WE-13848T		
DELFINO AGUILAR-MORALES	WE-10900T	JORGE DUENAS	WE-11144T	MITCHELL ANDREW OWENS	WE-12619T		
DEMETRIO LIRA	WE-11323T	JORGE JIMENEZ	WE-11110T	NELSON R. AGUIRRE	WE-10901T		
DEMETRIO OSEGUERA	WE-11043T	JOSAFAT MONTOYA	WE-11015T	NESTOR M. CABRERA MORA	WE-13613T		
EDIBERTO SERNA SALAZAR	WE-11051T	JOSE AGUAYO	WE-10899T	NICOLAS GODINA	WE-11907T		
EDUARDO AVILA	WE-10812T	JOSE ABEL CANCINO	WE-11192T	OSCAR GUTIERREZ	WE-12783T		
EDUARDO HERNANDEZ	WE-12917T	JOSE AGUSTIN CARRILLO	WE-11200T	PEDRO CUEVAS	WE-11765T		
EDUARDO VARGAS	WE-11058AT	JOSE M. CORTEZ TORRES	WE-8539AUT	PEDRO GARCIA	WE-11168T		
EDWIN ANTONIO FUENTES	WE-12777T	JOSE R. GRANADOS	WE-11186T	PEDRO ALTAMIRANO	WE-11095T		
FAUSTO GUZMAN	WE-11083T	JOSE JIMENEZ	WE-11108T	PEDRO SANDOVAL	WE-11301T		
FELIX GARCIA	WE-11170T	JOSE JIMENEZ HERNANDEZ	WE-11113T	RAMON ZUNIGA GOMEZ	WE-10977T		
FELIX HERNANDEZ	WE-2037AT	JOSE MANUEL JIMENEZ URQUIZO	WE-11111T	RANULFO PERALTA CASTANEDA	WE-11202T		
FRANCIS LEO MALABUYOC	WE-12279AT	JOSE INEZ MANCILLA	WE-10983T	RAUL JIMENEZ DURAN	WE-13865T		
FRANCISCO URENA JIMENEZ	WE-11075T	JOSE M. CHAVARRIA MANZO	WE-11210AT	RAUL MANZO HERNANDEZ	WE-10985T		
FRANCISCO LOPEZ	WE-10952T	JOSE RODRIGUEZ	WE-11277T	RAUL TELLEZ TAPIA	WE-11138T		
FRANCISCO RAMIREZ	WE-11259T	JOSE ALEJANDRO VALENZUELA	WE-11674T	RENE ROSALES	WE-7941AT		
FRANCISCO VILLANUEVA	WE-10965T	JOSE A. ALVAREZ	WE-10908T	ROBERT EDWARD KNIGHT	WE-11564T		
FRANCISCO F. WENCESLAO BARAJAS	WE-10969T	JOSE ALFREDO GONZALEZ	WE-6475AT	ROMUALDO GAETA LUNA	WE-11165T		
FRED LOPEZ-PASTOR	WE-13988T	JOSE LUIS DELREAL	WE-11231AT	SALOMON SILVA	WE-11053T		
GABRIEL GAMINO	WE-11167T	GABRIEL MERCADO RUIZ	WE-11568T	SALUSTIO SANCHEZ ARROYO	WE-11462T		

SCOPE OF SERVICES

Efficient, Scalable Service Delivery Model



WCA's service approach is designed to:

- Maximize grid pruning efficiency
- Reduce long-term maintenance costs
- Ensure consistent service across all City areas
- Minimize repeat work and service requests

Performance Outcome:

- Lower lifecycle cost per tree
- Improved service consistency
- Reduced backlog and complaint volume

Tree Pruning Services

Tree pruning services may be performed within designated districts, parks, or grid areas on a defined cycle, often encompassing all trees within the specified zone. Services include structural pruning, crown raising, and light crown cleaning, all conducted in accordance with the International Society of Arboriculture's Best Management Practices. No more than 25% of live foliage is removed during any pruning cycle to ensure long-term tree health and structural integrity.

Special Request Tree Pruning

Special Request Tree Pruning is performed on specific trees designated by the City's Arborist or authorized representative. These services may include structural pruning, crown raising, crown cleaning, restorative pruning, or corrective pruning due to a hanging or broken limb, each completed in full compliance with the International Society of Arboriculture's Pruning Standards and Best Management Practices.

When conditions warrant a reduction of canopy mass or excessive limb weight, crown reduction pruning may be implemented to enhance overall tree health and structural stability. This service is provided at the agreed-upon rate established between the City and West Coast Arborists, Inc.

Line Clearance (as necessary)

Trees that interfere or have the possibility of interfering with utility lines will be trimmed in a manner to achieve the required clearances as specified and in accordance with the California Public Utilities Commission. It is our goal to protect the current health and condition of the tree and to maintain its symmetry and direct growth away from the utility lines.

Tree and Stump Removal Operations

With a minimum of 48 hours advanced notice, WCA will inform Underground Service Alert (USA) of the location of work for the purpose of identifying any and all utility lines. The removal process consists of lowering limbs delicately onto the ground to prevent any hardscape damage. Immediately following the removal, the stump will be ground down, if ordered to do so and with proper USA notification. Our standard stump grinder is the *Vermeer SC802*. This stump grinder is ideal for any size job and can be used to grade large stumps. We also use the *Dosko SC69* stump grinders. These are intended to remove tree stumps and exposed root systems close to ground level. Tree removal and stump removal are to be charged separately in accordance with the contract.

Emergency Response Services

We are fully prepared to respond to tree-related emergencies 24 hours a day, 7 days a week, including weekends and holidays. Emergency calls are received through **our toll-free number, 866-LIMB-DOWN (866-546-2369)**, which will be provided to the City, as well as local Police and Fire Departments for direct access when urgent conditions arise.

Upon notification, our emergency response team will take all necessary actions to promptly mitigate hazardous tree or tree-related conditions and render the site safe until permanent corrective work can be completed during the following workday.

Our emergency response resources include a large, well-equipped fleet of specialized arboricultural vehicles and equipment capable of addressing any tree-related hazard, from storm-damaged limbs and fallen trees to immediate public safety concerns involving roadways, sidewalks, or critical infrastructure.

Plant Health Care (PHC) Services

Tim Crothers, Plant Health Care Manager
ISA Board Certified Master Arborist WE-7655 BUM
DPR Qualified Pest Control Applicator #145321, QAL Category B & D

West Coast Arborist's Plant Health Care (PHC) Program, managed by Mr. Crothers, is designed to support the long-term vitality, safety, and sustainability of the urban forest. Our approach goes well beyond standard chemical applications by emphasizing science-based care, proactive monitoring, and environmentally responsible treatment strategies.

WCA has developed an efficient and **comprehensive Integrated Pest Management (IPM) Program**, which prioritizes accurate diagnosis and targeted treatment rather than routine or unnecessary pesticide use. All recommended actions are based on careful evaluation of tree health conditions, pest activity, and environmental factors.

Our PHC team is staffed with highly trained, licensed applicators and professional advisors who are fully compliant with the **California Department of Pesticide Regulation** and committed to using methods that are safe, effective, and environmentally conscious. This service allows WCA to provide the City with:

- **Accurate Diagnosis and Assessment**

  Proper identification of pest, disease, and physiological disorders through detailed on-site inspections, with laboratory testing performed when necessary to confirm findings.

- **Proactive and Preventative Care**

  Early detection and proactive recommendations that reduce the potential for widespread pest infestations and disease outbreaks, minimizing long-term impacts and costs.

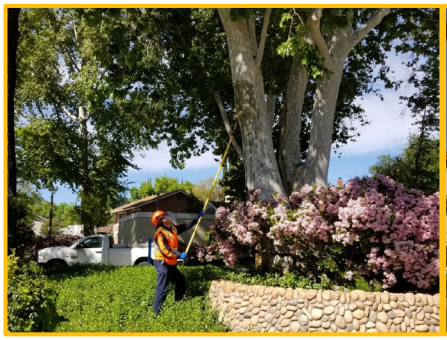
- **Customized Treatment Plans**

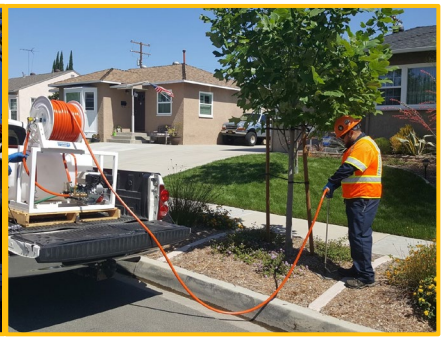
  Site-specific solutions that may include cultural practices, soil health improvements, biological controls, or targeted applications only when warranted.

- **Ongoing Monitoring and Follow-Up Evaluations**

  Post-treatment assessments to ensure that recommended measures are effective and that tree health is improving, resulting in a balanced, resilient, and thriving urban forest.

Through this comprehensive PHC approach, WCA helps protect valuable community tree assets while promoting responsible stewardship and sustainable urban forests.





IMPLEMENTATION, QUALITY CONTROL & SAFETY

Implementation Plan

WCA will ensure a seamless transition and immediate service continuity through the following:

Day 1–30 Transition Plan

- Assign a dedicated Area Manager and crews
- Review City priorities, inventory, and backlog
- Deploy initial crews within the first operational week

Ongoing Operations

- Balanced workload distribution across the fiscal year
- Weekly progress reporting and coordination meetings
- Real-time schedule adjustments based on City needs

Risk Mitigation

- Redundant crews to prevent service delays
- Backup equipment readily available to eliminate downtime
- Established emergency response infrastructure

Special shifts including weekends and evenings can be arranged in accordance with the Agency's specifications.

Area Manager: Steve Hunt

ISA Certification #: WE-1044AT

The project Area Manager will be the central point of contact and will work cooperatively with Agency staff, local residents and business owners, etc. The Area Manger will provide overall field supervision and crew management.

Daily Management

Daily management will consist of, but not be limited to:

- Email notification complete with location, crew, equipment type, and work description
- Supervise crew personnel to ensure proper pruning standards are followed in a safe manner
- Traffic control setup and maintenance of the work zone
- Ensure work area is left free of debris at the end of the shift
- Maintain good public relations at all times
- Provide immediate notification to City Inspector upon damage to personal property, including a plan for corrective measures to take place within 48 hours

Weekly Management

Weekly management will consist of, but is not limited to:

- Weekly inspection of work completed
- Meet with the City to review work schedule and progress
- Ensure standards of pruning are performed in accordance with City specifications
- Maintain open communication

Scheduling of Work

Guaranteed Response and Scheduling Performance. WCA commits to the following measurable service levels:

Service Type	WCA Commitment
Emergency Dispatch	Within 1 hour
Emergency On-Site	Within 2 hours
Emergency Make-Safe	Within 24 hours
Service Requests	Completed within 48 hours
Grid Pruning	100% completion within cycle



Public Notification

Upon City staff approval, WCA will post a door hanger notice prior to commencement of grid pruning (within 24-48 hours). After tree planting, door hangers will be provided to residents, instructing them on proper care for their newly planted tree. For more comprehensive outreach, we can also submit a press release for special projects or routine maintenance. The City may modify the procedures and materials we notify residents about.

WCA's Communication Systems

Our use of modern, reliable communication systems enhances our daily job performance by increasing efficiency. Management and field personnel use smartphones as both navigation and communication devices in the field. Smartphones have proven to be a convenient way to input data for tree inventories, daily work records, timesheets, photos, and billing information, eliminating the need to handwrite data and improving customer service by minimizing response time.

Permits and Licensing

WCA currently holds a valid City Business License and, if necessary, will obtain any "no-fee" permits prior to commencing work. Permits (e.g., encroachment, traffic control, etc.) that require fees will be charged back to the City.

Right-of-Way Presence

All work will be performed in the public right-of-way. Employees will not utilize private property for eating, breaks, or any other reason, or use water or electricity from such property without prior written permission of the owner.

Cooperation and Collateral Work

WCA will grant the right to operate within the project to Agency workers and/or other contractors, utility companies, street sweepers, and others, as needed, in a cooperative effort to minimize interference with daily operations.

Project Site Cleanliness

The work site will be left free of debris at the end of each workday. We will not discharge smoke, dust, or any other air contaminants in quantities that violate the regulations of any legally constituted authority.

West Coast Arborists, Inc.

Proposed Workflow Timelines

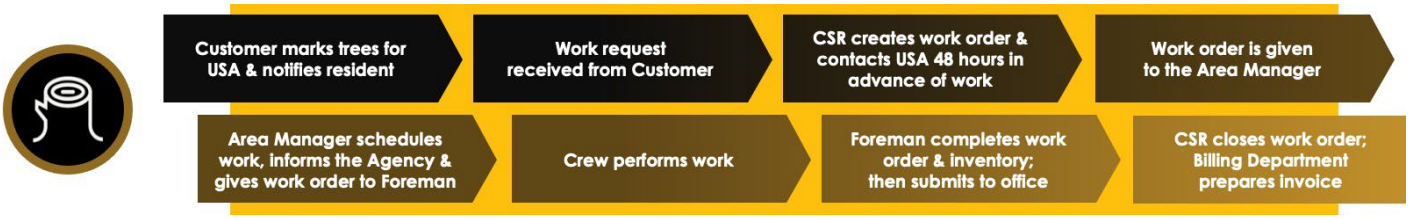
GRID PRUNING FLOWCHART

(Within 30-day Completion)



TREE REMOVAL FLOWCHART

(Within 15-day Completion)



TREE PLANTING FLOWCHART

(Within 15-day Completion)



EMERGENCY RESPONSE FLOWCHART

(Within 1-3 hour Response / 24-hour Completion)



PLANT HEALTH CARE FLOWCHART



Emergency Contacts

In case of emergency AFTER normal business hours:

866.546.2369

Leave a message, if you do not receive a call back within 10 minutes, call the following contacts in order:

Ediberto Serna, Foreman
559.351.7440

Fausto Guzman, Supervisor
559.351.9220

Steve Hunt, Area Manager
559.351.6060

AFTER confirmation from on-call Manager, you can email multiple locations to:

LimbDown@WCAInc.com

Normal Business Hours
714.991-1900

Sample Planting Door Hanger



Quality Control

Feedback

WCA regularly receives and tracks customer and resident feedback to acknowledge good performance and provide prompt resolution for any negative comments. Every month, the management team reviews the feedback summary and sends it to the City.

Customer Service Department

As we work with or near the public, we are mindful that we will most likely be the first person the public contacts. We have a full-time Customer Service Department, with each Customer Service Representative (CSR) trained to address concerned residents and bystanders.



Nicole Angene

From: Valerie Ferchaw <VFERCHAW@santa-clarita.com>
Sent: Tuesday, July 21, 2020 5:58 PM
To: Nicole Angene; Herminio Padilla; Gerardo Perez
Cc: Andy Trotter; Pat Mahoney; Victor Gonzalez
Subject: Thank you, WCA!

Herminio, Nicole, & Gerardo,

A big THANK YOU for the beautiful trimming of the City of La Canada 'street tree' (coast live oak) at the frontage of my residence today.

From start to finish, you all provided top-notch service. Albeit I know how ***awesome*** you are from our professional collaboration, experiencing it all first-hand, as a resident, provides a new vantage point. I was absolutely impressed by the customer service experience your team provided—Just as importantly, I knew that the beloved oak was in the best hands. Stellar!

With much appreciation,
Valerie

Valerie Ferchaw
Urban Forestry Administrator
City of Santa Clarita

Phone: (661) 294.2569
Email: vferchaw@santa-clarita.com
Web: http://www.santa-clarita.com

City of SANTA CLARITA

Complaints & Damage Resolution

Should there be any property damage, we follow specific procedures to resolve the issue. The Foreman on the job site will notify the resident and the Inspector immediately.

If the resident is not at home, then we will leave a WCA card with instructions to call our Claims Coordinator in our corporate office. The ultimate goal at each work site is to leave the property in the same condition as when we entered. We will notify the Agency Representative immediately of any damage to private property, including plans for corrective measures to be implemented within 48 hours.

Any activities found by the Agency to be unacceptable will be rectified immediately. All other **complaints will be abated or resolved within twenty-four (24) hours** of the occurrence. We have teams specifically assigned for handling damage to properties, both private and public. Through our communication system, we can dispatch either team and have them respond immediately to the site for proper repair.

We pride ourselves on professional workmanship to avoid incidents like this; however, should one occur, we take all appropriate measures to resolve the matter in a timely and efficient manner.

Protection of Public and Private Property

WCA will provide all necessary safety measures to protect the public and workers in the work area. We will maintain good public relations at all times, and the work will be conducted in a manner that will cause the least disturbance.

Safety & Training

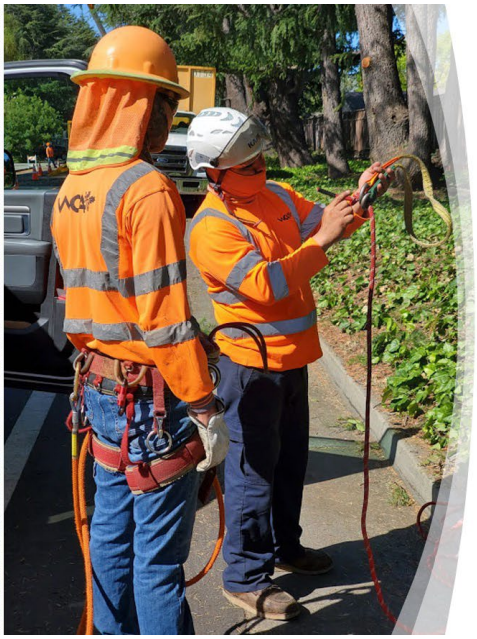
Safety Program

Safety standards are top priority at WCA. Our line of work demands that all work be performed in a manner that provides the maximum safety to the general public and our employees. Our crews are instructed to follow the ANSI Z133.1 safety standards and Cal-OSHA requirements. We have one of the most extensive safety training programs in the industry. We provide our employees with state-of-the-art training tools and company-wide instructional sessions. Our insurance carriers and Cal-OSHA have recognized us repeatedly for outstanding safety training efforts.

We have a full-time Safety & Training Manager, Dane Jensen, who is professionally trained in horticulture (his qualifications are listed below). As WCA's Training Manager, Dane is responsible for staying up to date on all tree-related industry standards related to safety and the wellness of our employees and the public we serve. Training materials are regularly reviewed and updated to ensure WCA employees receive the proper education, instruction, and hands-on experience needed to perform their day-to-day activities safely and efficiently. Training topics include a full circle from proper pruning techniques, arboriculture, to customer service, and everything in between.

- **ISA Certified Utility & Municipal Arborist #WE-12014A**
- **ISA Skills Test Evaluator—TW Climber**
- **TCIA Certified Treecare Safety Professional #3303**
- **ISA Tree Risk Assessment Qualification #E4068**
- **American Heart Association BLS and First Aid Instructor**





Our line of work demands that all work is performed in a manner that provides the maximum safety to the general public as well as our employees.

Public Convenience and Safety

WCA will comply with any and all local sound control and noise level rules, regulations, and ordinances that apply to any work performed in the contracted area. All work will cease by 5:00 pm or as directed by the City (excluding emergency services).

Safety Performance and Accountability

WCA maintains a comprehensive safety program supported by:

- ANSI Z133 and Cal-OSHA compliance
- Dedicated Safety & Training Manager (Mr. Dane Jensen)
- Routine field audits and crew inspections
- Telematics technology also supports WCA's safety program by monitoring driver behavior and vehicle operation. This proactive approach helps reduce accidents, improve driver safety, and minimize public risk.

Measured Safety Performance:

- Experience Modification rating (EMR) below industry average
- Documented incident reduction trends
- Ongoing training and certification compliance

Risk Reduction for the City:

- Reduced liability exposure
- Safer public work zones
- Documented compliance for all operations

Traffic Control

Traffic control procedures will be set up in accordance with the Work Area Traffic Control Handbook (WATCH) and the State of California Manual of Traffic Controls and the Agency Traffic and Safety Operating Rules. **WCA holds a Class C31 (Traffic Control) license**. Every effort will be made to keep commercial driveways and passageways open to the public during business hours. High-visibility arrow board(s) will be used when needed. Prior to use, the Agency will approve traffic safety equipment and devices. Pedestrian and vehicular traffic shall be allowed to pass through the work areas only under conditions of safety and with as little inconvenience and delay as possible. Unless the work area is barricaded or otherwise kept safe, at least one worker will coordinate safe operations on the ground during work.

ATSSA
SAFER ROADS SAVE LIVES



WCA is dedicated to health and safety for trees, employees, and the community.

EQUIPMENT

Our modern fleet undergoes daily inspection prior to use to ensure efficiency and safety. All equipment is routinely serviced, painted, and detailed. All equipment used during this project will meet state and federal safety requirements and have all required certifications.

CHP Biennial Inspection of Terminal Certification

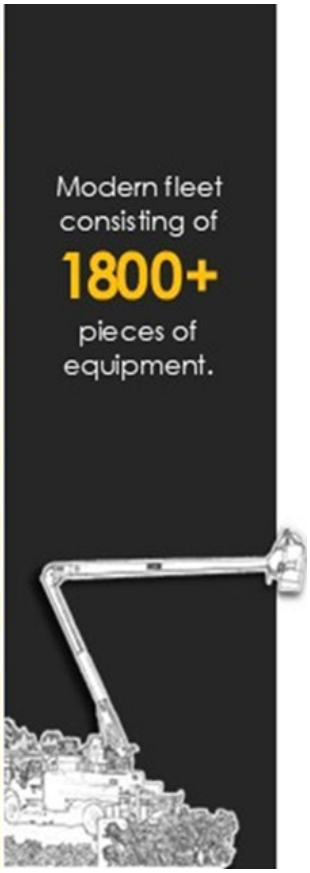
We have successfully been awarded the **CHP Biennial Inspection Award of Recognition**. This inspection has assisted our company in instituting several safety programs, including our Preventive Maintenance Program, which is utilized by our in-house fleet department. The inspection reviews our vehicle maintenance and repair records, our procedural methods, and policies for vehicle maintenance and operations. This certification ensures that our vehicles operate safely.

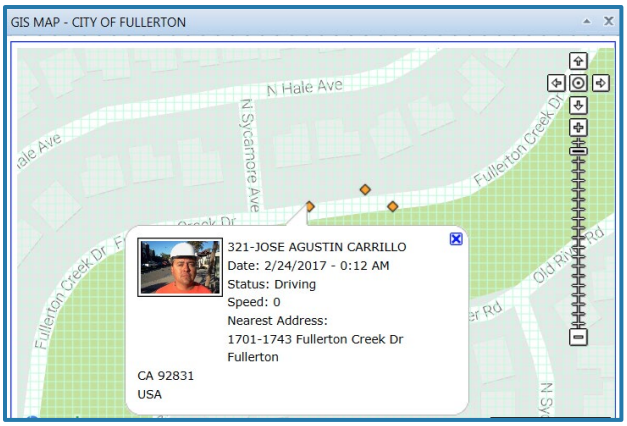
Telematics (GPS)

WCA has partnered with Geo-Tab to provide **GPS units on all vehicles and equipment**. This investment has given our customers and us the following benefits:

- Provide faster response times and more efficient routing, allowing us to service more customers
- Lower operational costs by optimizing our fleet size, reducing labor, overtime, and insurance, and minimizing costly vehicle repairs
- Decrease fuel use by monitoring fleet fuel economy and saving on unnecessary fuel expenditures
- Reduce emissions by helping drivers improve their habits, such as speed and idle time, and reducing total miles driven, which will significantly reduce harmful greenhouse gas emissions
- Improve dispatching with landmarks and driving directions, GPS units help us to better dispatch so that we can service more customers, faster
- Recover stolen vehicles, reducing liability costs which can be passed on to customers

Equipment List Summary	
Pick Up Trucks	458
Aerial Lift Devices	396
90-ft Aerial Devices	18
Dump Trucks	237
Flat Beds	51
Field Service Trucks	37
Arrowboards	102
ATVs	14
Stump Grinders	72
Loaders / Bobcats	111
Rubber Track Loader	2
Root Pruners	2
Roll off Trucks	67
Saw Mill	4
Log Skidder	4
Back Hoes	1
Brush Chippers	214
Cranes	9
Horizontal Grinder	1
Tub Grinder	1
Masticator	1





In-House Fleet Maintenance

We currently have **more than 1,800 pieces of fairly new equipment**, enabling us to replace equipment immediately should unforeseen mechanical problems arise. We employ over **80 full-time mechanics** who perform an in-house fleet maintenance program. This allows our equipment to remain in good operating condition, which is necessary to meet the City's needs. Our mechanics generally work on a single line of equipment, and by keeping it as uniform as possible, they really get to know it inside and out, minimizing downtime. Equipment is assigned to different crews, and if the crew is shared with another contract, the equipment will be as well.

Preventative Maintenance Program

All WCA equipment goes through our Preventative Maintenance program. From our solar-powered arrow boards to our Freightliner Roll Off trucks. Our mechanics generally work on a single line of equipment, and by keeping it as uniform as possible, they really get to know it inside and out, minimizing downtime.

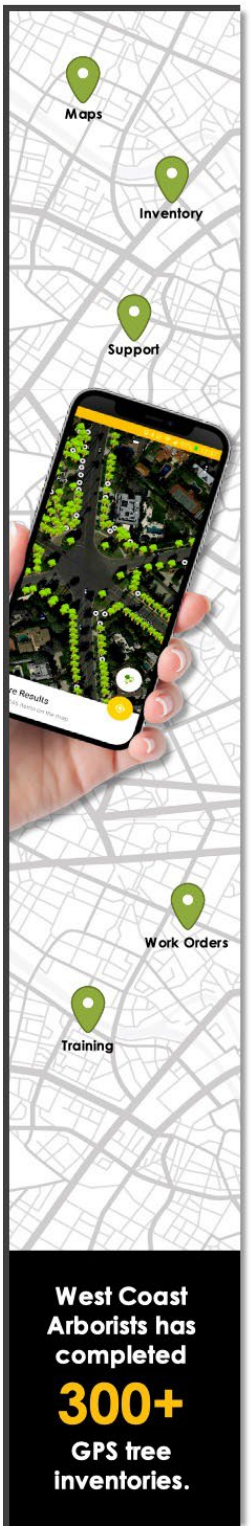
Sustainability

Over the last few years, we have invested heavily in new equipment to keep our fleet modern, comply with state requirements, meet demand, and reduce our environmental impact. We understand, with a fleet as large as ours, that we are responsible for the emissions our vehicles produce and actively work to monitor and reduce our carbon footprint.



Through our ability to dedicate specific pieces of equipment for this project, we believe it will lead to a successful program.

TECHNOLOGY & INFORMATION MANAGEMENT



ArborAccess

WCA will provide and operate ArborAccess, its web-based computerized tree inventory and asset management system, **at no cost to the City**, in full compliance with RFP requirements, and which directly satisfies the City's requirements for:

- Tree inventory management
- Work order tracking
- Real-time reporting
- Historical maintenance records

Benefits to the City:

- Full visibility into all work performed
- Reduced administrative workload
- Real-time contract performance tracking
- Transparent and defensible reporting

ArborAccess Features

Create work orders
View tree site details
View work history
View invoices
Mobile app
Live data
GIS/GPS mapping
Recycling reports

Inventory Methodology and Professional Standards

The inventory update will be carried out using a limited visual inspection method following: ANSI A300 Tree Care Standards, ANSI Z133 Safety Standards, International Society of Arboriculture (ISA) tree inventory best management practices, and industry-recognized municipal tree inventory protocols. Each tree and vacant planting site will be updated to ensure full compatibility with the City's GIS base layers, including streets, parcels, addresses, rights-of-way, and hardscape datasets, as required by the RFP.

Inventory Staffing, Quality Control, and Data Integrity

Tree inventory work will be completed by WCA's dedicated tree inventory and plant health care staff, drawing from **a pool of 20+ trained and certified personnel, including: ISA Certified Arborists, TRAQ-qualified arborists, Board Certified Master Arborists (BCMA), Wildlife-trained personnel, Qualified Applicator License (QAL) holders,** and various additional industry certifications and licenses. An experienced Inventory Supervisor will oversee data collection and perform ongoing quality assurance and quality control (QA/QC) to ensure accuracy, consistency, and compliance with City and RFP standards. Inventory data will be updated in real time in the field, enabling real-time tracking of changes and ensuring the City always has access to the latest information.

WCA's Telematics Program

WCA utilizes an advanced telematics program integrated across its fleet and operations to enhance efficiency, accountability, safety, and service delivery for the City.

WCA's telematics system provides **real-time visibility into field operations**, allowing management to monitor vehicle location, crew activity, routing efficiency, and equipment utilization throughout the workday. This level of oversight ensures that operations are performed efficiently and in alignment with City priorities.

Operational Efficiency and Routing

Telematics data is used to optimize daily routing and crew deployment, reducing travel time between job sites and improving productivity. By analyzing route patterns and field activity, WCA can:

- Minimize non-productive travel time
- Improve scheduling accuracy and adherence
- Increase the number of work orders completed per day
- Reduce fuel consumption and operating costs

This results in more efficient service delivery and better overall value to the City.

Safety Enhancement

Telematics technology also supports WCA's safety program by monitoring driver behavior and vehicle operation.

- Tracking of driving patterns such as speed, braking, and idling
- Identification of unsafe driving behaviors
- Reinforcement of safe driving practices through training and coaching

This proactive approach helps reduce accidents, improve driver safety, and minimize risk to the public.

Fleet Management and Maintenance Support

Telematics data is integrated into WCA's fleet management program to support preventative maintenance and equipment reliability.

- Monitoring of engine hours, usage, and performance
- Scheduling of maintenance based on actual equipment utilization
- Early identification of potential mechanical issues

This ensures that equipment remains in optimal condition and reduces the likelihood of unexpected breakdowns.

WCA's IT Staff

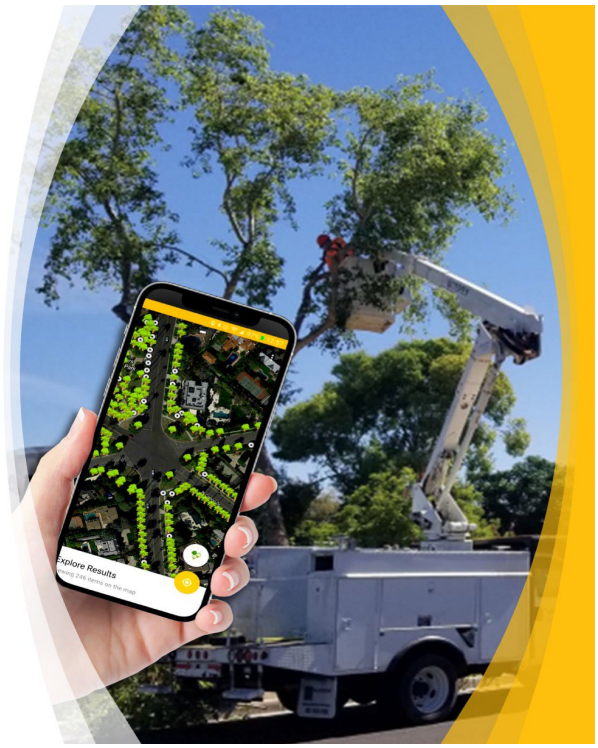
WCA's technology platforms are supported by a dedicated **in-house IT and GIS team of over 10 full-time professionals** with expertise in enterprise systems, GIS integration, mobile applications, and data security. Team credentials include Microsoft Certified Professionals, GIS specialists, FAA-certified remote pilots, and telematics installers, ensuring ArborAccess and related systems are continuously maintained, improved, and fully compatible with municipal GIS environments. This internal expertise enables WCA to deliver responsive technical support, maintain data integrity, and foster ongoing innovation throughout the contract lifecycle.

Data Collected for Each Tree and Vacant Site

WCA will build on the City's existing inventory database. All current data points will be reviewed and updated as needed, and new records will be added for trees and vacant sites not yet included. The inventory will, at a minimum, include all required RFP fields and any additional attributes mutually agreed upon with the City. The final set of inventory fields will be determined during a pre-start scope refinement meeting to ensure they align with the City's reporting needs, management objectives, and long-term urban forest planning goals.

Mobile Application with Detailed Tree Site Characteristics

The advanced technology provides a valuable tool to urban forestry professionals by displaying specific tree site information along with a representative photograph of the species type and a recommended maintenance field. ArborAccess' built-in quality control features assist in data accuracy. As maintenance is performed, the work history is updated and accompanied with bi-weekly invoices. This process eliminates the need for dual-inputting and helps keep the tree inventory current and accurate.

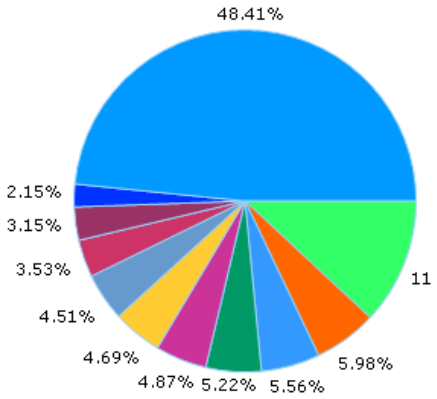


Tree Maintenance Records

Accurate maintenance records for each location oftentimes can assist the City with liability claims. Maintaining a detailed history of work performed at each location demonstrates good faith in preserving each location's urban forest. It is imperative that work requests be pulled from the system before work is performed.

Sample: Species Frequency Report

The Species Frequency report can assist the City in identifying the tree population within the urban forest. This type of information is valuable in the event of an insect infestation, a deadly disease, or even in estimating future maintenance costs. In addition, an analysis can be conducted to evaluate the performance history of a particular species within your Agency.



	Top 10 Species
	11.94% MEXICAN FAN PALM
	5.98% LONDON PLANE
	5.56% JACARANDA
	5.22% SOUTHERN MAGNOLIA
	4.87% INDIAN LAUREL FIG
	4.69% CANARY ISLAND PINE
	4.51% CANARY ISLAND DATE PALM
	3.53% CHINESE ELM
	3.15% RAYWOOD ASH
	2.15% VICTORIAN BOX
	48.41% OTHER

Detailed Reporting Options		
Inventory	**Work History**	**District Frequency**
View Invoices	**Work Type by District/Zone**	**Species Frequency** (sample above)
Job Balances	**DBH Frequency**	**All Trees at an Address**
Recycling	**Height Frequency**	**Estimated Tree Value**



West Coast Arborists, Inc.

WILDLIFE, GREEN WASTE & COMMUNITY

Wildlife Protection

We have a full-time **Biologist, Ms. Lissette Rios,** on staff whose responsibilities include writing reports, pre-work bird assessments, and training crews on current bird nesting laws as well as BMPs for tree maintenance. The protection of birds, especially during nesting season, is critical to providing responsible tree maintenance and her experience, training and skilled eye have proven to be a great asset to our team. Our safety and training department has committed to working with wildlife preservation associations and played a key role in the establishment of the Tree Care for Birds and Other Wildlife BMP that is used in the tree care industry.



Recycling

WCA's commitment to be a socially responsible corporate partner to our customers and communities is exemplified in our Recycling Program. With the steadily increasing concern for the ecological health of our communities, WCA has embarked on a landfill diversion process in which all material is taken to recycling facilities for use in the production of soil amendments. We are committed to taking all recyclable materials removed from trees trimmed during this project to a recycling center for processing. Verification of amounts recycled will be obtained and reported by WCA via ArborAccess to meet the State's goals for reducing landfill use.

MULCH is made from coarse-ground branches and leaves. It should be spread on the ground at a rate of six to twelve inches for the best effect. Fresh mulch will deplete nitrogen at the soil surface, reducing weed growth. Once the mulch has decomposed, it returns nitrogen to the soil, which helps improve soil quality for plants. WCA processes a large amount of tree debris and uses it in large-scale mulching projects to establish native plants in open space areas.

COMPOST is made from fine-ground branches, leaves, or other organic material. When mixed with oxygen and water, the organic material will decay or "compost." Finished compost is excellent for turning into the top layer of soil and will add nitrogen and increase the soil's water-holding capacity. You can make compost at home in a pile in your yard or in a bin that you make or purchase. Large-scale composting is done at regional recycling facilities.

FIREWOOD is traditionally the most common use of large branches and logs. Firewood is used to heat homes during the winter months. WCA takes the logs to our yard, where they are then chopped into usable firewood.

Arbor Day Advocates & Community Involvement

WCA participates in over 100 Arbor Days, Earth Days, and other community events annually by providing educational presentations, tree plantings, and sponsorships. As a community partner, we understand the importance of teaching youth about the benefits of trees not only to better our environment but to ensure our urban forests are maintained for years to come.



Partnering with the City of Tracy to support urban forestry initiatives during its Arbor Day celebration.

Community Partnerships

WCA has partnered with ***Invest From the Ground Up*** and the ***Western Chapter International Society of Arboriculture*** to plant trees across California under their newest initiative – **Cool Parks**. With a generous grant from CAL FIRE, the Cool Parks team is working alongside partner cities and nonprofits to **bring 2,500 trees to California's disadvantaged and low-income communities**, organize a CA Tree Team workshop, and engage residents to learn and care about the trees in their city.

Prior to the **"Cool Parks" campaign**, WCA participated in the CIRCLE (California Initiative to Reduce Carbon and Limit Emissions) campaign since its launch in October of 2016. Each round of tree planting events has provided thousands of trees to communities across California. The trees planted have the potential to sequester millions of pounds of CO_2.

These events are valuable to California communities by generating thousands of volunteers, improving air quality, and educating the local community about proper tree planting techniques. Together, we can grow the urban forest for a more sustainable future.

STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Consideration of Bid Award for Elm Ave Tree Well Replacement Project (7th to Van Ness)
Meeting Date:	Thursday, September 17, 2026
From:	Sean Brewer, City Manager
Prepared by:	Jesse Barron, Assistant City Manager

I. RECOMMENDATION:

It is recommended that the Coalinga City Council award a Contract in the amount of $108,594.73 to Terra General Engineering, LLC for the Elm Ave Tree Well Replacement Project (7th to Van Ness). It is also recommended that a contingency of 10% ($10,859.00) be included in the Council action to cover any unforeseen incidentals for a total authorization amount of $119,453.73.

II. BACKGROUND:

The Coalinga City Council approved the City Engineer Task Orders for Design to proceed with Construction for the Elm Ave Tree Well Replacement Project (7th to Van Ness).

III. DISCUSSION:

The installation of tree wells along Elm Avenue will significantly enhance the overall appearance of the corridor by creating a more attractive, cohesive, and inviting streetscape. In addition to providing designated spaces for trees and landscaping, the tree wells will help organize and improve the pedestrian environment while reducing the amount of ongoing maintenance required around existing trees. By establishing defined planting areas, the project can minimize conflicts with surrounding pavement, reduce weed growth and landscaping upkeep, and promote healthier, more sustainable tree growth. Overall, the improvements will beautify Elm Avenue while providing a practical, long-term solution that reduces maintenance needs and enhances the quality of the public right-of-way.

City Staff received and opened 4 bids for this project on 9/1/2026, at 2:00pm. Terra General Engineering, LLC was the apparent low bidder with a total bid proposal of $108,594.73. The Engineer's Estimate was $129,897.00. The entire bid summary is included as Attachment "A". Terra General Engineering, LLC, has furnished the required bid bond. If the City Council decides to award the project to Terra General Engineering, LLC, and the "Notice to Proceed" is issued, the Contractor will have Thirty (30) working days to complete the work. The following is a tentative schedule:

Award of Contract: September 17, 2026
Start of Construction: October 13, 2026
Completion of Construction: November 24, 2026

IV. ALTERNATIVES:

The alternative to this council action would be to reject all bids. If all bids are rejected, the City would have to re-advertise or cancel the project. Staff believes that re-advertising the project will not result in lower bids.

V. FISCAL IMPACT:

Total authorization request for this contract is $108,594.73 with an additional 10% contingency of $10,859.00 for a total of $119,453.73. This project will be funded using Measure C Flexible Funds. There are sufficient funds overall for this project, however a budget adjustment will need to be made at a later time.

There will be no impact to the general fund.

ATTACHMENTS:

	File Name	Description
🗋	PW_25-006_Bid_Summary.pdf	Bid Summary

City of Coalinga
Project: 25-006 Elm Ave Tree Well Replacement Project (7th to Van Ness)
Date: Tuesday, September 1, 2026

ATTACHMENT "A" Bids 1-4

Base Bid Items					1 Terra General Engineering LLC		2 Harris Development Corp		3 WABO Landscape & Construction		4 Marina Landscape, Inc.	
Item	*Description*	*Unit*	*Qty.*	*Engineer's Est.*	*Unit Price*	*Extension*	*Unit Price*	*Extension*	*Unit Price*	*Extension*	*Unit Price*	*Extension*
1	MOBILIZATION / GENERAL REQUIREMENTS	LS	1	$ 6,000.00	$ 9,624.76	$ 9,624.76	$ 12,904.00	$ 12,904.00	$ 14,000.00	$ 14,000.00	$ 17,000.00	$ 17,000.00
2	WORKER SAFETY	LS	1	$ 400.00	$ 2,062.38	$ 2,062.38	$ 564.00	$ 564.00	$ 1,000.00	$ 1,000.00	$ 2,000.00	$ 2,000.00
3	TRAFFIC CONTROL	LS	1	$ 4,800.00	$ 8,623.79	$ 8,623.79	$ 15,579.00	$ 15,579.00	$ 10,220.00	$ 10,220.00	$ 3,000.00	$ 3,000.00
4	DUST AND EROSION CONTROL	LS	1	$ 1,700.00	$ 5,187.14	$ 5,187.14	$ 1,005.00	$ 1,005.00	$ 9,300.00	$ 9,300.00	$ 10,500.00	$ 10,500.00
5	TREE WELL EXCAVATION	SF	1286	$ 10,288.00	$ 28.67	$ 36,871.36	$ 28.17	$ 36,226.62	$ 12.50	$ 16,075.00	$ 30.00	$ 38,580.00
6	2" FLEXIBLE POROUS PAVEMENT AND 4" CRUSHED STONE	SF	1286	$ 90,020.00	$ 26.95	$ 34,653.52	$ 38.66	$ 49,716.76	$ 50.00	$ 64,300.00	$ 55.00	$ 70,730.00
7	24 INCH BOXED CHINESE ELMS TREES	EA	11	$ 10,175.00	$ 573.81	$ 6,311.89	$ 619.66	$ 6,816.26	$ 1,600.00	$ 17,600.00	$ 2,000.00	$ 22,000.00
8	TREE WATERING SYSTEM WITH BUBBLER	EA	22	$ 6,050.00	$ 167.95	$ 3,694.92	$ 219.70	$ 4,833.40	$ 200.00	$ 4,400.00	$ 250.00	$ 5,500.00
9	1" SCH. 40 PVC IRRIGATION LINE	LF	58	$ 464.00	$ 44.22	$ 2,564.97	$ 174.64	$ 10,129.12	$ 30.00	$ 1,740.00	$ 80.00	$ 4,640.00
Base Bid Summary				**$ 129,897.00**		**$ 109,594.73**		**$ 137,774.16**		**$ 138,635.00**		**$ 173,950.00**

STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Approval of First Addendum to the City Manager Employment Agreement
Meeting Date:	Thursday, September 17, 2026
From:	Mario Zamora, City Attorney
Prepared by:	Mario Zamora, City Attorney

I. RECOMMENDATION:

Staff recommends that the City Council approve the First Addendum to the City Manager Employment Agreement between the City of Coalinga and City Manager Sean Brewer, providing for a 3.5% salary adjustment, and authorize the Mayor to execute the Addendum on behalf of the City.

II. BACKGROUND:

On July 17, 2025, the City Council approved an Employment Agreement with Sean Brewer to serve as City Manager for the City of Coalinga. The Agreement established the terms and conditions of employment and provides for an annual performance evaluation by the City Council, including discussion of performance, goals, objectives, and potential compensation adjustments.

The current Employment Agreement extends through July 31, 2029.

Following completion of the City Manager's annual performance evaluation, the City Council discussed an adjustment to the City Manager's compensation. The proposed First Addendum reflects the compensation adjustment resulting from that evaluation.

III. DISCUSSION:

The proposed First Addendum amends Section 4, "Salary," of the City Manager Employment Agreement to provide for a 3.5% salary increase.

The City Manager's current annual salary is $195,000, or $16,250 per month. Under the proposed Addendum, the annual salary will increase to $201,825, equivalent to $16,818.75 per month.

The Addendum modifies only Section 4 of the Employment Agreement. All other terms, conditions, benefits, and provisions of the original Employment Agreement remain unchanged and in full force and effect.

Approval of the Addendum will formalize the compensation adjustment agreed upon following the City Manager's annual performance evaluation.

IV. ALTERNATIVES:

- Do not approve the amendment to the City Managers contract.

V. FISCAL IMPACT:

The 3.5% salary adjustment increases the City Manager's base salary by $6,825 annually, from $195,000 to $201,825. Additional employer costs associated with salary-based benefits and payroll obligations will increase accordingly. Funding for the adjustment will be provided through the City Manager Department personnel budget.

ATTACHMENTS:

File Name	Description
coalinga-city-manager-contract-addendum_2026.docx	City Managers Contract Addendum
City_Manager_Employment_Agreement_(Final)_FULLY_EXE_071725.pdf	City Manager Initial Contact 2025

CITY OF COALINGA

FIRST ADDENDUM TO AGREEMENT FOR EMPLOYMENT OF CITY MANAGER

This First Addendum to Employment Agreement ("Addendum") is made and entered into by and between the **City of Coalinga** ("City"), a municipal corporation, and **Sean Brewer** ("Employee").

RECITALS

WHEREAS, the City and Employee entered into an Employment Agreement ("Agreement") effective July 17, 2025; and

WHEREAS, the Agreement is effective through July 31, 2029; and

WHEREAS, following a satisfactory performance evaluation, the City and Employee have agreed to amend the terms of the Agreement to reflect a salary increase of three and a half percent (3.5%); and

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants herein contained, the parties agree as follows:

TERMS

1. Amendment of Section 4. Section 4 of the Agreement, titled "SALARY," is hereby amended in its entirety to read as follows:

> **"SECTION 4. SALARY.** City shall pay Employee a monthly salary of **$16,818.75** (equivalent to an annual salary of **$201,825.00**) for services rendered, payable in installments at the same time that other employees of City are paid. Such compensation shall be adjusted for payroll taxes, workers' compensation, and other payroll-related liability costs."

2. Effect of Addendum. Unless otherwise amended by this Addendum, all other terms, conditions, and provisions of the original Employment Agreement effective July 17, 2025, shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the City has caused this First Addendum to the Employment Agreement of City Manager to be signed on its behalf by its Mayor and duly attested by its City Clerk, and Employee has signed and executed this Addendum on the date written below.

EMPLOYEE:

Dated: _____, 2026

_____
SEAN BREWER
City Manager

CITY:
City of Coalinga, a municipal corporation

Dated: _____, 2026

By: _____
NATHAN VOSBURG
Mayor

ATTEST:

By: _____
SHANNON JENSEN
City Clerk

APPROVED AS TO FORM:

GRISWOLD, LaSALLE, COBB, DOWD & GIN, L.L.P.
City Attorneys

By: _____
MARIO U. ZAMORA
City Attorney

Docusign Envelope ID: F749D9BF-ED61-4309-8FBF-BCE23B6EBD79

CITY OF COALINGA
CITY MANAGER EMPLOYMENT AGREEMENT

* * * * *

This Employment Agreement ("**Agreement**") is effective the 17th day of July, 2025, and is made by and between the City of Coalinga, California, a municipal corporation ("**City**"), and Sean Brewer ("**Employee**").

SECTION 1. DUTIES.

City hereby employs Employee as City Manager to perform the functions and duties specified in the laws of the State of California and Ordinances and Resolutions of the City, and to perform such other duties and functions as the Coalinga City Council ("**Council**") shall from time-to-time assign.

Employee and Council acknowledge that the duties of the City Manager are not confined to a standard 9-to-5 or 4-10 work schedule and may require work outside of typical City Hall operating hours, including evenings and weekends, as needed to fulfill the responsibilities of the position. As an exempt employee, the Employee's work schedule shall maintain a degree of flexibility to accommodate the demands of the role, without adherence to fixed daily or weekly hours, provided the responsibilities are met in the determination of the Council.

SECTION 2. TERM OF AGREEMENT.

Employee's employment as City Manager shall commence July 17, 2025 and terminate July 31, 2029 unless otherwise extended.

SECTION 3. TERMINATION OF AGREEMENT.

A. Employee shall serve as City Manager at the pleasure of the Council and shall be an "AT-WILL" employee of City.

B. Either party may terminate this Agreement immediately for cause by providing written notice to the other party.

C. Either party may terminate this Agreement for no cause by providing fourteen (14) calendar days' prior written notice to the other party.

D. If termination occurs without cause, the Employee shall be entitled to six (6) months severance if terminated before July 31, 2027 and nine (9) months if terminated thereafter.

E. Termination without cause during any point of the contract shall not occur during the period that starts with the day of the first council meeting attended by a newly appointed or elected city council person and ending 180 days later.

- For purposes of this Agreement, "cause" shall include, but not be limited to: gross misconduct, willful neglect of duty, fraud, embezzlement, conviction of a felony or any crime involving moral turpitude, material breach of any provision of this Agreement, or repeated failure to comply with lawful directives of the Council after written notice and a reasonable opportunity to cure.

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F. Termination with or without cause shall be by a majority of the council.

SECTION 4. SALARY.

City shall pay Employee a monthly salary of $16,250.00 (equivalent to an annual salary of $195,000.00) for services rendered, payable in installments at the same time that other employees of City are paid. Such compensation shall be adjusted for payroll taxes, workers' compensation, and other payroll-related liability costs.

The Council shall conduct an annual performance evaluation of the Employee. The initial performance evaluation shall occur within twelve (12) months of the effective date of this Agreement, and annually thereafter. The purpose of such evaluations is to provide feedback on performance and to discuss goals, objectives, and compensation adjustments, including potential salary increases, for the upcoming year.

SECTION 5. BENEFITS AND LEAVE.

City shall provide the following benefit during this agreement:

- City will maintain Employee's enrollment in the Public Employees' Retirement System ("PERS"), and City will pay the employer's required contribution. Employee shall pay, at his sole cost, the full employee contribution to PERS. City will maintain Employee's current PERS retirement program as a Classic CalPERS member at 2% @ 55 PERS retirement program. Retirement formula designation is based on Employee's CalPERS service date.

- City will continue to provide term life insurance for Employee in the amount of TWO HUNDRED THOUSAND DOLLARS ($200,000.00).

- City will pay for the Employee's annual membership to the International City/County Management Association (ICMA), up to $1,200 per year.

- City shall provide Employee with a cell phone allowance of $115.00 per month.

- City shall contribute an amount equal to eight percent (8%) of the Employee's monthly salary to the Employee's 457 deferred compensation plan.

- City shall provide Employee with ninety-six (96) hours of "Admin Hours" per calendar year to be used within that calendar year.

- Employee shall continue to accrue vacation leave at the rate of 160 hours annually (equivalent to 20 vacation days). Employee shall have the option to cash out up to eighty (80) hours of accrued vacation per contract year.

- City will pay the full cost of health, dental, and vision insurance coverage for the Employee and their dependents.

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- Except in an emergency, Employee will not be required to work on holidays.

SECTION 6. CREDIT CARD.

City will provide to Employee a State of California purchasing card (CalCard) that Employee may utilize for City-related expenses. Employee shall only use City's CalCard for City-related business and in accordance with State law and regulations and the City's purchasing card policy, the terms of which are incorporated herein by reference. Any misuse of City's CalCard shall be grounds for discipline, including surrender of CalCard and/or immediate termination of employment for cause. Any legal expenses incurred by the City as a result of Employee's misuse of CalCard shall be reimbursed by Employee.

SECTION 7. NOTICES.

Notices pursuant to this Agreement shall be in writing given by deposit in the custody of the United Stated Postal Service (certified mail, return receipt requested) or deposit in the custody of a nationally recognized delivery service, addressed as follows:

CITY:	EMPLOYEE:
City of Coalinga Attn: Mayor 155 W Durian Ave Coalinga, CA 93210	(Notices submitted to Employee will be sent to Employee's home address on record with the City's Human Resources division.)

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to the civil judicial process. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission of the United States Postal Service or nationally-recognized delivery service. Notice mailed must include/utilize delivery confirmation or the equivalent service offered by the delivery service at the time notice is mailed.

SECTION 8. GENERAL PROVISIONS.

A. The text herein shall constitute the entire agreement between the parties, and supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the employment of Employee by City. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by either party, or anyone acting on behalf of either party, which are not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding on either party.

B. This Agreement shall not be assignable by either party without the express written consent of the other.

C. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

D. Any modification of this Agreement will be effective only if it is in writing and signed by both Employee and City.

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E. No waiver or any breach of any term, condition or provision of this Agreement shall constitute a waiver of any other breach of any other term, condition or provision and no consent of one party to any departures by the other shall be effective unless such waiver shall be in writing and shall be signed by the non-waiving party or a duly authorized agent thereof and the same shall be effective only for a period, on the conditions, and for the specific instances and purposes specified in such writing. No notice to or demand on the non-waiver party in any case shall entitle the non-waiving party to any other or further notice or demand in similar or other circumstances.

F. This Agreement shall be governed by the laws of the State of California. The venue for any and all litigation arising from this Agreement shall be in the Superior Court for the County of Fresno, California, if in state court, or the United States District Court, Eastern District of California, if in federal court. If an action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees, costs, and necessary disbursements in addition to any other reasonable relief to which he may be entitled.

IN WITNESS WHEREOF, the parties have executed this Agreement in Coalinga, Fresno County, California.

EMPLOYEE

Dated: July 17th, 2025

SEAN BREWER

CITY

City of Coalinga, a municipal corporation

Dated: July 07/28/2025, 2025

By: _____
Nathan Vosburg
Mayor

APPROVED AS TO FORM:

GRISWOLD, LaSALLE, COBB,
DOWD & GIN, L.L.P., City Attorneys

By: Mario U. Zamora
MARIO U. ZAMORA

ATTEST:

By: Shannon Jensen
SHANNON JENSEN
City Clerk

STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Approval of Fresno Chapter SFR Sports Car Club of America (SCCA) Motorsports Event at the New Coalinga Municipal Airport and Authorization for the City Manager to Execute the Facilities Use Lease Agreement
Meeting Date:	Tuesday, September 17, 2026
From:	Sean Brewer, City Manager
Prepared by:	Mercedes Garcia, Senior Administrative Analyst

I. RECOMMENDATION:

City Manager recommends the City Council approve the use of the New Coalinga Municipal Airport for a non-aeronautical motorsports event and authorize the City Manager to execute a lease for facilities use with Fresno Chapter SFR Sports Car Club of America (SCCA).

II. BACKGROUND:

Fresno Chapter SFR Sports Car Club of America (SCCA) requested a non-aeronautical event at the New Coalinga Municipal Airport in March 2026.

Staff reviewed the proposed use and submitted a request to the Federal Aviation Administration (FAA) for a non-aeronautical event of the airport property. Approval of a non-aeronautical event was received from the FAA. The event remains subject to all applicable conditions, restrictions and requirements contained in the FAA approval. Airport rules and regulations applicable permits and the executed agreement between the City and SCCA.

III. DISCUSSION:

Fresno Chapter SFR Sports Car Club of America (SCCA) proposed to conduct an organized motorsports event consisting of automobile driving o a temporary course. The event will be conducted within a specially designated area approved by the Airport and will not interfere with active aircraft operations, aircraft movement areas or other protected aeronautical functions. The event area will be controlled during setup, operation, and teardown. Access to rested airport areas will be limited to authorized personnel event workers and emergency responders as appropriate.

Airport staff will coordinate with SCCA to ensure the event is conducted in a manner that protects the airport operations and public safety. SCCA will be responsible for event management and for ensuring that its participants, workers and spectators comply with the applicate event requirements. Conditions of approval include as applicable:

- Compliance with all airport rules, regulations, and security requirments
- Compliance with the conditions of the FAA approval
- Use of only the areas specifically authorized by the airport
- Appropriate separation between the even area and active aeronautical operations

- Controlled access to restricted areas
- Traffic, pedestrian, and spectator control
- Emergency access maintained throughout the event
- Proper installation and removal of temporary course equipment
- Protections of airport facilites

The proposed SCCA event provides a temporary use of designated airport property for a non-aeronautical motorsports activity. FAA review has been completed and approval has been received for the proposed use. The event may be accommodated without affecting the safe and efficient operation of the Airport. Staff recommends approval of the proposed SCCA event.

IV. ALTERNATIVES:

Do not authorize the City Manager to execute the proposed lease agreement.

V. FISCAL IMPACT:

The agreement will generate $1,000 in lease revenue for the Airport.

The City will also realize additional revenue associated with increased sales tax and hotel occupancy tax.

ATTACHMENTS:

File Name	Description
City_of_Coalinga-SCCA_Agreement_090926__.docx	City of Coalinga-Fresno Chapter SFR Sports Car Club of America Lease

CITY OF COALINGA USE AGREEMENT

New Coalinga Municipal Airport

THIS USE AGREEMENT ("Agreement") is entered into by and between the City of Coalinga ("City"), and Fresno Chapter SFR Sports Car Club of America, ("Lessee"), on the other hand. The City and Lessee shall individually be referred to as a "Party" and jointly referred to as the "Parties".

WITNESSETH

WHEREAS, the City controls, owns, operates, and maintains the New Coalinga Municipal Airport ("Airport") with the power to grant rights and privileges with respect thereto; and

WHEREAS Lessee desires to host and conduct a private Autocross event at the Airport.

NOW, THEREFORE, in consideration of the mutual covenants, terms, conditions, privileges, obligations and agreements herein contained, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties mutually undertake, promise and agree, each for itself and its successors and assigns, as follows:

AGREEMENT

1. **Definitions/Recitals.** The definitions and recitals set forth above are incorporated here by reference and made a part of this Agreement.

2. **Use of Premises**. Lessee shall have the exclusive right to use the Airport apron/tarmac property and/or facilities as shown and approved by City ("Premises") during the Term of this Agreement (defined below) for the purpose of hosting and conducting a private event known as Autocross ("Event" or "Activity"). The tarmac shall be utilized as is, without any changes or alterations by Lessee. Lessee may not use the Premises for any other purpose without the prior written approval by the City. In no event may Lessee use or permit the Premises to be used for any activity prohibited by federal, state, or local law.

3. **Term.** The term of this Agreement shall be from 6:00 a.m.to 6:00 p.m. PST on October 17th and 18th, 2026 ("Term"), unless terminated earlier as provided for in this Agreement or otherwise agreed to in a writing signed by the Parties. The Airport will not unreasonably withhold its consent to any reasonable extension of the Term requested by Lessee for the purpose of set up and tear down before and after the Event. Unless terminated earlier as provided for in this Agreement, Lessee will cease all Activity on the Premises upon expiration of the Term or the date of any extension of the Term agreed to in a writing signed by the Parties.

4. **Rents, Charges, and Fees**. As consideration for the rights and privileges granted by this Agreement, including without limitation the right to use the Premises, Lessee shall pay the Airport the following rents, charges, and fees:

    A. Surface use of apron/tarmac and other areas: $1,000 use fee,

    The Airport will invoice Lessee for the rents, charges, and fees after the completion of the Event, which shall be due and payable when billed.

5. **Clean Up.** Lessee shall be responsible for removing all personal property, trash, and debris from the Premises. Lessee shall be responsible for maintaining the Premises in a clean and orderly condition for the entire duration of the Term of this Agreement. Lessee is further responsible for all clean up of the Premises by the expiration of the Term of the Agreement. If Lessee fails to clean up the Premises and restore it to the same condition as it was upon commencement of the Term, the Airport may perform or cause to be performed such clean up and restoration and bill Lessee for the actual costs, which shall be due and payable when billed. Lessee will coordinate with the City of Coalinga and the Airport Manager for entry/exit of the airport days and weeks prior to and after the event for potential set-up and tear down, as well as any promotional pictures/videos/media that may need to be taken on the premises. Lessee will minimize impacts to airport operations during these activities.

6. **Other Charges.** Lessee shall be financially responsible for the repair or replacement of any City property damaged by any activity related to the Event or any activity of Lessee's employees, agents, representatives, or other person or entity which Lessee has control over. Lessee shall also be financially responsible for the repairs or replacement of any property of a third-party, who is unaffiliated with the Event, which is damaged by any activity related to the Event or any activity of Lessee's employees, agents, representatives, or other person or entity which Lessee has control over.

7. **Payments.** All payments and deposits required by this Agreement shall be made in lawful money of the United States of America payable to the City of Coalinga and delivered thereto.

8. **Condition of the Premises.** The City makes no representations or warranties, express or implied, regarding the condition, suitability, fitness, or compliance of the Premises with any federal, state, or local laws, ordinances, rules, or regulations. The Premises are otherwise provided to Lessee "AS IS, WHERE IS" and "WITH ALL FAULTS." Lessee acknowledges that it has had the opportunity to inspect the Premises and agrees that the Premises are suitable for the Event, except as otherwise documented in a writing signed by the Parties. Lessee ASSUMES ALL RISK of non-compliance of the Premises, or any part thereof, with any federal, state, or local laws, ordinances, rules or regulations, including, without limitation, any provision of the City Charter, City Code, ordinances, rules or regulations. Except as otherwise provided in this Agreement, Lessee shall not be entitled to any adjustment of any rents, charges, or fees due hereunder on account of the condition of the Premises or any failure of any of the component parts to be in working order or because of any necessity of Lessee to repair or take corrective actions with respect to any part thereof or because of the inability of obtaining or any delay in obtaining any required approvals from any governmental body having jurisdiction, including but not limited to City agencies.

9. **Special Event Permits.** Lessee is solely responsible for obtaining any special event permits or agreements required for the Event, if required.

10. **Other Permits/Licenses.** Lessee shall obtain and maintain in current status all proper licenses and permits required for the operation of their businesses, the Event, and the performance of Lessees' obligations under this Agreement.

11. **Additional Terms and Conditions.** Lessee agrees to the following additional terms and conditions for the Event:

    A. Coordination. Lessee will coordinate all activities on the airport premises with the Airport Manager, and will comply with all applicable federal, state and local regulations as well as the on premises logistical requirements outlined by the Airport Manager. During the event Runway 12-30 will remain active. Lessee will

accommodate the movement of aircraft to and from the hangars and Runway 12-30.

B. Spectators. Lessee shall limit the number of spectators admitted to five hundred (500) for the two-day Event. In addition to the permitted number of public spectators, each tenant shall receive entry to the Event.

C. Waivers. Lessee will ensure that all event participants, including drivers, crew members, volunteers, and spectators, execute a liability waiver naming the City as release.

D. Type of Event. The vehicles participating in the solo event will be limited to two vehicles on the apron/tarmac at a time.

E. Fire and Emergency Services. Aircraft Rescue and Fire Fighting ("ARFF") services will not be available to support the Event, and the Coalinga Fire Department will not be required to be on site. Lessee shall, at its sole cost and expense, develop and maintain an emergency response plan for the Event that addresses fire suppression, medical emergencies, and other reasonably foreseeable emergencies. Lessee shall ensure that appropriate emergency procedures and contact information are readily available throughout the Event and shall comply with all applicable requirements of the Coalinga Fire Department and other applicable emergency service providers.

F. Law Enforcement/Security Plan. Lessee shall, at its sole expense, develop and maintain an Event security plan. Security personnel and law enforcement presence will not be required to be on site unless otherwise determined necessary by Lessee based on the circumstances of the Event. Lessee shall ensure that appropriate procedures are in place to address security concerns, emergencies, and other reasonably foreseeable incidents during the Event

G. Parking Plan. Lessee agrees to prepare and implement a parking plan indicating the location of parking that will be available.

12. **Indemnification.** Lessee is responsible for any and all damages to property or injury to persons arising out of the exercise of the Agreement. It is further understood and agreed that Lessee voluntarily assumes all risk and liability for any damage or injury that may occur as a result of conducting any activity related to the Event, including any damage to Airport property or the property of others and hereby agree to indemnify, defend, and hold harmless the City and Airport, its officers, directors members of its City Council, agents, employees, and servants from and against any and all loss, damage, injuries, claims, causes of action, or liabilities that may be sustained as a direct or indirect result of Lessee's activities in connection with the Event. Lessee shall keep and hold City and its officers, directors, agents, servants, employees, and members of its Council harmless from any and all liabilities, losses, suits, claims, judgments, fines, penalties, demands or expenses, including all reasonable costs for investigation and defense thereof (including but not limited to attorneys' fees, court costs and expert fees), claimed by anyone by reason of injury or damage to persons or property sustained in or about the Airport, as a proximate result of the acts or omissions of Lessee, its agents, servants, or employees, or arising out of the operations of Lessee upon and about the Airport, excepting such liability as may result from the gross negligence of City, its officers, directors, servants, agents or employees; provided, however, that upon the filing of any claim with City for damages arising out of incidents for which Lessee herein agrees to hold City harmless, then and in

that event City shall notify Lessee of such claim and Lessee shall have the right to settle, compromise or defend the same. The indemnity provision set forth herein shall survive the expiration or early termination of this Agreement. Notwithstanding the provisions of this section, Lessee is not liable for any environmental claim, action, loss, damage, injury, liability, penalty, fine or attorney's fee attributable to: (i) a pre-existing condition on, under or about the Premises not previously occupied by Lessee; (ii) the acts of a third party that are not in any way connected with the Activity or Lessee's use and occupancy of the Premises or use of the Airport; or (iii) acts of the City, its officers, directors, servants, agents or employees that are not in any way connected to the Activity or Lessee's use and occupancy of the Premises or use of the Airport

13. **Insurance.** Lessee will procure and maintain in full force and effect, during the entire Term of this Agreement and any extension of the Term approved by the City in writing, the following insurance coverage for the purpose of indemnifying the City against any and all claims whatsoever for injury or damage to persons or property due to the Event, Lessee's use and occupancy of the Premises or use of the Airport, the actions or omissions of Lessee, or as a result of this Agreement in the following amounts:

    A. Comprehensive General Liability Insurance in the minimum amount of one million dollars ($1,000,000) combined single limit for bodily injury and property damage for each occurrence. The required insurance coverage will include Personal Injury and Damage to Rented Premises.

    B. Lessee agrees that the City will be named as additional insured on such policy or policies of insurance.

    C. A certificate or certificates evidencing such insurance coverage shall be filed with the Airport not less than thirty (30) days prior to the commencement date of the Term and said certificate(s) shall provide that such insurance coverage will not be canceled or reduced without at least thirty (30) days prior written notice to the City. The certificate must be signed by the insurance company's authorized representative.

    D. All policies of insurance will be on the ACORD form or other form provided by City, with a company or companies reasonably satisfactory to City.

    E. Lessee is responsible for ensuring the delivery of all certificates of required insurance to the Airport. Lessee will provide copies of any or all required insurance policies upon request by the Airport.

    F. Lessee hereby waives and releases any and all rights of recovery, claims, actions, or causes of action against the City of Coalinga, its officers, officials, council members, employees, agents, servants, and volunteers for any loss, damage, or injury to property or persons to the extent such loss, damage, or injury is covered by (or required to be covered by) any insurance policy maintained by Lessee pursuant to this Agreement. Lessee shall cause each insurance policy required hereunder to be endorsed with a waiver of all rights of subrogation against the City of Coalinga, its officers, officials, council members, employees, agents, servants, and volunteers for losses or claims arising out of or related to the Event, the Activity, or Lessee's use and occupancy of the Premises. This waiver of subrogation shall apply regardless of whether the City has received a formal waiver endorsement from Lessee's insurance carrier.

14. **Compliance with Law.** At all times during the term of this Agreement, Lessee will comply with all existing and future statutes, ordinances and regulations of federal, state, and local governmental bodies of competent jurisdiction that apply to or affect, either directly or indirectly, the Activity or Lessee's use of the Premises or obligations under this Agreement.

15. **Conduct on the Airport Property.** Lessee will ensure that all persons conducting or participating in the Activity on the Airport property obey all directions and requests of the Airport personnel, as well as all rules and regulations of the Airport. Lessee and all of their employees, agents, and representatives shall conduct themselves accordingly and in a professional manner while on the Airport property.

16. **Security Requirements.** Lessee shall comply with the Airport's security requirements as set forth in this Agreement and in the Airport Security Program and Aviation Regulations. Lessee shall also comply with the security requirements of all federal, state, and local authorities having jurisdiction.

17. **National Emergency.** This Agreement is subject to whatever right the United States Government now has, or in the future may have or acquire, affecting the control, operation, regulation, and taking over of the Airport or the exclusive or nonexclusive use of the Airport by the United States during the time of war or national emergency.

18. **Noninterference with Operation of the Airport**. Each Lessee agrees for itself, its successors, and assigns to prevent any use of the Premises that might interfere with or adversely affect the operation or maintenance of the Airport or the landing and taking off of aircraft at the Airport or otherwise constitute a hazard to aircraft or others.

19. **Right of Flight for Passage of Aircraft**. The City reserves for itself and for the use and benefit of the public a right of flight for the passage of aircraft in the airspace above the Premises including the right to cause in said airspace any noise and other intrusion as may be inherent in the operation of any aircraft used for navigation or flight through the said airspace or landing at, taking off from, or operating at the Airport.

20. **Airspace Rights and Requirements**. Except to the extent required for the performance of any of Lessee's obligations under this Agreement, nothing contained in this Agreement shall grant to Lessee any rights whatsoever in the airspace above the Premises. In that regard, the City reserves the right to take any action whatsoever that it considers necessary to protect the aerial approaches and departures of the Airport against obstruction, including but not limited to the right to prevent Lessee from erecting or permitting to be erected any building or other structure or growth of natural objects at the Airport and to require demolition or removal of structures upon the Premises that would constitute an obstruction to air navigation. Lessee acknowledges and agrees that the height of objects and other obstructions on the Premises, whether temporary or permanent, shall be restricted to a height that complies with all applicable Federal Aviation Regulations or other federal mandates. Lessee shall specifically comply with the notification and review requirements stated in 14 C.F.R. Part 77 if construction of a structure by Lessee is planned for the Premises or in the event of any planned modification or alteration by Lessee of any present or future structure situated on the Premises during the Term of this Agreement.

21. **Non-Exclusive Rights**. Nothing herein shall be construed to grant to Lessee any exclusive right or privilege within the meaning of the Federal Aviation Act of 1958, 49 U.S.C. § 14103(e), as the same may be amended from time to time, for the conduct of any aeronautical activity on the Airport, except that, subject to the terms and provisions of this Agreement, Lessee will have the right to exclusive use of the Premises leased to Lessee

under this Agreement.

22. **Authority to Execute**. The individuals executing this Agreement on behalf of Lessee personally warrant and represent to the Airport that they have full authority to execute this document on behalf of and to bind Lessee for whom they are acting herein.

23. **Assignment**. Lessee may not assign or otherwise transfer this Agreement or any right or obligation hereunder without the prior written consent of the City.

24. **Governing Law**. This Agreement is subject to and shall be interpreted under the laws of the State of California.

25. **Relationship of Parties**. All activity conducted pursuant to this Agreement shall be subject to the supervision of Lessee at all times, and as such, services shall not be provided by City or its agents as officers, employees, or agents of the City or the Airport. In the performance of Lessee's obligations under this Agreement, Lessee is at all times acting and performing as independent contractors, and the City will neither have nor exercise any control or direction over the manner and means by which Lessee perform their obligations under this Agreement. Lessee understands and agrees that Lessee and Lessee's employees, agents, servants, or other personnel are not City employees. Lessee's will be solely responsible for payment of salaries, wages, payroll taxes, unemployment benefits or any other form of compensation or benefit to Lessee or any of Lessee's employees, agents, servants or other personnel performing service under this Agreement. This Agreement is not intended by any of its terms, provisions, or conditions to create in the public or any individual member of the public a third party beneficiary relationship, or to authorize any person not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms, provisions, or conditions of this Agreement. Nothing contained herein shall be deemed or construed as creating the relationship of principal and agent, partners, joint ventures, or any other similar relationship between the Airport and Lessee hereto.

26. **Force Majeure.** No Party shall be responsible for delay or failure to perform any part of this Agreement if such delay or failure to perform is caused, directly or indirectly, by an occurrence beyond that Party's reasonable control. Unless the scheduled date for performance has passed and no rescheduling is possible, the affected Party must resume performing promptly when the circumstance that prevented performance ends.

27. **Amendment.** No amendment or modification of this Agreement is valid unless expressed in writing and executed by the Parties in the same manner as the execution of this Agreement.

28. **No Waiver; Severability**. The failure of a Party to insist in any instance upon the strict and punctual performance of any provision of this Agreement will not constitute a continuing waiver of such a provision. No Party will be deemed to have waived any right, power or privilege under this Agreement or any provision of this Agreement unless such waiver is in writing and duly executed by the Party to be charged with such waiver, and such waiver will be a waiver only with respect to the specific instance involved and will in no way impair the rights of the waiving Party or the obligations of any other Party in any other respect or at any other time. If any provision of this Agreement is waived or found to be unconstitutional, invalid, illegal, void, or unenforceable, the remaining provisions of this Agreement will be unaffected thereby and will remain binding and in full force and effect.

29. **Entire Agreement**. This Agreement constitutes the entire agreement between the Parties

with respect to the subject matter hereof, and supersedes all prior oral or written agreements and understandings that are different from the terms and conditions of this Agreement.

30. **Headings**. The headings appearing at the beginning of the several sections contained in this Agreement have been inserted for identification and reference purposes only and may not be used in the construction and interpretation of this Agreement.

31. **Counterparts.** This Agreement may be executed in counterparts, each of which is deemed an original, but which together shall constitute one and the same instrument. If this Agreement is executed in counterparts, no signatory is bound until all of the Parties named below have duly executed or caused to be duly executed a counterpart of this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the dates listed below to be effective as of the date signed by the City.

CITY OF COALINGA:

By: _____ Date: _____

Name: _____

Title: _____

Fresno Chapter SFR Sports Car Club of America (SCCA):

By: _____ Date: _____

Name: _____

Title: _____

STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Review of the Emergency Action for the Polk Street 6-Inch Water Main Replacement Pursuant to Public Contract Code Section 22050 and Determination, by a Four-Fifths Vote, That the Need for Emergency Action No Longer Exists
Meeting Date:	Thursday, September 17, 2026
From:	Sean Brewer, City Manager
Prepared by:	Jesse Barron, Assistant City Manager

I. RECOMMENDATION:

Review the status of the emergency replacement of the 6-inch water main on Polk Street and determine, by a four-fifths vote, that there no longer remains a need to continue the emergency action without competitive bidding pursuant to Public Contract Code Section 22050.

II. BACKGROUND:

On July 30, 2026, the City Council adopted Resolution No. 4347, declaring an emergency arising from the repeated failure of the 6-inch water main along Polk Street and authorizing its immediate replacement without competitive bidding pursuant to California Public Contract Code Section 22050.

The emergency declaration was based on approximately twelve breaks in the existing water main during Caltrans' Polk Street reconstruction project. These failures caused recurring water outages, required repeated emergency repairs, and reduced fire-hydrant pressure, creating a direct threat to public health, safety, and fire protection.

Following the Council's action, City staff coordinated with Caltrans and its contractor, Cal Valley Construction, to complete the emergency replacement. Because Cal Valley Construction was already mobilized within the project limits, the replacement could proceed immediately, minimizing additional disruption to the public and avoiding further delays to the roadway project.

Cal Valley Construction has completed the emergency replacement of the 6-inch water main. Accordingly, the conditions requiring continuation of the emergency action without competitive bidding no longer exist.

Pursuant to Public Contract Code Section 22050, the City Council must review the emergency action at each regularly scheduled meeting until the action is terminated. Because the emergency work is complete, staff recommends that the City Council determine, by a four-fifths vote, that there no longer remains a need to continue the emergency action and terminate the emergency authorization.

III. DISCUSSION:

Since the emergency declaration was adopted on July 30, 2026, City staff has coordinated with Caltrans and Cal Valley Construction to complete the emergency replacement of the 6-inch water main on Polk Street. Cal Valley Construction has completed the emergency work, and the conditions necessitating continuation of the emergency action without competitive bidding no longer exist.

Pursuant to California Public Contract Code Section 22050, the City Council must review the emergency action at each regularly scheduled meeting until the action is terminated. Because the emergency work has been completed and the immediate threat has been eliminated, staff recommends that the City Council determine, by a four-fifths (4/5) vote, that there no longer remains a need to continue the emergency action.

Upon making this determination, the emergency action will be terminated, and no further reviews by the City Council will be required.

IV. ALTERNATIVES:

- **Option 1 (Recommended):**
  Receive the project status update and, if declare that the emergency workis complete, and there no longer is a need to continue the emergency action pursuant to California Public Contract Code Section 22050.

- **Option 2:**
  Receive the project status update and determine that the emergency work has not been completed and that there is a need to continue the emergency action.

V. FISCAL IMPACT:

The estimated cost of the emergency water main replacement remains $230,000 (lump sum)(previously approved) and will be funded through the Water Enterprise Fund. There is no anticipated impact to the General Fund.

ATTACHMENTS:

File Name	Description
No Attachments Available	

STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject:	Discussion, Consideration and Potential Adoption of Resolution No. 4367 Approving the City of Coalinga Mural Policy and Administrative Procedures
Meeting Date:	Thursday, September 17, 2026
From:	Sean Brewer, City Manager
Prepared by:	Jesse Barron, Assistant City Manager

I. RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 4367, approving and adopting the City of Coalinga Mural Policy and Administrative Procedures, attached as Exhibit A to the resolution.

II. BACKGROUND:

On June 23, 2016, the City Council adopted the City's Mural Guidelines and Procedures to establish a formal process for reviewing and approving murals in Coalinga. The adopted guidelines were intended to encourage public art that contributes to the City's history and image while ensuring that murals are not used as advertising.

During City Council discussion on July 16, 2026, Councilmembers raised questions about whether the current guidelines adequately address long-term maintenance, responsibility for graffiti and vandalism, treatment of murals that fade or peel over time, the role of artistic rights in repainting or removal, whether the City should encourage particular themes, whether approvals should remain with the City Council, and whether any advertising should be permitted within murals.

To help inform future direction, staff held a workshop with City Council on August 6, 2026. During the workshop, the Council identified several policy issues for staff to address, including:

- The distinction between murals and commercial signs or advertising.
- Long-term maintenance responsibility.
- Graffiti, vandalism, deterioration, and repair.
- Mural lifespan, repainting, replacement, and removal.
- Artist rights under applicable state and federal law.
- Administrative review and appeal procedures.
- Objective design, placement, safety, and material standards.
- Coordination with the City's existing sign regulations, Downtown Design Guidelines, Building and Safety requirements, property-maintenance requirements, and encroachment procedures.

Following the workshop, staff prepared the City of Coalinga Mural Policy and Administrative Procedures. The proposed policy updates and replaces the City's existing mural guidelines and establishes a clear administrative process for reviewing murals on private property and, where applicable, City-owned property.

III. DISCUSSION:

The proposed City of Coalinga Mural Policy and Administrative Procedures update and replace the City's existing mural guidelines. The policy is intended to provide a clear, consistent, and administratively workable process for murals on private property and, where applicable, publicly owned property.

The proposed policy includes the following primary components:

- Noncommercial murals. Murals are defined as works of noncommercial artistic expression. Advertising, business promotion, logos, and other content that constitutes a sign would remain subject to the City's sign regulations.
- Objective review standards. The policy establishes standards for mural location, safety, visibility, building features, materials, surface preparation, installation, maintenance, and graffiti-resistant treatment. The policy includes advisory guidance relating to Coalinga's history, identity, culture, and community character but does not regulate murals based on viewpoint, artistic style, or perceived artistic merit.
- Administrative permit process. The Community Development Director or designee would review mural permit applications and approve, conditionally approve, or deny proposals based on compliance with applicable objective standards and City requirements. Applicants would submit property-owner authorization, a mural rendering, site/elevation information, dimensions, materials, installation information, and maintenance responsibility information.
- Appeals. Mural permit decisions may be appealed in accordance with the Coalinga Municipal Code and applicable City appeal procedures.
- Maintenance and vandalism. The property owner remains primarily responsible for mural maintenance, including repair of deterioration, graffiti, vandalism, and other damage. The City does not assume long-term maintenance responsibility for private-property murals unless expressly agreed to by the City.
- Lifespan, alteration, and removal. Applications must identify the anticipated mural lifespan and whether the mural is temporary or long-term. Significant changes to an approved mural require City review. The policy establishes procedures for maintenance, restoration, repainting, replacement, or removal when a mural deteriorates, is not maintained, is substantially altered, is affected by redevelopment, or otherwise becomes subject to removal.
- Artist rights and agreements. The policy recognizes that murals may be subject to artist-rights protections under state and federal law. The City may require a mural agreement or artist/property-owner acknowledgment when necessary to address artist rights, public funding, encroachment, City ownership or involvement, maintenance, insurance, or other project-specific matters.
- Coordination with other requirements. Approval of a mural does not approve any required sign permit, building permit, encroachment permit, or other City or outside-agency authorization. The policy will be administered with the Coalinga Municipal Code, Downtown Design Guidelines, Building and Safety requirements, and applicable property-maintenance and code-enforcement provisions.

Environmental Review

The proposed action consists of adopting administrative procedures for the processing and regulation of murals. The policy establishes administrative standards and procedures that do not approve a specific mural, development project, physical improvement, or land-use entitlement. Staff recommends that the City Council find that adoption of the Mural Policy and Administrative Procedures is exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15061(b)(3), the common-sense exemption, because it can be seen with certainty that adoption of administrative procedures alone will not have a significant effect on the environment.

Proposed Motion

Move to adopt Resolution No. 4367, approving and adopting the City of Coalinga Mural Policy and

Administrative Procedures, attached as Exhibit A to the resolution, and finding the action exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15061(b)(3).

IV. ALTERNATIVES:

Do not approve and instruct staff on other directions to take.

V. FISCAL IMPACT:

There will be no fiscal impact.

ATTACHMENTS:

File Name	Description
Resolution_4367_combined_with_Policy.pdf	Resolution No. 4367
Mural_Policy_and_Procedures_-_Final.pdf	Mural Policy (Attachment A)

RESOLUTION NO. 4367

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COALINGA, CALIFORNIA, ADOPTING THE CITY OF COALINGA MURAL POLICY AND ADMINISTRATIVE PROCEDURES

WHEREAS, the City of Coalinga recognizes that murals and other forms of public art can contribute to community identity, preserve and communicate local history and culture, enhance the built environment, support artistic expression, and beautify the City; and

WHEREAS, on June 23, 2016, the City Council adopted Mural Guidelines and Procedures to establish a process for the review and approval of murals within the City; and

WHEREAS, the City's existing mural framework is also informed by the City's Downtown Design Guidelines, which encourage murals and public art that contribute to Coalinga's history and image and that are compatible with surrounding buildings and public spaces; and

WHEREAS, the City Council conducted a workshop on August 6, 2026 to discuss the City's existing mural guidelines and potential updates relating to commercial content, maintenance, graffiti and vandalism, mural lifespan, alteration and removal, artist rights, review authority, appeals, materials, safety, and related administrative procedures; and

WHEREAS, following the City Council workshop, staff prepared the City of Coalinga Mural Policy and Administrative Procedures, attached hereto as Exhibit A and incorporated herein by this reference; and

WHEREAS, the City Council has considered the staff report, the proposed Mural Policy and Administrative Procedures, public comments, and all other information presented at the public meeting; and

WHEREAS, adoption of the Mural Policy and Administrative Procedures is exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15061(b)(3), because it can be seen with certainty that adoption of administrative procedures alone will not have a significant effect on the environment.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COALINGA DOES HEREBY RESOLVE AS FOLLOWS:

1. Recitals. The City Council hereby finds that all the facts set forth in the recitals above are true and correct and incorporated herein.

2. CEQA. The City Council finds that adoption of the City of Coalinga Mural Policy and Administrative Procedures is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3), the common-sense exemption, because the action consists of adopting administrative standards and procedures

and does not approve a specific physical development project or authorize an activity that may result in a significant effect on the environment.

3. Adoption. The City Council hereby approves and adopts the City of Coalinga Mural Policy and Administrative Procedures, attached hereto as Exhibit A.

4. Relationship to Municipal Code. The Mural Policy and Administrative Procedures shall be administered in conjunction with the Coalinga Municipal Code, including applicable provisions related to signs, building and safety requirements, encroachments, property maintenance, code enforcement, and appeals. In the event of a conflict between the Mural Policy and Administrative Procedures and the Coalinga Municipal Code, the Coalinga Municipal Code shall control.

5. Administrative Implementation. The City Manager, Community Development Director, and their respective designees are authorized and directed to implement the Mural Policy and Administrative Procedures and to prepare, revise, and maintain administrative application forms, property owner authorization forms, maintenance acknowledgments, mural agreement templates, inspection checklists, and other supporting materials consistent with the adopted policy and applicable law.

6. Supersession of Prior Guidelines. Upon the effective date of this resolution, the City of Coalinga Mural Policy and Administrative Procedures shall supersede the City's prior Mural Guidelines and Procedures adopted on June 23, 2016, except to the extent that a prior mural approval, mural agreement, condition of approval, enforcement action, or other existing obligation expressly remains in effect. The City may apply the adopted Mural Policy and Administrative Procedures to future permits, amendments, substantial alterations, maintenance issues, enforcement actions, or other future administrative actions to the extent permitted by law.

7. Severability. If any provision, clause, sentence, section, or part of this resolution or the attached Mural Policy and Administrative Procedures is found to be invalid, unenforceable, or unconstitutional by a court of competent jurisdiction, that finding shall not affect the validity or enforceability of the remaining provisions, which shall remain in full force and effect.

8. Effective Date. This resolution shall become effective immediately upon adoption.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Coalinga at a regular meeting held on the 17th day of September, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

_____

Nathan Vosburg, Mayor

ATTEST:

_____

Shannon Jensen, City Clerk

City of Coalinga Mural Policy and Administrative Procedures

1. Purpose and Applicability

1.1 Purpose

The City of Coalinga recognizes the importance of art in public places and the role murals can play in preserving local culture, conveying the history and identity of the community, beautifying the City, and advancing the arts.

The purpose of these Mural Policy and Administrative Procedures ("Policy and Procedures") is to establish clear and consistent standards for the installation, review, approval, maintenance, alteration, and removal of murals within the City of Coalinga.

These Policy and Procedures are intended to encourage artistic expression while ensuring that murals are appropriately located, safely installed, constructed with durable materials, maintained over time, and distinguished from commercial signs and advertising.

1.2 Applicability

These Policy and Procedures apply to murals proposed within the City of Coalinga on private property and, where applicable, publicly owned property.

Murals shall comply with these Policy and Procedures and all other applicable City requirements, including the Coalinga Municipal Code, Building and Safety requirements, encroachment requirements, and Downtown Design Guidelines where applicable.

These Policy and Administrative Procedures are intended to implement the City's municipal code requirements applicable to murals, signs, building safety, encroachments, and property maintenance. In the event of a conflict between the Policy and Procedures and the Coalinga Municipal Code, the Municipal Code shall control.

Approval of a mural does not constitute approval of any other permit or authorization required by the City or another agency.

2. Definitions

Applicant *means the person, organization, business, or other entity submitting a mural application to the City.*

Commercial Content or Advertising *means words, logos, symbols, images, branding, product representations, or other content whose primary purpose is to advertise, identify, promote, or direct attention to a business, product, service, or commercial transaction.*

Commercial content, advertising, or other content that constitutes a sign under the Coalinga Municipal Code shall be regulated under the applicable sign regulations and shall not be approved as mural content under these Procedures.

***Deterioration** includes substantial fading, peeling, cracking, flaking, physical damage, prolonged defacement, or other conditions that materially affect the appearance or integrity of a mural.*

***Mural** means an original work of visual art painted, applied, or otherwise installed on an exterior wall or other approved surface and intended primarily as artistic expression rather than commercial advertising.*

***Mural Artist** means the individual or individuals responsible for creating or substantially contributing to the artistic work.*

***Mural Sponsor** means an individual, organization, or entity that provides financial or organizational support for a mural project.*

***Obsolete Mural** means a mural for which one or more of the following circumstances exists:*

1. *The mural's approved lifespan or authorized display period has expired;*
2. *The mural has deteriorated to a condition in which repair or restoration is not reasonably feasible;*
3. *The building or approved mural surface is scheduled for demolition, substantial alteration, or redevelopment requiring removal of the mural;*
4. *The mural will be permanently replaced by a new mural approved under these Procedures; or*
5. *A condition expressly identified in the mural approval or mural agreement as requiring removal has occurred.*

A mural shall not be considered obsolete solely because of its age, artistic style, subject matter, message, or changes in public opinion regarding the artwork.

***Property Owner** means the legal owner of the property or structure upon which a mural is proposed or installed.*

***Sign** shall have the meaning established by the Coalinga Municipal Code, Title 9, Chapter 4, Article 5 – Signs.*

***Substantial Alteration** means a change to the approved mural's imagery, message, color scheme, dimensions, materials, location, or associated sign content that materially changes the mural as approved. Substantial alteration does not include routine cleaning, graffiti removal, in-kind repair, or restoration that retains the approved design to the maximum extent practicable.*

***Temporary Mural** means a mural approved by the City for installation for a specified and limited period.*

3. Mural Content and Design Standards

3.1 Non-Commercial Artistic Expression

A mural approved under the Policy and Procedures shall be a work of noncommercial artistic expression. A mural shall not be used to advertise, identify, promote, or direct attention to a business, product, service, brand, commercial transaction, or commercial activity.

3.2 Incidental Attribution

An artist signature and limited sponsor, donor, or project acknowledgment may be permitted when all of the following apply:

- The acknowledgment is incidental to the mural and does not function as advertising;
- The acknowledgment does not include a logo, trademark, slogan, product image, price, telephone number, website, social-media handle, or call to action;
- The acknowledgment is limited to the name of the artist, sponsor, donor, or project;
- The acknowledgment is placed in a non-prominent location; and
- The acknowledgment complies with any applicable sign regulations.

3.3 Advertising and Commercial Content

A component of a proposed mural that constitutes a sign under the Coalinga Municipal Code shall be separately reviewed under the applicable sign regulations. Approval of a mural under these Procedures does not approve any sign, advertisement, commercial message, or other regulated sign component.

A proposal containing both mural artwork and a separately regulated sign component may be reviewed under the requirements applicable to each component. The presence of a sign component does not exempt that component from applicable sign permit requirements.

3.4 Relationship to Sign Regulations

Approval of a mural under these Policy and Procedures does not constitute approval of a sign incorporated into or associated with the mural.

Where the City determines that a proposed picture, wall graphic, graphic decorative display, or other component meets the definition of a sign under the Coalinga Municipal Code, Title 9, Chapter 4, Article 5 – Signs (§§ 9-4.501 et seq.), applicable sign regulations and permit requirements shall apply to that component.

A proposal containing both mural artwork and regulated signage may be reviewed under the respective requirements applicable to each component.

3.5 Themes and Community Guidance

Murals should enhance communication of Coalinga's history and image.

Appropriate mural themes may include:

- The history, growth, and development of Coalinga and the surrounding region;

- Local culture and traditions;
- Significant people, places, events, or achievements;
- Community identity and character;
- The natural environment and regional landscape; and
- Other subject matter consistent with the purpose of these Policy and Procedures.

The themes identified in this section are advisory only and shall not independently serve as a basis for approval or denial.

3.6 Content and Applicable Law
The City shall administer these Policy and Procedures consistent with applicable constitutional and statutory protections governing artistic expression.

Standards relating to location, dimensions, materials, durability, maintenance, safety, and other physical characteristics shall be applied objectively and consistently.

4. Design, Materials, and Placement Standards

4.1 Location and Placement
Murals shall be located on surfaces appropriate for mural installation and be designed with consideration of the building or structure upon which they are located.

Murals shall not:
- Obstruct required windows, doors, exits, entrances, ventilation openings, or other required building features;
- Interfere with pedestrian or vehicular visibility or create a safety hazard;
- Cover required building identification, safety signage, or other required markings; or
- Be installed within the public right-of-way without any required City authorization or encroachment permit.

4.2 Compatibility
Murals should consider the scale, architectural features, materials, and character of the building or structure upon which they are installed.

Within areas subject to the Downtown Design Guidelines, mural proposals shall also comply with applicable provisions of those Guidelines.

4.3 Durable Materials
Murals shall be constructed using durable materials suitable for the location and anticipated environmental conditions.

Exterior murals shall use exterior-grade paints, coatings, or other materials designed to withstand weather, sunlight, temperature changes, and other conditions reasonably anticipated at the mural location.

Materials shall be selected to minimize premature fading, peeling, cracking, and deterioration.

4.4 Surface Preparation
The surface upon which a mural is installed shall be appropriately prepared prior to installation.

Surface preparation may include cleaning, repairing, priming, sealing, or otherwise preparing the wall or structure to provide an appropriate surface for installation and to support the anticipated lifespan of the mural.

4.5 Colors
Colors should be selected with consideration of the mural design, building, and surrounding area. Consistent with the City's Downtown Design Guidelines, super-bright or fluorescent colors are discouraged in Downtown. This section is advisory only and shall not independently serve as a basis for approval or denial of a mural permit.

4.6 Graffiti-Resistant Treatment
The application shall identify the graffiti-resistant materials, protective coating, or other protective treatment proposed for an exterior mural, if any.

Where a protective treatment is proposed or required as a condition of approval, it shall be compatible with the mural materials and shall allow reasonable graffiti removal and cleaning without unnecessarily damaging the underlying artwork.

4.7 Safety
Murals and associated installations shall comply with applicable Building and Safety requirements.

Moving, projecting, illuminated, electrical, structural, or similar components associated with a mural may require separate review and permitting.

An encroachment permit or other City authorization shall be obtained where mural installation or associated improvements affect the public right-of-way.

5. Mural Permit and Application Requirements

5.1 Mural Permit Required
A mural permit shall be obtained from the City before painting, installing, or substantially altering a mural subject to these Policy and Procedures.

No mural installation shall begin until required City approval and any other applicable permits have been issued.

Where a proposed mural includes a component regulated as a sign under the Coalinga Municipal Code, any required sign permit or approval shall also be obtained.

The City Council may establish an application or mural permit fee by resolution.

5.2 Application Requirements
An application for a mural permit shall be submitted to the Community Development Department on a City-approved Mural Permit Application form. The application shall be completed in full and signed by the applicant and property owner, as applicable.

A complete mural application shall include, at minimum:

- A completed Mural Permit Application form;
- A completed Property Owner Authorization form;
- Applicant name and contact information;
- Property owner name and contact information;
- Mural artist name and contact information;
- Property address and proposed mural location;
- A site plan or elevation drawing identifying the mural location, dimensions, and distance from property lines, sidewalks, driveways, required building openings, and any existing signs, as applicable;
- Proposed mural dimensions;
- A color rendering, sketch, or similar representation of the proposed mural;
- Photographs of the existing building and proposed mural surface;
- Description of paints, media, coatings, and other materials;
- Proposed surface preparation and installation methods;
- Proposed graffiti-resistant materials, protective coating, or other protective treatment, if any;
- Anticipated installation and completion dates;
- Maintenance and graffiti-response information; and
- Anticipated mural lifespan.

The City may request additional information reasonably necessary to determine compliance with these Policy and Procedures and other applicable requirements.

5.3 Property Owner Authorization
Where the applicant is not the property owner, written authorization from the property owner shall be submitted with the application.

The property owner shall acknowledge applicable responsibilities for maintenance, correction of violations, alteration, and removal.

5.4 Artist Qualifications
The City encourages applicants to retain artists with experience in mural design, exterior materials, surface preparation, and installation. Artist qualifications are not an approval criterion unless the proposal includes structural, electrical, projecting, or other specialized components for which applicable law requires qualified persons, plans, or permits.

Artist qualifications are not an approval criterion unless the proposal includes structural, electrical, projecting, illuminated, or other specialized components for which applicable law requires qualified persons, plans, specifications, permits, or inspections.

The City may request artist experience information to evaluate proposed installation methods and material durability; however, the City shall not approve or deny a mural based on artistic quality, style, viewpoint, or perceived artistic merit.

5.5 Materials and Installation Information
The application shall identify:

- Proposed paint, media, or other artistic materials;
- Surface-preparation method;
- Protective or graffiti-resistant coatings;
- Installation method; and
- Any structural, electrical, projecting, or other components requiring additional review.

5.6 Maintenance and Graffiti Plan
The application shall identify the person or entity responsible for long-term mural maintenance. The maintenance information shall address, as appropriate:

- Routine maintenance;
- Fading and weathering;
- Peeling, cracking, or other deterioration;
- Physical damage;
- Graffiti and vandalism; and
- Contact information for the responsible party.

Where the City provides a graffiti-removal assistance program applicable to murals, the applicant may also identify whether participation in such a program is anticipated.

5.7 Intended Lifespan
The application shall identify the anticipated lifespan of the mural and whether the mural is intended to be temporary or long-term.

The application shall also identify the anticipated approach to future restoration, repainting, replacement, or removal.

5.8 Temporary Murals

An application for a temporary mural shall identify the proposed installation date and removal date.

A temporary mural may be approved for a period not exceeding one year unless the Community Development Director or designee determines that a longer period is appropriate based on the proposed location, materials, maintenance plan, property owner authorization, and consistency with these Procedures.

A temporary mural shall be removed by the expiration of its approved term unless the City approves an extension or a subsequent mural permit before expiration.

Following removal, the property owner shall restore the affected wall or surface to a clean and maintained condition, unless otherwise approved by the City.

6. Review and Approval Process

6.1 Application Review

The Community Development Department shall review each mural application for completeness and compliance with the Policy and Procedures and other applicable City requirements.

As part of its review, staff shall determine whether the proposal:

- Qualifies as a mural under these Policy and Procedures;
- Includes commercial content, advertising, or another component that is subject to the Coalinga Municipal Code sign regulations;
- Complies with applicable location, placement, safety, material, surface-preparation, maintenance, and other physical standards;
- Includes the required property owner authorization;
- Includes the required maintenance and graffiti-response information;
- Complies with the Downtown Design Guidelines, where applicable; and
- Requires another City permit, approval, authorization, or review, including a building permit, sign permit, encroachment permit, or other applicable approval.
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The Community Development Department may request information reasonably necessary to determine whether the proposed mural complies with these Policy and Procedures and other applicable City requirements.

If an application is incomplete, the Community Development Department shall notify the applicant of the information or materials required to complete the application. An incomplete application shall not be approved until all required information has been submitted and the application has been determined complete.

6.2 Approval Authority
The Community Development Director or designee shall approve, conditionally approve, or deny a complete mural permit application based on compliance with these Policy and Procedures and all other applicable City requirements.

Approval of a mural permit shall not be based on the City's agreement or disagreement with the mural's artistic message, subject matter, viewpoint, style, or perceived artistic merit.

The Community Development Director or designee shall apply the applicable standards objectively and consistently. Advisory provisions in these Policy and Procedures that use terms such as "should," "encouraged," or "may" are not independently enforceable and shall not serve as the sole basis for denial of a mural permit.

6.3 Review and Approval
A mural permit may be approved or conditionally approved only when the Community Development Director or designee finds that the proposed mural:

1. Meets the definition of a mural established by these Policy and Procedures;
2. Does not include commercial content, advertising, or a sign component, except for incidental attribution expressly allowed under Section 3.2;
3. Complies with applicable City requirements relating to location, placement, public safety, building features, visibility, and access;
4. Does not obstruct required windows, doors, exits, entrances, ventilation openings, building identification, safety signage, or other required building features or markings;
5. Does not create a pedestrian, vehicular, public-safety, or other hazard;
6. Uses materials and installation methods suitable for the proposed location and consistent with applicable Building and Safety requirements;
7. Includes adequate property owner authorization, maintenance responsibility, graffiti-response information, and intended mural lifespan;
8. Complies with applicable Downtown Design Guidelines, where the project site is located within an area subject to those Guidelines;
9. Includes all other permits, approvals, or authorizations required by the City or another agency; and
10. Complies with all other applicable provisions of the Coalinga Municipal Code, these Policy and Administrative Procedures, and applicable law.

6.4 Conditions of Approval
The Community Development Director or designee may impose reasonable conditions of approval necessary to ensure compliance with these Policy and Procedures, the Coalinga Municipal Code, and other applicable requirements.

Conditions of approval may address, as applicable:

- Installation timing and methods;
- Surface preparation;
- Paints, coatings, materials, and protective treatments;

- Building, electrical, structural, or safety requirements;
- Encroachment, right-of-way, or access requirements;
- Maintenance and graffiti removal;
- Required permits or approvals;
- Inspections;
- Completion deadlines;
- Restoration of affected building surfaces, landscaping, or public improvements;
- Temporary-mural duration and removal requirements; and
- Other requirements reasonably necessary to ensure compliance with applicable City standards.

A condition of approval shall not regulate the mural's message, viewpoint, artistic style, or perceived artistic merit unless the condition is required by applicable law.

6.5 Written Decision

The Community Development Department shall provide the applicant with written notice of the decision to approve, conditionally approve, or deny a mural permit application.

A written decision approving or conditionally approving a mural permit shall identify any applicable conditions of approval, required permits, inspections, deadlines, or other requirements that must be satisfied before or during mural installation.

A written decision denying a mural permit application shall identify the applicable objective standard, City requirement, or legal requirement upon which the denial is based. The written decision shall also include information regarding the applicable appeal procedure and appeal deadline.

Approval of a mural permit does not authorize the applicant, property owner, artist, mural sponsor, or any other person to begin installation until all required permits, approvals, and authorizations have been obtained.

6.6. Expiration of Approval

Unless otherwise specified in the approval or required by another applicable City permit, a mural permit shall expire if installation of the approved mural has not commenced within one year of the approval date.

The Community Development Director or designee may approve a written request for an extension before expiration of the mural permit when the applicant demonstrates good cause for the extension and the approved mural remains consistent with these Policy and Administrative Procedures and other applicable City requirements.

If the approved mural design, dimensions, location, materials, installation method, property ownership, or other material aspect of the project changes before installation, the applicant shall notify the Community Development Department. The Community Development Director or

designee shall determine whether the change requires an amendment to the mural permit or a new mural permit application.

6.7 Effect of Approval

A mural permit authorizes only the mural project described in the approved application and any approved conditions of approval.

Approval of a mural permit does not:

- Approve a sign, advertisement, commercial message, or other component regulated under the Coalinga Municipal Code sign regulations;
- Authorize work in the public right-of-way without an encroachment permit or other required City authorization;
- Authorize structural, electrical, illuminated, projecting, moving, or other features requiring separate Building and Safety review or permits;
- Relieve the property owner, applicant, artist, mural sponsor, or contractor from compliance with applicable federal, state, or local laws; or
- Establish a City obligation to maintain, preserve, restore, alter, or remove a mural.

The property owner shall remain responsible for maintaining the approved mural and the affected building surface in compliance with these Policy and Administrative Procedures, the Coalinga Municipal Code, applicable conditions of approval, and other applicable law.

7. Appeals

7.1 Right to Appeal

A decision to approve, conditionally approve, or deny a mural permit application may be appealed by the applicant or any other person authorized to appeal under the Coalinga Municipal Code.

An appeal shall be filed within the applicable timeframe and in the manner required by the Coalinga Municipal Code and any City-adopted appeal procedures.

7.2 Appeal Authority

An appeal of a mural permit decision shall be heard by the appeal authority designated under the Coalinga Municipal Code for an administrative decision of the Community Development Director or designee.

The appeal authority shall review the decision for consistency with the applicable provisions of the Coalinga Municipal Code, these Policy and Administrative Procedures, applicable conditions of approval, and other applicable law.

7.3 Scope of Review

The appeal authority shall consider the mural permit application, the written decision being appealed, the applicable objective standards, the administrative record, and any timely submitted appeal materials.

The appeal authority shall not affirm, reverse, or modify a mural permit decision based on agreement or disagreement with the mural's message, subject matter, viewpoint, style, or perceived artistic merit, except to the extent that regulation of particular content is authorized by applicable law.

7.4 Appeal Decision

Following review of the appeal, the appeal authority may affirm, reverse, or modify the decision, or remand the matter to the Community Development Director or designee for further consideration consistent with the appeal decision.

The appeal authority's decision shall be documented in writing and shall identify the applicable standards or requirements supporting the decision.

The decision of the appeal authority shall be final, subject to any further appeal or review expressly authorized by the Coalinga Municipal Code or other applicable law.

8. Maintenance, Graffiti, and Vandalism

8.1 Maintenance Responsibility

The property owner shall be primarily responsible for ensuring that an approved mural is maintained in good condition.

The property owner may assign or share maintenance responsibilities with the artist, applicant, or mural sponsor through a private agreement; however, such an agreement shall not eliminate the property owner's responsibilities to the City.

The City shall not assume long-term maintenance, restoration, or preservation responsibility for murals located on private property unless expressly agreed to by the City.

8.2 Maintenance Standards

Approved murals shall be maintained so that they do not exhibit substantial deterioration, as defined in Section 2, or constitute a public nuisance or unsafe condition under applicable law.

Maintenance shall include addressing substantial:

- Fading;
- Peeling or flaking;
- Cracking;
- Weather-related deterioration;
- Physical damage;

- Graffiti or vandalism; and
- Other conditions materially affecting the mural's appearance or integrity.

8.3 Graffiti and Vandalism
The responsible property owner or other designated party shall address graffiti and vandalism within the timeframe established by the City following notice.

Graffiti removal methods should be selected to minimize unnecessary damage to the underlying artwork.

Where damage cannot reasonably be repaired, the City may require restoration, repainting, or removal consistent with these Policy and Procedures and applicable law.

8.4 City Graffiti-Removal Assistance
Where graffiti-removal assistance or equipment is available through the City, a property owner may coordinate with the City regarding available assistance.

City assistance may include the use of available graffiti-removal equipment or cleaning methods where determined appropriate by the City.

Before City personnel perform work that may affect mural artwork, the City may require property owner authorization and acknowledgment of potential impacts to the mural.

Provision of City graffiti-removal assistance shall not transfer long-term maintenance responsibility from the property owner to the City.

9. Artistic Rights, Lifespan, and Removal

9.1 Artistic Rights
Murals may be subject to protections under applicable state and federal law, including the California Art Preservation Act (CAPA) and the federal Visual Artists Rights Act (VARA).

Applicants, artists, and property owners are responsible for understanding applicable rights relating to attribution, alteration, destruction, and removal of artwork.

9.2 Artist / Property Owner Acknowledgment
Prior to installation, the City may require the artist and property owner to execute a written acknowledgment or mural agreement, as applicable, addressing artist rights and the circumstances under which the mural may be maintained, repaired, altered, repainted, replaced, or removed. Such documentation should establish expectations before mural installation and reduce uncertainty regarding future maintenance or removal.

9.3 Mural Lifespan
The anticipated lifespan of the mural shall be identified during the application process.

Approval of a mural does not necessarily establish that the mural will remain permanently.

Temporary murals shall be removed by the end of their approved term unless an extension or subsequent approval is obtained in accordance with City requirements.

9.4 Alteration / Repainting

A Substantial Alteration of an approved mural requires approval of an amendment to the mural permit or a new mural permit before the alteration occurs, unless the Community Development Director or designee determines in writing that the proposed work constitutes routine maintenance, in-kind repair, or restoration under the definition of Substantial Alteration.

Routine maintenance and repair that substantially retains the approved design shall not require a new mural application unless otherwise determined by the City.

9.5 Removal Authority

A mural may be subject to removal in circumstances including:

- Substantial deterioration or failure to maintain the mural;
- Continued graffiti or vandalism that is not corrected;
- Installation or alteration inconsistent with City approval;
- Building demolition, alteration, or redevelopment;
- Property owner-requested removal;
- Expiration of a temporary mural approval; or
- City enforcement action following failure to correct a violation.

Mural alteration or removal shall be undertaken consistent with applicable artist-rights laws and any executed mural agreement or acknowledgment.

The City may require removal of an obsolete mural, as defined in Section 2, subject to applicable law and any applicable mural agreement, approval condition, or artist/property owner acknowledgment.

Following removal, the City may require the affected wall or building surface to be restored to a clean and maintained condition.

10. Code Enforcement and Abatement

10.1 Unapproved Murals

A mural installed without required City approval shall be considered an unapproved mural.

The City may provide the property owner an opportunity to submit a mural application for retroactive review where appropriate.

A wall painting or display determined to constitute commercial signage shall be subject to applicable sign regulations and enforcement procedures.

10.2 Violations

A mural may be considered in violation of these Policy and Procedures when:

- It is installed without required approval;
- Installation substantially differs from the approved mural application;
- Required conditions of approval are not satisfied;
- The mural is substantially altered without required approval;
- The mural is not adequately maintained; or
- Other applicable City requirements are violated.

10.3 Notice and Opportunity to Correct

Enforcement, notice, hearing, appeal, and abatement procedures shall be conducted in accordance with the Coalinga Municipal Code, including the timeframes applicable to the particular violation. For graffiti, the property owner shall comply with the notice and abatement requirements established by the Municipal Code.

Corrective action may include, as applicable:

- Cleaning;
- Maintenance;
- Graffiti removal;
- Repair or restoration;
- Repainting;
- Obtaining required approval;
- Modification; or
- Removal.

Failure to correct a violation within the applicable timeframe may result in further enforcement or abatement pursuant to the Coalinga Municipal Code.

10.4 Abatement

If a violation is not corrected within the applicable timeframe, the City may pursue enforcement or abatement in accordance with the Coalinga Municipal Code and applicable law.

The City may require removal or other corrective action and may recover applicable abatement costs from the responsible property owner or other responsible party, to the extent authorized by law.

11. Mural Agreement

The City may require a mural agreement when necessary to address City ownership or involvement, installation within the public right-of-way, encroachment, public funding, long-term maintenance, insurance, artist-rights issues, or other project-specific responsibilities. A mural agreement is not required for a standard private-property mural unless determined necessary by the Community Development Director or designee based on the factors listed in this section.

The mural agreement may address, as applicable:

- Approved mural location, dimensions, design, and materials;
- Property owner authorization;
- Mural artist and applicant information;
- Installation and anticipated completion timeframe;
- Ownership of the mural and mural image;
- Long-term maintenance responsibilities;
- Graffiti and vandalism response;
- Participation in available City graffiti-removal assistance, if applicable;
- Intended mural lifespan;
- Repair, alteration, repainting, replacement, and removal;
- Applicable CAPA and VARA rights and acknowledgments;
- Liability and insurance requirements;
- Encroachment permits and other required City permits;
- Protection or replacement of affected landscaping, where applicable;
- Enforcement and corrective-action procedures; and
- Responsibility for applicable maintenance, removal, or abatement costs.

The agreement shall be signed by the parties determined necessary by the City before mural installation.

12. Inspection

The City may inspect a mural during installation and following completion to determine consistency with the approved application, these Procedures, applicable conditions of approval, and other applicable City requirements.

If an installation materially differs from the approved mural or does not comply with applicable requirements, the City shall notify the responsible party and may require corrective action pursuant to Section 10.

Supporting Forms and Administrative Procedures

The Community Development Department may prepare and maintain administrative forms and templates necessary to implement these Procedures, including:

A. Mural Permit Application
B. Property Owner Authorization and Maintenance Acknowledgment
C. Mural Agreement, when required under Section 11
D. Inspection Checklist or other administrative materials

City of Coalinga Mural Policy and Administrative Procedures

1. Purpose and Applicability

1.1 Purpose

The City of Coalinga recognizes the importance of art in public places and the role murals can play in preserving local culture, conveying the history and identity of the community, beautifying the City, and advancing the arts.

The purpose of these Mural Policy and Administrative Procedures ("Policy and Procedures") is to establish clear and consistent standards for the installation, review, approval, maintenance, alteration, and removal of murals within the City of Coalinga.

These Policy and Procedures are intended to encourage artistic expression while ensuring that murals are appropriately located, safely installed, constructed with durable materials, maintained over time, and distinguished from commercial signs and advertising.

1.2 Applicability

These Policy and Procedures apply to murals proposed within the City of Coalinga on private property and, where applicable, publicly owned property.

Murals shall comply with these Policy and Procedures and all other applicable City requirements, including the Coalinga Municipal Code, Building and Safety requirements, encroachment requirements, and Downtown Design Guidelines where applicable.

These Policy and Administrative Procedures are intended to implement the City's municipal code requirements applicable to murals, signs, building safety, encroachments, and property maintenance. In the event of a conflict between the Policy and Procedures and the Coalinga Municipal Code, the Municipal Code shall control.

Approval of a mural does not constitute approval of any other permit or authorization required by the City or another agency.

2. Definitions

Applicant *means the person, organization, business, or other entity submitting a mural application to the City.*

Commercial Content or Advertising *means words, logos, symbols, images, branding, product representations, or other content whose primary purpose is to advertise, identify, promote, or direct attention to a business, product, service, or commercial transaction.*

Commercial content, advertising, or other content that constitutes a sign under the Coalinga Municipal Code shall be regulated under the applicable sign regulations and shall not be approved as mural content under these Procedures.

***Deterioration** includes substantial fading, peeling, cracking, flaking, physical damage, prolonged defacement, or other conditions that materially affect the appearance or integrity of a mural.*

***Mural** means an original work of visual art painted, applied, or otherwise installed on an exterior wall or other approved surface and intended primarily as artistic expression rather than commercial advertising.*

***Mural Artist** means the individual or individuals responsible for creating or substantially contributing to the artistic work.*

***Mural Sponsor** means an individual, organization, or entity that provides financial or organizational support for a mural project.*

***Obsolete Mural** means a mural for which one or more of the following circumstances exists:*

1. *The mural's approved lifespan or authorized display period has expired;*
2. *The mural has deteriorated to a condition in which repair or restoration is not reasonably feasible;*
3. *The building or approved mural surface is scheduled for demolition, substantial alteration, or redevelopment requiring removal of the mural;*
4. *The mural will be permanently replaced by a new mural approved under these Procedures; or*
5. *A condition expressly identified in the mural approval or mural agreement as requiring removal has occurred.*

A mural shall not be considered obsolete solely because of its age, artistic style, subject matter, message, or changes in public opinion regarding the artwork.

***Property Owner** means the legal owner of the property or structure upon which a mural is proposed or installed.*

***Sign** shall have the meaning established by the Coalinga Municipal Code, Title 9, Chapter 4, Article 5 – Signs.*

***Substantial Alteration** means a change to the approved mural's imagery, message, color scheme, dimensions, materials, location, or associated sign content that materially changes the mural as approved. Substantial alteration does not include routine cleaning, graffiti removal, in-kind repair, or restoration that retains the approved design to the maximum extent practicable.*

***Temporary Mural** means a mural approved by the City for installation for a specified and limited period.*

3. Mural Content and Design Standards

3.1 Non-Commercial Artistic Expression

A mural approved under the Policy and Procedures shall be a work of noncommercial artistic expression. A mural shall not be used to advertise, identify, promote, or direct attention to a business, product, service, brand, commercial transaction, or commercial activity.

3.2 Incidental Attribution

An artist signature and limited sponsor, donor, or project acknowledgment may be permitted when all of the following apply:

- The acknowledgment is incidental to the mural and does not function as advertising;
- The acknowledgment does not include a logo, trademark, slogan, product image, price, telephone number, website, social-media handle, or call to action;
- The acknowledgment is limited to the name of the artist, sponsor, donor, or project;
- The acknowledgment is placed in a non-prominent location; and
- The acknowledgment complies with any applicable sign regulations.

3.3 Advertising and Commercial Content

A component of a proposed mural that constitutes a sign under the Coalinga Municipal Code shall be separately reviewed under the applicable sign regulations. Approval of a mural under these Procedures does not approve any sign, advertisement, commercial message, or other regulated sign component.

A proposal containing both mural artwork and a separately regulated sign component may be reviewed under the requirements applicable to each component. The presence of a sign component does not exempt that component from applicable sign permit requirements.

3.4 Relationship to Sign Regulations

Approval of a mural under these Policy and Procedures does not constitute approval of a sign incorporated into or associated with the mural.

Where the City determines that a proposed picture, wall graphic, graphic decorative display, or other component meets the definition of a sign under the Coalinga Municipal Code, Title 9, Chapter 4, Article 5 – Signs (§§ 9-4.501 et seq.), applicable sign regulations and permit requirements shall apply to that component.

A proposal containing both mural artwork and regulated signage may be reviewed under the respective requirements applicable to each component.

3.5 Themes and Community Guidance

Murals should enhance communication of Coalinga's history and image.

Appropriate mural themes may include:

- The history, growth, and development of Coalinga and the surrounding region;

- Local culture and traditions;
- Significant people, places, events, or achievements;
- Community identity and character;
- The natural environment and regional landscape; and
- Other subject matter consistent with the purpose of these Policy and Procedures.

The themes identified in this section are advisory only and shall not independently serve as a basis for approval or denial.

3.6 Content and Applicable Law
The City shall administer these Policy and Procedures consistent with applicable constitutional and statutory protections governing artistic expression.

Standards relating to location, dimensions, materials, durability, maintenance, safety, and other physical characteristics shall be applied objectively and consistently.

4. Design, Materials, and Placement Standards

4.1 Location and Placement
Murals shall be located on surfaces appropriate for mural installation and be designed with consideration of the building or structure upon which they are located.

Murals shall not:
- Obstruct required windows, doors, exits, entrances, ventilation openings, or other required building features;
- Interfere with pedestrian or vehicular visibility or create a safety hazard;
- Cover required building identification, safety signage, or other required markings; or
- Be installed within the public right-of-way without any required City authorization or encroachment permit.

4.2 Compatibility
Murals should consider the scale, architectural features, materials, and character of the building or structure upon which they are installed.

Within areas subject to the Downtown Design Guidelines, mural proposals shall also comply with applicable provisions of those Guidelines.

4.3 Durable Materials
Murals shall be constructed using durable materials suitable for the location and anticipated environmental conditions.

Exterior murals shall use exterior-grade paints, coatings, or other materials designed to withstand weather, sunlight, temperature changes, and other conditions reasonably anticipated at the mural location.

Materials shall be selected to minimize premature fading, peeling, cracking, and deterioration.

4.4 Surface Preparation
The surface upon which a mural is installed shall be appropriately prepared prior to installation.

Surface preparation may include cleaning, repairing, priming, sealing, or otherwise preparing the wall or structure to provide an appropriate surface for installation and to support the anticipated lifespan of the mural.

4.5 Colors
Colors should be selected with consideration of the mural design, building, and surrounding area. Consistent with the City's Downtown Design Guidelines, super-bright or fluorescent colors are discouraged in Downtown. This section is advisory only and shall not independently serve as a basis for approval or denial of a mural permit.

4.6 Graffiti-Resistant Treatment
The application shall identify the graffiti-resistant materials, protective coating, or other protective treatment proposed for an exterior mural, if any.

Where a protective treatment is proposed or required as a condition of approval, it shall be compatible with the mural materials and shall allow reasonable graffiti removal and cleaning without unnecessarily damaging the underlying artwork.

4.7 Safety
Murals and associated installations shall comply with applicable Building and Safety requirements.

Moving, projecting, illuminated, electrical, structural, or similar components associated with a mural may require separate review and permitting.

An encroachment permit or other City authorization shall be obtained where mural installation or associated improvements affect the public right-of-way.

5. Mural Permit and Application Requirements

5.1 Mural Permit Required
A mural permit shall be obtained from the City before painting, installing, or substantially altering a mural subject to these Policy and Procedures.

No mural installation shall begin until required City approval and any other applicable permits have been issued.

Where a proposed mural includes a component regulated as a sign under the Coalinga Municipal Code, any required sign permit or approval shall also be obtained.

The City Council may establish an application or mural permit fee by resolution.

5.2 Application Requirements
An application for a mural permit shall be submitted to the Community Development Department on a City-approved Mural Permit Application form. The application shall be completed in full and signed by the applicant and property owner, as applicable.

A complete mural application shall include, at minimum:

- A completed Mural Permit Application form;
- A completed Property Owner Authorization form;
- Applicant name and contact information;
- Property owner name and contact information;
- Mural artist name and contact information;
- Property address and proposed mural location;
- A site plan or elevation drawing identifying the mural location, dimensions, and distance from property lines, sidewalks, driveways, required building openings, and any existing signs, as applicable;
- Proposed mural dimensions;
- A color rendering, sketch, or similar representation of the proposed mural;
- Photographs of the existing building and proposed mural surface;
- Description of paints, media, coatings, and other materials;
- Proposed surface preparation and installation methods;
- Proposed graffiti-resistant materials, protective coating, or other protective treatment, if any;
- Anticipated installation and completion dates;
- Maintenance and graffiti-response information; and
- Anticipated mural lifespan.

The City may request additional information reasonably necessary to determine compliance with these Policy and Procedures and other applicable requirements.

5.3 Property Owner Authorization
Where the applicant is not the property owner, written authorization from the property owner shall be submitted with the application.

The property owner shall acknowledge applicable responsibilities for maintenance, correction of violations, alteration, and removal.

5.4 Artist Qualifications
The City encourages applicants to retain artists with experience in mural design, exterior materials, surface preparation, and installation. Artist qualifications are not an approval criterion unless the proposal includes structural, electrical, projecting, or other specialized components for which applicable law requires qualified persons, plans, or permits.

Artist qualifications are not an approval criterion unless the proposal includes structural, electrical, projecting, illuminated, or other specialized components for which applicable law requires qualified persons, plans, specifications, permits, or inspections.

The City may request artist experience information to evaluate proposed installation methods and material durability; however, the City shall not approve or deny a mural based on artistic quality, style, viewpoint, or perceived artistic merit.

5.5 Materials and Installation Information
The application shall identify:

- Proposed paint, media, or other artistic materials;
- Surface-preparation method;
- Protective or graffiti-resistant coatings;
- Installation method; and
- Any structural, electrical, projecting, or other components requiring additional review.

5.6 Maintenance and Graffiti Plan
The application shall identify the person or entity responsible for long-term mural maintenance. The maintenance information shall address, as appropriate:

- Routine maintenance;
- Fading and weathering;
- Peeling, cracking, or other deterioration;
- Physical damage;
- Graffiti and vandalism; and
- Contact information for the responsible party.

Where the City provides a graffiti-removal assistance program applicable to murals, the applicant may also identify whether participation in such a program is anticipated.

5.7 Intended Lifespan
The application shall identify the anticipated lifespan of the mural and whether the mural is intended to be temporary or long-term.

The application shall also identify the anticipated approach to future restoration, repainting, replacement, or removal.

5.8 Temporary Murals

An application for a temporary mural shall identify the proposed installation date and removal date.

A temporary mural may be approved for a period not exceeding one year unless the Community Development Director or designee determines that a longer period is appropriate based on the proposed location, materials, maintenance plan, property owner authorization, and consistency with these Procedures.

A temporary mural shall be removed by the expiration of its approved term unless the City approves an extension or a subsequent mural permit before expiration.

Following removal, the property owner shall restore the affected wall or surface to a clean and maintained condition, unless otherwise approved by the City.

6. Review and Approval Process

6.1 Application Review

The Community Development Department shall review each mural application for completeness and compliance with the Policy and Procedures and other applicable City requirements.

As part of its review, staff shall determine whether the proposal:

- Qualifies as a mural under these Policy and Procedures;
- Includes commercial content, advertising, or another component that is subject to the Coalinga Municipal Code sign regulations;
- Complies with applicable location, placement, safety, material, surface-preparation, maintenance, and other physical standards;
- Includes the required property owner authorization;
- Includes the required maintenance and graffiti-response information;
- Complies with the Downtown Design Guidelines, where applicable; and
- Requires another City permit, approval, authorization, or review, including a building permit, sign permit, encroachment permit, or other applicable approval.
-

The Community Development Department may request information reasonably necessary to determine whether the proposed mural complies with these Policy and Procedures and other applicable City requirements.

If an application is incomplete, the Community Development Department shall notify the applicant of the information or materials required to complete the application. An incomplete application shall not be approved until all required information has been submitted and the application has been determined complete.

6.2 Approval Authority
The Community Development Director or designee shall approve, conditionally approve, or deny a complete mural permit application based on compliance with these Policy and Procedures and all other applicable City requirements.

Approval of a mural permit shall not be based on the City's agreement or disagreement with the mural's artistic message, subject matter, viewpoint, style, or perceived artistic merit.

The Community Development Director or designee shall apply the applicable standards objectively and consistently. Advisory provisions in these Policy and Procedures that use terms such as "should," "encouraged," or "may" are not independently enforceable and shall not serve as the sole basis for denial of a mural permit.

6.3 Review and Approval
A mural permit may be approved or conditionally approved only when the Community Development Director or designee finds that the proposed mural:

1. Meets the definition of a mural established by these Policy and Procedures;
2. Does not include commercial content, advertising, or a sign component, except for incidental attribution expressly allowed under Section 3.2;
3. Complies with applicable City requirements relating to location, placement, public safety, building features, visibility, and access;
4. Does not obstruct required windows, doors, exits, entrances, ventilation openings, building identification, safety signage, or other required building features or markings;
5. Does not create a pedestrian, vehicular, public-safety, or other hazard;
6. Uses materials and installation methods suitable for the proposed location and consistent with applicable Building and Safety requirements;
7. Includes adequate property owner authorization, maintenance responsibility, graffiti-response information, and intended mural lifespan;
8. Complies with applicable Downtown Design Guidelines, where the project site is located within an area subject to those Guidelines;
9. Includes all other permits, approvals, or authorizations required by the City or another agency; and
10. Complies with all other applicable provisions of the Coalinga Municipal Code, these Policy and Administrative Procedures, and applicable law.

6.4 Conditions of Approval
The Community Development Director or designee may impose reasonable conditions of approval necessary to ensure compliance with these Policy and Procedures, the Coalinga Municipal Code, and other applicable requirements.

Conditions of approval may address, as applicable:

- Installation timing and methods;
- Surface preparation;
- Paints, coatings, materials, and protective treatments;

- Building, electrical, structural, or safety requirements;
- Encroachment, right-of-way, or access requirements;
- Maintenance and graffiti removal;
- Required permits or approvals;
- Inspections;
- Completion deadlines;
- Restoration of affected building surfaces, landscaping, or public improvements;
- Temporary-mural duration and removal requirements; and
- Other requirements reasonably necessary to ensure compliance with applicable City standards.

A condition of approval shall not regulate the mural's message, viewpoint, artistic style, or perceived artistic merit unless the condition is required by applicable law.

6.5 Written Decision

The Community Development Department shall provide the applicant with written notice of the decision to approve, conditionally approve, or deny a mural permit application.

A written decision approving or conditionally approving a mural permit shall identify any applicable conditions of approval, required permits, inspections, deadlines, or other requirements that must be satisfied before or during mural installation.

A written decision denying a mural permit application shall identify the applicable objective standard, City requirement, or legal requirement upon which the denial is based. The written decision shall also include information regarding the applicable appeal procedure and appeal deadline.

Approval of a mural permit does not authorize the applicant, property owner, artist, mural sponsor, or any other person to begin installation until all required permits, approvals, and authorizations have been obtained.

6.6. Expiration of Approval

Unless otherwise specified in the approval or required by another applicable City permit, a mural permit shall expire if installation of the approved mural has not commenced within one year of the approval date.

The Community Development Director or designee may approve a written request for an extension before expiration of the mural permit when the applicant demonstrates good cause for the extension and the approved mural remains consistent with these Policy and Administrative Procedures and other applicable City requirements.

If the approved mural design, dimensions, location, materials, installation method, property ownership, or other material aspect of the project changes before installation, the applicant shall notify the Community Development Department. The Community Development Director or

designee shall determine whether the change requires an amendment to the mural permit or a new mural permit application.

6.7 Effect of Approval

A mural permit authorizes only the mural project described in the approved application and any approved conditions of approval.

Approval of a mural permit does not:

- Approve a sign, advertisement, commercial message, or other component regulated under the Coalinga Municipal Code sign regulations;
- Authorize work in the public right-of-way without an encroachment permit or other required City authorization;
- Authorize structural, electrical, illuminated, projecting, moving, or other features requiring separate Building and Safety review or permits;
- Relieve the property owner, applicant, artist, mural sponsor, or contractor from compliance with applicable federal, state, or local laws; or
- Establish a City obligation to maintain, preserve, restore, alter, or remove a mural.

The property owner shall remain responsible for maintaining the approved mural and the affected building surface in compliance with these Policy and Administrative Procedures, the Coalinga Municipal Code, applicable conditions of approval, and other applicable law.

7. Appeals

7.1 Right to Appeal

A decision to approve, conditionally approve, or deny a mural permit application may be appealed by the applicant or any other person authorized to appeal under the Coalinga Municipal Code.

An appeal shall be filed within the applicable timeframe and in the manner required by the Coalinga Municipal Code and any City-adopted appeal procedures.

7.2 Appeal Authority

An appeal of a mural permit decision shall be heard by the appeal authority designated under the Coalinga Municipal Code for an administrative decision of the Community Development Director or designee.

The appeal authority shall review the decision for consistency with the applicable provisions of the Coalinga Municipal Code, these Policy and Administrative Procedures, applicable conditions of approval, and other applicable law.

7.3 Scope of Review

The appeal authority shall consider the mural permit application, the written decision being appealed, the applicable objective standards, the administrative record, and any timely submitted appeal materials.

The appeal authority shall not affirm, reverse, or modify a mural permit decision based on agreement or disagreement with the mural's message, subject matter, viewpoint, style, or perceived artistic merit, except to the extent that regulation of particular content is authorized by applicable law.

7.4 Appeal Decision

Following review of the appeal, the appeal authority may affirm, reverse, or modify the decision, or remand the matter to the Community Development Director or designee for further consideration consistent with the appeal decision.

The appeal authority's decision shall be documented in writing and shall identify the applicable standards or requirements supporting the decision.

The decision of the appeal authority shall be final, subject to any further appeal or review expressly authorized by the Coalinga Municipal Code or other applicable law.

8. Maintenance, Graffiti, and Vandalism

8.1 Maintenance Responsibility

The property owner shall be primarily responsible for ensuring that an approved mural is maintained in good condition.

The property owner may assign or share maintenance responsibilities with the artist, applicant, or mural sponsor through a private agreement; however, such an agreement shall not eliminate the property owner's responsibilities to the City.

The City shall not assume long-term maintenance, restoration, or preservation responsibility for murals located on private property unless expressly agreed to by the City.

8.2 Maintenance Standards

Approved murals shall be maintained so that they do not exhibit substantial deterioration, as defined in Section 2, or constitute a public nuisance or unsafe condition under applicable law.

Maintenance shall include addressing substantial:

- Fading;
- Peeling or flaking;
- Cracking;
- Weather-related deterioration;
- Physical damage;

- Graffiti or vandalism; and
- Other conditions materially affecting the mural's appearance or integrity.

8.3 Graffiti and Vandalism
The responsible property owner or other designated party shall address graffiti and vandalism within the timeframe established by the City following notice.

Graffiti removal methods should be selected to minimize unnecessary damage to the underlying artwork.

Where damage cannot reasonably be repaired, the City may require restoration, repainting, or removal consistent with these Policy and Procedures and applicable law.

8.4 City Graffiti-Removal Assistance
Where graffiti-removal assistance or equipment is available through the City, a property owner may coordinate with the City regarding available assistance.

City assistance may include the use of available graffiti-removal equipment or cleaning methods where determined appropriate by the City.

Before City personnel perform work that may affect mural artwork, the City may require property owner authorization and acknowledgment of potential impacts to the mural.

Provision of City graffiti-removal assistance shall not transfer long-term maintenance responsibility from the property owner to the City.

9. Artistic Rights, Lifespan, and Removal

9.1 Artistic Rights
Murals may be subject to protections under applicable state and federal law, including the California Art Preservation Act (CAPA) and the federal Visual Artists Rights Act (VARA).

Applicants, artists, and property owners are responsible for understanding applicable rights relating to attribution, alteration, destruction, and removal of artwork.

9.2 Artist / Property Owner Acknowledgment
Prior to installation, the City may require the artist and property owner to execute a written acknowledgment or mural agreement, as applicable, addressing artist rights and the circumstances under which the mural may be maintained, repaired, altered, repainted, replaced, or removed. Such documentation should establish expectations before mural installation and reduce uncertainty regarding future maintenance or removal.

9.3 Mural Lifespan
The anticipated lifespan of the mural shall be identified during the application process.

Approval of a mural does not necessarily establish that the mural will remain permanently.

Temporary murals shall be removed by the end of their approved term unless an extension or subsequent approval is obtained in accordance with City requirements.

9.4 Alteration / Repainting

A Substantial Alteration of an approved mural requires approval of an amendment to the mural permit or a new mural permit before the alteration occurs, unless the Community Development Director or designee determines in writing that the proposed work constitutes routine maintenance, in-kind repair, or restoration under the definition of Substantial Alteration.

Routine maintenance and repair that substantially retains the approved design shall not require a new mural application unless otherwise determined by the City.

9.5 Removal Authority

A mural may be subject to removal in circumstances including:

- Substantial deterioration or failure to maintain the mural;
- Continued graffiti or vandalism that is not corrected;
- Installation or alteration inconsistent with City approval;
- Building demolition, alteration, or redevelopment;
- Property owner-requested removal;
- Expiration of a temporary mural approval; or
- City enforcement action following failure to correct a violation.

Mural alteration or removal shall be undertaken consistent with applicable artist-rights laws and any executed mural agreement or acknowledgment.

The City may require removal of an obsolete mural, as defined in Section 2, subject to applicable law and any applicable mural agreement, approval condition, or artist/property owner acknowledgment.

Following removal, the City may require the affected wall or building surface to be restored to a clean and maintained condition.

10. Code Enforcement and Abatement

10.1 Unapproved Murals

A mural installed without required City approval shall be considered an unapproved mural.

The City may provide the property owner an opportunity to submit a mural application for retroactive review where appropriate.

A wall painting or display determined to constitute commercial signage shall be subject to applicable sign regulations and enforcement procedures.

10.2 Violations

A mural may be considered in violation of these Policy and Procedures when:

- It is installed without required approval;
- Installation substantially differs from the approved mural application;
- Required conditions of approval are not satisfied;
- The mural is substantially altered without required approval;
- The mural is not adequately maintained; or
- Other applicable City requirements are violated.

10.3 Notice and Opportunity to Correct

Enforcement, notice, hearing, appeal, and abatement procedures shall be conducted in accordance with the Coalinga Municipal Code, including the timeframes applicable to the particular violation. For graffiti, the property owner shall comply with the notice and abatement requirements established by the Municipal Code.

Corrective action may include, as applicable:

- Cleaning;
- Maintenance;
- Graffiti removal;
- Repair or restoration;
- Repainting;
- Obtaining required approval;
- Modification; or
- Removal.

Failure to correct a violation within the applicable timeframe may result in further enforcement or abatement pursuant to the Coalinga Municipal Code.

10.4 Abatement

If a violation is not corrected within the applicable timeframe, the City may pursue enforcement or abatement in accordance with the Coalinga Municipal Code and applicable law.

The City may require removal or other corrective action and may recover applicable abatement costs from the responsible property owner or other responsible party, to the extent authorized by law.

11. Mural Agreement

The City may require a mural agreement when necessary to address City ownership or involvement, installation within the public right-of-way, encroachment, public funding, long-term maintenance, insurance, artist-rights issues, or other project-specific responsibilities. A mural agreement is not required for a standard private-property mural unless determined necessary by the Community Development Director or designee based on the factors listed in this section.

The mural agreement may address, as applicable:

- Approved mural location, dimensions, design, and materials;
- Property owner authorization;
- Mural artist and applicant information;
- Installation and anticipated completion timeframe;
- Ownership of the mural and mural image;
- Long-term maintenance responsibilities;
- Graffiti and vandalism response;
- Participation in available City graffiti-removal assistance, if applicable;
- Intended mural lifespan;
- Repair, alteration, repainting, replacement, and removal;
- Applicable CAPA and VARA rights and acknowledgments;
- Liability and insurance requirements;
- Encroachment permits and other required City permits;
- Protection or replacement of affected landscaping, where applicable;
- Enforcement and corrective-action procedures; and
- Responsibility for applicable maintenance, removal, or abatement costs.

The agreement shall be signed by the parties determined necessary by the City before mural installation.

12. Inspection

The City may inspect a mural during installation and following completion to determine consistency with the approved application, these Procedures, applicable conditions of approval, and other applicable City requirements.

If an installation materially differs from the approved mural or does not comply with applicable requirements, the City shall notify the responsible party and may require corrective action pursuant to Section 10.

Supporting Forms and Administrative Procedures

The Community Development Department may prepare and maintain administrative forms and templates necessary to implement these Procedures, including:

A. Mural Permit Application
B. Property Owner Authorization and Maintenance Acknowledgment
C. Mural Agreement, when required under Section 11
D. Inspection Checklist or other administrative materials