



*Dr. Frank Figueroa, Mayor
Stephanie Virgen, Council Member
Denise Delgado, Council Member
Yadira Perez, Council Member*

Application Information and Instructions for Appointment to Coachella City Council

Thank you for your interest in serving the community as an appointed member of the Coachella City Council.

The timeline for filling the City Council vacancy is as follows:

- INSERT DATE Applications due to the City Clerk's office no later than 5:00 p.m.
- INSERT DATE: Interviews will be conducted at the City Council meeting.

To be considered, your application must be received and date stamped by the City Clerk's Office no later than 5:00 p.m. on INSERT DATE. Late applications or additional written information after this time and date will not be accepted.

Please submit your original application to the City Clerk's Office, 53990 Enterprise Way, Coachella, CA 92236. **Emailed and faxed applications will not be accepted. The City Council reserves the right in its discretion to decline to appoint any and all persons who apply and to extend the application period.**

To be eligible to be appointed to the City of Coachella City Council, you must be:

1. 18 years of age or older,
2. A resident of the incorporated area of the City of Coachella,
3. Registered to vote at their current place of residence in Coachella, and
4. Able to certify that they meet the eligibility requirements and are willing to serve as a Councilmember of the City until November 2026.

Please note that:

- The person appointed will hold office until someone is elected to the seat at the November 2026 General Municipal Election.
- Verification of voter registration will be confirmed upon submittal of an application.
- Once an application is filed with the City, all information contained therein (except applicant's telephone number(s) and birthdate) is public record.
- If appointed, you will be required by state law to file a Statement of Economic Interests – Form 700 (assuming office) with the Fair Political Practices and annually thereafter.
- In addition, in compliance with AB 1234, you will be required to take mandatory Ethics Training (biennially) and abide by the Provisions of the Code of Fair Campaign Practices.
- Applicants must be present in-person for interviews in the Council Chambers at INSERT DATE. Please note that the interviews may be televised. Please plan to arrive by INSERT TIME to check-in with City staff.

COMPLETED APPLICATIONS MUST BE RECEIVED AND DATE STAMPED BY THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON INSERT DATE.

**CITY OF COACHELLA
APPLICATION FOR APPOINTMENT
TO CITY COUNCIL VACANCY
(Term begins upon appointment and ends November 2026)**

INSTRUCTIONS: Complete this application and return it IN PERSON to the City Clerk's Office, 53990 Enterprise Way, Coachella, CA 92236. Emailed and faxed applications will not be accepted. If you have any questions, please contact the City Clerk's Office at (760) 398-3502. Please TYPE or PRINT clearly in ink. If you wish to submit additional information, please attach to this application. **All information herein (except applicant's telephone number(s) and birthdate) is a public record.**

APPLICATIONS ARE DUE BY _____, _____, 2026, AT 5:00 P.M.

FIRST NAME: _____ **LAST NAME:** _____

PLEASE PROVIDE YOUR BIRTHDATE (MM/DD/YYYY) _____
(VOTER REGISTRATION VERIFICATION ONLY)

HOME ADDRESS: _____
Street City Zip Code

HOME PHONE: (____) _____

CELL PHONE: (____) _____

EMAIL: _____

BUSINESS PHONE: (____) _____

BUSINESS NAME: _____

OCCUPATION _____

BUSINESS ADDRESS: _____
Street City Zip Code

ARE YOU CURRENTLY A RESIDENT OF COACHELLA? _____

HOW MANY YEARS? _____

WHY DO YOU WISH TO SERVE THE CITY AS A CITY COUNCILMEMBER?

DESCRIBE YOUR EXPERIENCE AND/OR EDUCATION THAT MAKES YOU A QUALIFIED CANDIDATE FOR THE CITY COUNCIL.

IN YOUR OPINION, WHAT ARE THE MOST IMPORTANT ISSUES FACING THE CITY OF COACHELLA AND WHAT ARE YOUR SUGGETIONS ON HOW TO ADDRESS THOSE ISSUES?

WHAT VISION DO YOU HAVE FOR THE FUTURE OF THE CITY OF COACHELLA?

WHAT POSITIVE CONTRIBUTIONS HAVE YOU MADE TO THE LOCAL COMMUNITY?

WHAT IS YOUR EXPERIENCE WORKING AS A TEAM MEMBER OR COLLABORATOR?

PLEASE PROVIDE ANY ADDITIONAL INFORMATION OR COMMENTS YOU FEEL WOULD ASSIST THE CITY COUNCIL IN CONSIDERING YOUR APPLICATION

LIST THREE (3) COACHELLA REFERENCES WHO SUPPORT THIS APPLICATION

Name: _____ Phone/Email _____

Name: _____ Phone/Email _____

Name: _____ Phone/Email _____

WHAT COMMUNITY ORGANIZATIONS HAVE YOU SERVED ON?

City Council Meetings are typically held in the evening on the second and fourth Wednesdays of the month at 6:00 p.m. Additionally, a flexible work schedule is required to attend day or evening meetings (i.e. subcommittee, outside agency, special meetings, study sessions, and public workshops, etc.) and City-sponsored events (i.e. ribbon cutting or ground breaking events, holiday events, etc.)



Will you be able to attend all the types of meetings and/or events as listed above? Yes ___ No ___

Are you a registered voter (City of Coachella)? Yes ___ No ___

Are you willing to file a Statement of Economic Interests (Form 700), as required? Yes ___ No ___

Are you willing to complete the AB 1234 Ethics Training, as required? Yes ___ No ___

Are you willing to agree to abide by the Provisions of Code of Fair Campaign Practices? Yes ___ No ___

Are you willing to agree to abide by the City's Code of Conduct? Yes ___ No ___

If NO, to any of the above, please explain:

Note: All information contained herein is a public record.

ELIGIBILITY REQUIREMENTS: 1) be 18 years of age or older, 2) be a resident of the incorporated area of the City of Coachella, 3) be a registered voter at the applicant's current place of residence in Coachella, and 4) be able to certify that they meet the eligibility requirements and (5) are willing to serve in the office for the remainder of the unexpired term.

By signing, I hereby certify that I meet all 5 eligibility requirements above. Dated: _____

PRINTED NAME: _____

Applicants must be present in-person for interviews in the Council Chambers at the City Council Meeting scheduled for 6:00 p.m. on _____, _____, 2026 (no Zoom participation permitted). Please note that interviews may be televised. Please arrive by 5:30 p.m. to check-in with City staff.

CITY CLERK ONLY
Voter Registration
Verified
Date:____ Initials:____