



**AGENDA**  
OF A REGULAR MEETING  
OF THE  
CITY OF COACHELLA  
PARKS AND RECREATION COMMISSION

**April 18, 2023**  
4:30 PM

**This meeting's options will be either in-person or via Zoom:**

<p>In-Person Meeting Location:</p> <p>Coachella City Hall Council Chamber 1515 Sixth Street Coachella, CA</p>	<p><b>If you would like to attend the meeting via Zoom, here is the link:</b></p> <p><a href="https://us02web.zoom.us/j/88457271898?pwd=REdzU1NoOmpVSFhWTDVaZ0VCekYxdz09">https://us02web.zoom.us/j/88457271898?pwd=REdzU1NoOmpVSFhWTDVaZ0VCekYxdz09</a>  Or One tap mobile : 16699006833,,88457271898#,,,,*606140#  Or Telephone:  US: +1 669 900 6833  <b>Webinar ID: 884 5727 1898</b>  <b>Passcode: 606140</b></p> <p><b>Spanish:</b> El idioma español está disponible en Zoom seleccionado la opción en la parte de abajo de la pantalla</p>
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- Public comments may be received **either in person, via email, telephonically, or via Zoom** with a limit of **250 words, or three minutes:**
  - **In Real Time:**  
If participating in real time via Zoom or phone, during the Public Comment Period, use the “**raise hand**” function on your computer, or when using a phone, participants can raise their hand by pressing \*9 on the keypad.
  - **In Writing:**  
Written comments may be submitted to the City Council electronically via email to [cityclerk@coachella.org](mailto:cityclerk@coachella.org). Transmittal **prior to the start** of the meeting is required. All written comments received will be forwarded to the City Council and entered into the record.
  - If you wish, you may leave a message at (760) 262-6240 before 5:30 p.m. on the day of the meeting.
- The **live stream** of the meeting may be **viewed online** by accessing the city's website at [www.coachella.org](http://www.coachella.org), and clicking on the "**Watch Council Meetings**" tab located on the home page, and then clicking on the "live" button.

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**APPROVAL OF AGENDA:**

“At this time the Commission may announce any items being pulled from the agenda or continued to another date or request the moving of an item on the agenda.”

**APPROVAL OF THE MINUTES:**

**PRESENTATIONS:**

**NEW BUSINESS CALENDAR (LEGISLATIVE AND ADMINISTRATIVE):**

1. Provide direction on Park User Fee Schedule.
2. Update 2022 Coachella Parks and Recreation Foundation activity.
3. Recommend Coachella Youth Sports Association Soccer (CYSAS) be removed as a leesee of the City and CYSAS Sublease Agreement for use of the Armtec Defense property, due to default of Section 7 of the Sublease Agreement.

**PUBLIC COMMENTS (NON-AGENDA ITEMS):**

“The public may address the Commission on any item of interest to the public that is not on the agenda, but is within the subject matter jurisdiction thereof. Please limit your comments to three (3) minutes.”

**REPORTS AND REQUESTS:**

Commissioner Comments

Public Works Director's Comments

**ADJOURNMENT:**

*Complete Agenda Packets are available for public inspection at the  
City Clerk's Office at 53-462 Enterprise Way, Coachella, California, and on the  
City's website [www.coachella.org](http://www.coachella.org).*

THIS MEETING IS ACCESSIBLE TO PERSONS WITH DISABILITIES

# AGENDA

DE UNA REUNIÓN ORDINARIA

DE LA

CIUDAD DE COACHELLA

COMISIÓN DE PARQUES Y RECREACIÓN

**18 de abril de 2023**

4:30 PM

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Si desea asistir a la reunión a través de Zoom, aquí está el enlace:

<https://us02web.zoom.us/j/86291638284?pwd=NUJQZGNINEIxa09UUzZ1cFZEandrdz09>

Contraseña: 970236

O un toque en el móvil:

US: +16699006833,,86291638284#,,,,\*970236# or +12532158782,,86291638284#,,,,\*970236#

O Teléfono:

Marque (para mayor calidad, marque un número según su ubicación actual):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099

Identificación del Webinar: 862 9163 8284

Contraseña: 970236

Español: El idioma español está disponible en Zoom seleccionando la opción en la parte de abajo de la pantalla.

Los comentarios públicos se pueden recibir por correo electrónico, por teléfono o por zoom con un límite de 250 palabras o tres minutos:

### **En Tiempo Real:**

Si participa en tiempo real a través de Zoom o teléfono, durante el período de comentarios públicos, use la función "levantar la mano" en su computadora, o cuando use un teléfono, los participantes pueden levantar la mano presionando \*9 en el teclado.

### **Por Escrito:**

Los comentarios escritos pueden enviarse a la comisión electrónicamente por correo electrónico a [mmartinez@coachella.org](mailto:mmartinez@coachella.org). Se requiere la transmisión antes del inicio de la reunión. Todos los comentarios escritos que se reciban se enviarán a la comisión y se incluirán en el registro.

SI LO DESEA, PUEDE DEJAR UN MENSAJE AL (760) 501-8111, ANTES DE LAS 3:00 P.M. EL DÍA DE LA REUNIÓN.

**SE ABRE LA SESIÓN:**

**JURAMENTO A LA BANDERA:**

**PASE DE LISTA:**

**APROBACIÓN DE LA AGENDA:**

“En este momento, la Comisión puede anunciar cualquier ítem que esté siendo eliminado de la agenda o que se esté aplazando a otra fecha o solicitar que se mueva un ítem de la agenda.”

**APROBACIÓN DE LAS MINUTAS:**

**PRESENTACIONES:**

1. Proporcione instrucciones sobre el Programa de tarifas de usuario del parque.
2. Actualización sobre las becas de la fundación de parques y recreación de Coachella.
3. Recomendar que Coachella Youth Sports Association Soccer (CYSAS) sea eliminado como arrendatario de la Ciudad y el Acuerdo de subarrendamiento de CYSAS para el uso de la propiedad de Armtec Defense, debido al incumplimiento de la Sección 7 del Acuerdo de subarrendamiento.

**NUEVO CALENDARIO DE ACTIVIDADES (LEGISLATIVO Y ADMINISTRATIVO):**

**COMENTARIOS PÚBLICOS (ÍTEMES QUE NO ESTÁN EN LA AGENDA):**

“El público puede dirigirse a la Comisión sobre cualquier tema de interés para el público que no esté en la agenda, pero que esté dentro de la jurisdicción del tema de la misma. Por favor, limite sus comentarios a tres (3) minutos.”

**INFORMES Y SOLICITUDES:**

Comentarios del Comisionado

Comentarios del Director de Obras Públicas

**SE LEVANTA LA SESIÓN:**

*Los Paquetes Completos de la Agenda están disponibles para inspección pública en la Oficina del Secretario Municipal en 53-462 Enterprise Way, Coachella, California, y en el sitio web de la Ciudad [www.coachella.org](http://www.coachella.org).*

ESTA REUNIÓN ES ACCESIBLE PARA PERSONAS CON DISCAPACIDAD



**STAFF REPORT**  
**4/18/2023**

**TO:** Parks and Recreation Chair and Commissioners  
**FROM:** Maritza Martinez, Public Works Director  
**SUBJECT:** Provide direction on Park User Fee Schedule.

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**STAFF RECOMMENDATION:**

Provide direction on Park User Fee Schedule.

**EXECUTIVE SUMMARY:**

The City Council approved reduction of the city’s park user fees to no fee last year in April 2022. As a part of this action the City Council also asked that the park fees be re-evaluated annually. Discussion by the City Council in April of 2022, was spurred by interest to assist sports leagues to reduce their registration fees.

After this action was taken by the City Council only one of the four sports leagues using the city’s park facilities decreased their registration fees. Based on these results staff is recommending returning park use fees to the 2011 park use fees listed below:

- Coachella Fee Schedule
 

<u>Fee Type</u>	Approved Fee Per Hour
○ Park Usage–R/NR	\$31.50
○ Stage Reservation–R/NR	\$187.00 per day
○ Sport Field Permit–Youth MOU (R)	\$4.00
○ Sport Field Permit –Adult MOU	\$4.00
○ Sport Field Permit- R	\$8.00
○ Sport Field Permit – NR	\$15.00
○ Sports Lighting- Youth MOU (R)	\$9.00
○ Sports Lighting-Adult MOU (R)	\$9.00
○ Sports Lighting-R/NR	\$18.00
○ Sports Diamond-R/NR	\$194.00
○ Snack Bar-R	\$187.00 per season

As part of the April 2023 City Council action, the below fields at Bagdouma Park and Rancho Las Flores Park were set aside for only non-league rentals so that non-league recreational use is protected. This would be in addition to community field use lighting days already established.

- Bagdouma Park Field 4 (soccer and baseball fields) would be set aside for only non-league field rentals on Fridays all day, Saturday after 2pm and Sunday after 2pm.
- Rancho Las Flores Park Field 1 would be set aside for only non-league field rentals on Wednesdays (all day), Saturday after 2pm and Sunday after 2pm. On the identified days the identified fields would not be rented to any league for regular season league play.

Staff is requesting feedback on the continuation of Public Field Use Days as identified above.

**FISCAL IMPACT:**

The recommended action will result in an estimated \$150,000 increase in estimated revenues annually.

**ALTERNATIVES:**

1. Recommend park fee schedule remain as it exists and continuance of established Public Field Use Days.
2. Recommend updating park fee schedule to reflect all park use rentals at 100%.
3. Recommend reducing park fee schedule to reflect another fee percentage.



**STAFF REPORT**  
**4/18/2023**

**TO:** Parks and Recreation Chair and Commissioners  
**FROM:** Maritza Martinez, Public Works Director  
**SUBJECT:** Update 2022 Coachella Parks and Recreation Foundation activity.

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**STAFF RECOMMENDATION:**

Update 2022 Coachella Parks and Recreation Foundation activity.

**EXECUTIVE SUMMARY:**

The Coachella Parks and Recreation Foundation has one program, established in 2017, a Scholarship Program. The Foundation Scholarship Program is available to support youth (18 years of age and younger) programming on a reimbursement basis and the program guidelines are listed below:

- An applicant is eligible once annually
- Scholarships are approved on a first come first serve basis as long as funding allows starting in January of each calendar year;
- Approved scholarships will be for 50% of the recreation program submitted for, with a maximum award of \$75.00
- To ensure all programs have equal access to the scholarship program each program can be approved up to 20 scholarships annually.

In calendar year 2022, the total number of approved scholarships was 32. The total award for these scholarships was \$1,500; these were the only expenditures for the Foundation in 2022. The 32 scholarships awarded in 2022 were awarded to youth in the following recreation programs: Desert Recreation District (3), Little Arabs (16) and Coachella Youth Baseball Softball Association (13). The Foundation has a fund balance of \$16,786.

**FISCAL IMPACT:**

None.



**STAFF REPORT**  
**4/18/2023**

**TO:** Parks and Recreation Chair and Commissioners

**FROM:** Maritza Martinez, Public Works Director

**SUBJECT:** Recommend Coachella Youth Sports Association Soccer (CYSAS) be removed as a lessee of the City and CYSAS Sublease Agreement for use of the Armtec Defense property, due to default of Section 7 of the Sublease Agreement.

**STAFF RECOMMENDATION:**

Recommend Coachella Youth Sports Association Soccer (CYSAS) be removed as a lessee of the City and CYSAS Sublease Agreement for use of the Armtec Defense property, due to default of Section 7 of the Sublease Agreement.

**BACKGROUND:**

On July 13, 2016, the City Council entered into a Lease Agreement with Armtec Defense and a Sublease Agreement with CYSAS. These agreements leased the City 11 acres of undeveloped land, owned by Armtec Defense, and also subleased this same property to CYSAS. Armtec Defense asked the City be the intermediary lessor with the sports league; for while Armtec supported the property be used by the league(s), they did not want to manage ensuring the league(s) would maintain the property required by both the Lease and Sublease Agreements.

The Sublease Agreement was amended on February 23, 2022 as the city's second soccer league (Coachella Valley Soccer League (CVSL)) showed interest in also using the Armtec Defense property. The leased property has four soccer fields on it and as a result of the Amended Sublease the four soccer fields were split; two were Subleased to CYSAS and two were Subleased to CVSL. Based on the allocated property subleased to each sport league a separate water meter was installed to monitor and bill each league based on their water use; water is the only utility that is paid for in the maintenance of the leased/subleased property.

CYSAS has been delinquent on their water billing for most of their subleased term, but the City has worked with placing them on payment plan arrangements to manage the amounts owed. During COVID, CYSAS' amount due ballooned up to \$54,168.20 in January 2022; no shutoffs were being conducted due to COVID. In January 2022, Coachella Water Authority commercial accounts were applied state grant funds for the amounts that they may have gone negative during COVID; this account is a commercial account and was credited \$33,549.44.



The customer has been receiving their regular monthly bill notifying them of the amount owed each month. The amount owed in February 2023, was \$40,005.85. Staff reached out to the customer in February 2023 and offered them a payment plan that would require they pay the amount owed in 17 months, while also making their full monthly payments moving forward; default of either would result in a default of the payment plan. Staff did not receive a response to the proposed payment plan option and the customer was shut off on April 3, 2023.

**DISCUSSION/ANALYSIS:**

CYSAS is in default of Section 7 of the Sublease agreement. Section 7 of the Sublease agreement requires CYSAS pay all utility billing required to maintain the property leased. Staff is recommending the Sublease Agreement be amended to remove CYSAS as a party to the lease and amend the Lease Agreement to reflect only the property still being leased by CVSL.

Staff is also requesting feedback regarding the Sport League MOU as CYSAS is a party to this MOU and currently owes the Coachella Water Authority \$40,005.85. Staff is looking at funding sources available to try to repay the utility using grant funds that may still be available for utility billing but nothing has been obtained at this time.

**FISCAL IMPACT:**

The City/Coachella Water Authority has a \$40,005.85 unpaid debt.

**ALTERNATIVES:**

1. Recommend the Sublease Agreement be amended to remove CYSAS as a party to the lease and amend the Lease Agreement to reflect only the property still being leased by CVSL.
2. Recommend the Sublease Agreement be amended to remove CYSAS as a party to the lease and amend the Lease Agreement to reflect only the property still being leased by CVSL; revisit Sport League MOU participation by CYSAS.
3. Provide alternate direction.