



City Hall Council Chamber  
1515 Sixth Street, Coachella, California  
(760) 398-3502 ♦ [www.coachella.org](http://www.coachella.org)

# AGENDA

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

**May 17, 2022**  
4:30 PM

Pursuant Assembly Bill 361,  
along with the Governor's State of Emergency Declaration issued on March 4, 2020,  
this meeting may be conducted via teleconference.

**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/86291638284?pwd=NUJQZGNINEIxa09UUzZ1cFZEandrdz09">https://us02web.zoom.us/j/86291638284?pwd=NUJQZGNINEIxa09UUzZ1cFZEandrdz09</a></p> <p>Or One tap mobile : US: +16699006833,,86291638284#,,, *970236#</p> <p>Or Telephone: US: +1 669 900 6833</p> <p><b>Webinar ID: 862 9163 8284</b> <b>Passcode: 970236</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 Commission electronically via email to [acarranza@coachella.org](mailto:acarranza@coachella.org). Transmittal **prior to the start** of the meeting is required. All written comments received will be forwarded to the Commission and entered into the record.
  - **If you wish**, you may leave a message at **(760) 398-3502, extension 102, before 4:00 p.m.** on the day of the meeting.

**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:**

1. Regular Meeting Minutes of April 19, 2022, of the Parks and Recreation Commission of the City of Coachella, California.

**PRESENTATIONS:**

None.

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

2. Recommend deferring annual audit proceedings identified in the Memorandum of Understanding to Spring 2023 due to reduced field use and league operations by all sports leagues in 2020; in Spring 2023, it is recommended the audited years include 2021 and 2022.

**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 on the  
City's website [www.coachella.org](http://www.coachella.org).*

THIS MEETING IS ACCESSIBLE TO PERSONS WITH DISABILITIES



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

**April 19, 2022**  
4:30 PM

**CALL TO ORDER:**

The Regular Meeting of the Parks and Recreation Commission of the City of Coachella was called to order at 4:31 p.m. by Chair Lesly Figueroa.

**PLEDGE OF ALLEGIANCE:**

Chair Figueroa led the Pledge of Allegiance.

**ROLL CALL:**

Present: Alternate Commissioner Javier Figueroa, Commissioner Rosalio Avila, Commissioner J. Carlos Ayala, Vice Chair Karina Rodriguez, and Chair Lesly Figueroa

Absent: Alternate Commissioner Javier Figueroa, and Commissioner Ezra Cadena.

**Pursuant Assembly Bill 361, along with the Governor’s State of Emergency Declaration issued on March 4, 2020, this meeting was conducted both in-person and via teleconference/electronically.**

**APPROVAL OF AGENDA:**

There were no modifications to the agenda.

Motion: To approve the agenda as presented

Made by: Vice Chair Rodriguez

Seconded by: Commissioner Avila

Approved: 4-0, by a unanimous roll call vote:

AYES: Commissioner Avila, Commissioner Ayala, Vice Chair Rodriguez, and Chair Figueroa.

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Cadena.

**APPROVAL OF THE MINUTES:**

1. Regular Meeting Minutes of March 15, 2022, of the Parks and Recreation Commission of the City of Coachella, California.

Motion: To approve the minutes as presented

Made by: Vice Chair Rodriguez

Seconded by: Commissioner Ayala

Approved: 4-0, by a unanimous roll call vote:

AYES: Commissioner Avila, Commissioner Ayala, Vice Chair Rodriguez, and Chair Figueroa.

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Cadena.

**PRESENTATIONS:**

None.

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

2. Provide direction on Park User Fee Schedule.

Action: None. Discussion by the Commission was left unresolved in a recommendation to the City Council.

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

None.

**REPORTS AND REQUESTS:**

Commissioner Comments

Public Works Director's Comments

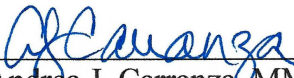
Upcoming special events:

- April 30, 2022: Day of the Young Child at Veterans' Memorial Park
- Each Sunday in May: Suavecito Sundays at Veterans' Memorial Park
- Each Friday in May: Movies in the Park at Bagdouma Park

**ADJOURNMENT:**

There being no further business to come before the Commission, Chair Figueroa adjourned the meeting at 5:14 p.m.

Respectfully submitted,

  
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Andrea J. Carranza, MMC  
Deputy City Clerk



**STAFF REPORT**  
**5/17/2022**

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

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

**SUBJECT:** Recommend deferring annual audit proceedings identified in the Memorandum of Understanding to Spring 2023 due to reduced field use and league operations by all sports leagues in 2020; in Spring 2023, it is recommended the audited years include 2021 and 2022.

**STAFF RECOMMENDATION:**

Recommend deferring annual audit proceedings identified in the Memorandum of Understanding to Spring 2023 due to reduced field use and league operations by all sports leagues in 2020; in Spring 2023, it is recommend audited years include 2021 and 2022.

**BACKGROUND:**

Since 2007, the City has entered into a Memorandum of Understanding (MOU) with the local nonprofit sports leagues for use of park facilities. The MOU identifies the league season per league correspondent to Bagdouma Park and Rancho Las Flores Park; the MOU also identifies areas of the park available to each league use during their identified season.

**DISCUSSION/ANALYSIS:**

Section 8 of the current Memorandum of Understanding (MOU) with the Sport Leagues identifies that the Sports League shall be audited by a third party financial firm bi-annually. The last year this was completed was 2019, which included CVSL and CLAYF. The audits include two calendar years of activity per league audited.

Due to the lack of sport league activity that occurred at city facilities during 2020 it is recommended that no audits be completed this year and be deferred until 2023. If the Commission supports this recommendation, staff will audit the leagues next in rotation in 2023, for calendar years 2021 and 2022; those leagues that would be in this rotation include CYSAS, CYBSA and CVRYFA.

**FISCAL IMPACT:**

Recommended action will have a positive fiscal impact of \$8,000-\$10,000.