



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

**April 19, 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 March 15, 2022, of the Parks and Recreation Commission of the City of Coachella, California.

**PRESENTATIONS:**

None.

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

2. Provide direction on Park User Fee Schedule.

**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

**March 15, 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 4:40 p.m. by Chair Lesly Figueroa.

**PLEDGE OF ALLEGIANCE:**

Chair Figueroa led the Pledge of Allegiance.

**ROLL CALL:**

Present: Commissioner J. Carlos Ayala, Vice Chair Karina Rodriguez, and Chair Lesly Figueroa

Absent: Alternate Commissioner Javier Figueroa, Commissioner Rosalio Avila, Commissioner Ezra Cadena.

*It was noted for the record that Commissioner Avila contacted staff to notify of his absence.*

**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 Ayala

Approved: 3-0, by a unanimous roll call vote:

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

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Avila and Commissioner Cadena.

**APPROVAL OF THE MINUTES:**

1. Regular Meeting Minutes of February 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: Chair Figueroa

Approved: 3-0, by a unanimous roll call vote:

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

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Avila and Commissioner Cadena.

**PRESENTATIONS:**

2. Park Field Use Fee Review. Staff to meet with the leagues about the possibility of reduced User Fees passed along to the players, and then return to the Commission for an update.

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

None.

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

None.

**REPORTS AND REQUESTS:**

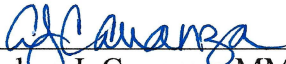
Commissioner Comments

Public Works Director's Comments

**ADJOURNMENT:**

There being no further business to come before the Commission, Chair Figueroa adjourned the meeting at 5:06 p.m.

Respectfully submitted,

  
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Andrea J. Carranza, MMC  
Deputy City Clerk



**STAFF REPORT**  
**4/19/2022**

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

**STAFF RECOMMENDATION:**

Provide direction on Park User Fee Schedule.

**EXECUTIVE SUMMARY:**

City Council has asked the park fees be re-evaluated and is interested in evaluating decreasing the existing rates up to a no cost, deposit only rate. Staff presented this to the Parks and Recreation Commission as a discussion item during its March 2022 meeting. The City’s current park fee schedule is as follows and reflects a 50% reduction in rates for youth and adult sport league use.

- Coachella Fee Schedule
 

<b><u>Fee Type</u></b>	<b>Approved Fee Per Hour</b>
○ 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

Discussion by the City Council on this topic was spurred by interest to assist sports leagues to reduce their registration fees; thus if park fees were reduced sports leagues should decrease their registration rates. Staff met with four of its five local leagues (only the Jr. Raiders were unavailable to meet with). During these discussions all leagues advised they were appreciative of the contemplated park fee reduction; two leagues (CVSL and CYBSA) identified they do not have concerns with the current park use fee in place today. Four of the five leagues advised if park fees were reduced they would also proportionately decrease their registration rates; CYSAS identified

they would not be able to reduce their registration rate and without a park fee reduction would need to increase rates due to increasing operational costs.

If it is recommended the park user fee be reduced up to a zero cost permit fee the Facility Use Permit issued for park and field rentals will need to be a deposit based permit. Staff recommends a refundable deposit of \$100 per park/field use rental.

Staff also recommends if the fee is reduced to a zero based fee that the below fields at Bagdouma Park and Rancho Las Flores Park be set aside for only non-league rentals so that non-league recreational use is protected. Staff has spoken with each league and identified a public rental field be set aside one day during the week and two days during the weekends as follows:

- 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.

**FISCAL IMPACT:**

The recommended action will result in an estimated \$75,000 reduction of estimated revenues annually.

**ALTERNATIVES:**

1. Recommend park fee schedule remain as it exists.
2. Recommend updating park fee schedule to reflect all park use rentals at 50% and non-resident fee at 100% (no reduction).
3. Recommend reducing park fee schedule to reflect another fee percentage.
4. Recommend reducing park fee schedule to reflect a zero fee permit and include public reservations fields be identified.