



STAFF REPORT
6/24/2026

TO: Honorable Mayor and City Council Members

FROM: Gustavo Romo, City Manager

PREPARED BY: Andrew Simmons, P.E., Director of Public Works/City Engineer

SUBJECT: Authorize the City Manager to sign and execute the Fourteenth Amended and Restated Memorandum of Understanding Between the City of Coachella and the Sports Leagues, and establish field use fees for the 26/27 sports season.

STAFF RECOMMENDATION:

Staff recommends that the City Council authorize the City Manager to sign and fully execute the Fourteenth Amended and Restated Memorandum of Understanding Between the City of Coachella and the Sports Leagues and negotiate non substantive changes as needed.

Adopt and reaffirm the language in section 7 of the MOU establishing the requirement to pay field use fees, and determine applicable field use fees for the 26/27 sports season. Staff recommends reinstituting field use fees at a rate of 50% for all Sports League partners for the 26/27 season.

BACKGROUND MOU:

The City of Coachella maintains and operates sports fields at Bagdouma Park and Rancho Las Flores Park, including soccer fields, football fields, baseball fields and softball fields. The City has entered into a Memorandum of Understanding (MOU) with multiple sports leagues for the rules, use and management of the sports fields.

The sports leagues that currently participate in the MOU include Coachella Youth Baseball & Softball Association (hereinafter "CYBSA"), Coachella Valley Soccer League ("CVSL"), Coachella Youth Sports Association — Soccer (hereafter "CYSA-S") and Coachella Little Arabs Youth Football (hereinafter "CLAYF").

The Thirteenth amendment to the MOU was signed by all parties on July 10th of 2024 which covered the 2024 and 2025 sports seasons. The MOU was automatically extended for a one year period in accordance with Section 10 of the MOU, on July 1st of 2025 for the 2025/2026 sports seasons.

On May 19th of 2026, A presentation to discuss possible changes to the MOU was publicly discussed at the regularly scheduled Parks and Recreation Commission meeting. The comments from the public and from the Commissioners were considered and a final draft of the modified MOU has been produced. The Final draft of the MOU has been received and reviewed by the City Attorneys to conform with legal requirements therein.

On June 16th of 2026, the Parks and Recreation Commission voted to approve the MOU and provide a recommendation to City Council for formal adoption with an edit to the field use distribution between CVSL and CYSA-S. Both the original draft MOU and the Parks and Recreation Commission edits are presented herein. The edits include the usage of field #3 at Bagdouma Park during the spring soccer season.

BACKGROUND FIELD USE FEES:

The City of Coachella has adopted field use fees per the user fee studies conducted on a periodic basis. Field use fees are currently set at \$8 per hour per field and an additional \$18 per hour per field is charged for park lights, if the field is reserved after sundown. Prior to the the 2021/2022 sports seasons, the City Council had traditionally established field use fees for our league partners at 50% of the regular user fees. In response to economic pressure due to Covid and reduced participation in sports, the City Council waived all fees for the Sports leagues for the 21/22 season. This decision was then reaffirmed in both 2022 and 2024.

DISCUSSION/ANALYSIS MOU:

The Fourteenth Amended MOU is attached for reference and all changes to the previous document are highlighted in RED. The primary changes proposed within the final draft include, but are not limited to:

- Recitals and sections 2 “Access to City Park Areas by Sports Leagues”: Additional field use days have been allocated to CYBSA in section 2.1 to account for their all-star season which extends until late August. Schedule modifications and field allotments have been modified in sections 2.2 and 2.3 to better align the soccer league schedules with required maintenance schedules so that maintenance will have less impact on the playable seasons.
- Section 5 – “General Liability Insurance and Business License”: The previous section 5 has been stricken in its entirety and is replaced with legal conforming language as approved by the City attorneys.
- Section 6 – “Record Keeping”: Section 6,8 has been updated to ensure better record keeping between all parties.
- Section 9 – “Code of Conduct and Enforcement”: The previous section 9 has been stricken in its entirety and is replaced with legal conforming language as approved by the City attorneys.
- Section 10 – “Term”: the Term of the agreement has been updated to last for 5 years instead of 1 year.
- Exhibits: Both Exhibits showing the park use areas have been updated.

At the June 16th Parks and Recreation Commission meeting, staff presented a draft MOU that included a recommendation to revert back to the field distribution that was present prior to 2021, which includes CYSA having sole access to the soccer fields at Bagdouma and CVSL having sole access to the fields at Las Flores. CYSA has expressed concerns for years that when soccer field # 3 at Bagdouma was taken away from them, that it has caused conflict between the leagues and reduced their programming capacity. CVSL has expressed concerns that the distribution of fields between the two leagues is not equal since Bagdouma has more soccer fields than Las Flores.

The Staff recommendation presented to the Parks and Recreation Commission on June 16th, 2026 and publicly discussed at the City Council meeting during previous meetings is to have the two separate soccer league providers perform all of their operations at the two separate parks. This provides better management and organization for City staff and prevents conflict among the leagues regarding shared field use. The original edits to the thirteenth amendment are shown in red, and the proposed edits to the draft MOU suggested by the Parks and Recreation Commission are shown below in blue:

2.2. CVSL shall have access to the areas of Rancho Las Flores Park

described as areas C1, C2 and C3 in Exhibit 2 and area D in Exhibit 1, as permitted by the issued annual/monthly Facility Use Permit. The available uses of these areas during season play are as follows:

- 1) July 15th to December 1st : Exhibit 2 areas C1, C2 and C3;*
- 2) January 15 to June 1st: Exhibit 2 areas C1, C2, and C3 And Exhibit 1 area C3.*

2.3. CYSA-S shall have access to the areas of Bagdouma Park described

as areas C in Exhibit 1 and as reflected in the issued annual/monthly Facility Use Permit. The available uses of these areas during season play are as follows:

- 1) July 15th to December 1st : Exhibit 1 areas C1, C2, C5, C6;*
- 2) January 15th to June 1st : Exhibit 1 areas C1, C2, ~~C3~~, C4, C5, C6 ;*

It should be noted that no changes have been made or proposed to section 7, regarding user fees. Per the existing and adopted MOU as signed by all the sports league partners and the City of Coachella, Sports leagues are required to pay regular sports field use fees. It has been noted that City Council has waived all sports field use fees since 2022. Prior to 2022, The City Council had waived 50% of the sports field use fees. It should also be noted that the City Council has the sole authority to approve fee waivers at this time.

It is recommended to retain the language in section 7 that requires the payment of sports field user fees. In each year of the contract the sports leagues may petition the City Council at that time for a fee reduction or a fee waiver. However, it is recommended that this decision should be decided on an annual basis by the City Council.

The above changes were all discussed at previous public meetings and have been reviewed by the City Attorneys. As such, it is recommended that the City Council approve the Fourteenth Amended Memorandum of Understanding Between the City of Coachella and the Sports Leagues.

DISCUSSION/ANALYSIS FIELD USE FEES:

Per section 7 of the approved 13th amended MOU and the proposed 14th amended MOU, all Sports Leagues are required to pay regular facility use fees. However, it has been past practice of the City Council to waive a portion or all of the Sports Field User fees at the beginning of each season. It is recommended to keep the adopted language in section 7 of the MOU intact and continue the practice of the sports leagues soliciting for a partial fee waiver at the start of each season. This allows the City Council to weigh the user fees, annual budget needs and community needs on an annual basis. Section 7 of the MOU reads as follows:

7. *User Fees. The Sports Leagues must pay the approved user fees for their use of City facilities. All uses must be permitted and codified per an issued Facility Use Permit.*

7.1 *All Facility Use Permits will reflect the total sports season use costs. Each Sports League will have the option to 1) pay all fees prior to the start of its sports season 2) pay fees on a month to month basis or 3) establish up to three payment installments in order to pay the complete amount owed for use of the City facilities during its sports season (the last installment payment cannot be scheduled later than thirty-one (31) days before the end of the sports season).*

7.2 *Should the Sports League lapse in any one of its arranged payment installments a Notice of Correction will be issued and the Sports League will be provided fourteen (14) days to pay the agreed payment otherwise the Sports League's Facility Use Permit will be revoked until the full payment due is made.*

City Staff has evaluated the total cost of ownership for the sports fields and determined that it is about 1.1 million dollars per year. This includes staffing, contractors, maintenance, water, electricity, equipment, lighting, and all other ancillary needs. Prior to the 2021/2022 Sports Season the City collected a combined total of about \$100,000 per year from the sports leagues when charging field use rates at a reduced 50% rate. If the Sports Leagues were charged field use fees at the full rate, the anticipated combined cost to the leagues would be about \$200,000 per year. Since the fees have been fully waived for 5 continuous years, this has amounted to a total of One Million dollars in lost revenue that would be available for the proper maintenance and operations of the city's sports field facilities.

In order to provide the best overall service to our communities and maintain all city sports facilities at the highest level, it is recommended that the City Council reinstate field use fees for the 26/27 sports season. At this time, it is recommended that the field use fees be reduced by 50% to reestablish the pre-covid rates that had been collected prior to 2021.

ALTERNATIVES MOU:

1. Authorize the City Manager to sign and fully execute the Fourteenth Amended and Restated Memorandum of Understanding Between the City of Coachella and the Sports Leagues as presented.
2. Authorize the City Manager to sign and fully execute the Fourteenth Amended and Restated Memorandum of Understanding Between the City of Coachella and the Sports Leagues as presented.
3. Authorize the City Manager to sign and fully execute the Fourteenth Amended and Restated Memorandum of Understanding Between the City of Coachella and the Sports Leagues with inclusion of additional edits.
4. Do not adopt the modified MOU and allow the existing Thirteenth Amended MOU to extend for an additional sports season.
5. Other.

ALTERNATIVES FIELD USE FEES:

1. Adopt and reaffirm the language in section 7 of the MOU establishing the requirement to pay field use fees, and set the collection rate at 50% for all sports leagues the 26/27 season.
2. Adopt and reaffirm the language in section 7 of the MOU establishing the requirement to pay field use fees, and waive 100% of the fees for the sports leagues 26/27 season, in continuation of the policy used for the past 5 years.
3. Modify the language of in Section 7 of the MOU and establish a set field use fee within the MOU that would be effective for the full 5 year term of the MOU.
4. Other.

ATTACHMENTS:

1. Fourteenth Amended and Restated Memorandum of Understanding Between the City of Coachella and the Sports Leagues