



**STAFF REPORT**  
**1/22/2020**

**TO:** Honorable Mayor and City Council Members

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

**SUBJECT:** Receive and file Sports League Financial Examination Report for Coachella Valley Soccer League (CVSL).

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**STAFF RECOMMENDATION:**

Receive and file sports league financial examination report for Coachella Valley Soccer League (CVSL).

**EXECUTIVE SUMMARY**

A Temporary Use Agreement was executed on January 23, 2019 and its term ended on July 31, 2019. In accordance with Section 9.1 of the Temporary Use Agreement between the City of Coachella and Coachella Valley Soccer League (CVSL) a third party auditing firm was engaged to complete a financial examination of CVSL for 2019. Notification of requested documentation was provided to CVSL on April 22, 2019 requesting receipt of financial documents by May 23, 2019. A second letter was issued to CVSL on June 10, 2019 requesting remaining items still pending be provided by June 25, 2019. Initial items requested were received by CVSL on July 8, 2019. The auditing firm reviewed the submitted documents by CVSL and requested standard follow-up document requests; a letter reflecting these requested documents was submitted to CVSL on October 9, 2019 and documents were received by CVSL on October 15, 2019.

The City contracted with Turner, Warren, Hwang & Conrad (TWHC) to complete the financial audit for CVSL. The firm did identify some areas of improvement: 1) ensuring Treasurer duties are being implemented as identified by CVSL bylaws such as monthly reporting to Board of Directors and 2) Treasurer not jointly signing checks with the President. Overall TWHC provided that CVSL is using QuickBooks well and financial transactions appeared well classified and reported. Additionally, with the exceptions of the noted areas TWHC did find that CVSL was substantially in compliance with requirements in the Temporary Use Agreement and has sound financial practices in place. If asked to score CVSL on their financial practices TWHC would assign CVSL an A- (excellent with noted exceptions). A detailed report of the findings and recommendations by TWHC is attached hereto and will be posted on the City's website. On December 17, 2019 the Coachella Parks and Recreation Commission reviewed this item and recommended the attached final report be received and filed.

## **FINANCIAL IMPACT**

No financial impact will result from this action.

Attachments:

Final Audit Finding