



AGENDA

IRVINE SPORTS COMMITTEE REGULAR MEETING

January 9, 2018
7:00 PM

IRVINE CIVIC CENTER
CONFERENCE AND TRAINING CENTER
1 CIVIC CENTER PLAZA
IRVINE, CALIFORNIA 92606

Speaker's Card/Request to Speak: If you would like to address the Sports Committee on a scheduled agenda item, please complete the [Request to Speak Form](#). Please identify on the card your name, address (optional), and the item on which you would like to speak and return to the Recording Secretary. The [Request to Speak Form](#) assists the Chair in ensuring that all persons wishing to address the Sports Committee are recognized. Your name will be called at the time the matter is heard by the Sports Committee. City policy is to limit public testimony to three minutes per speaker (unless extended by the Chair) which includes the presentation of electronic or audio visual information.

CALL TO ORDER

ROLL CALL

COMMITTEE MEMBER: AYSO – Doug Birozy (Region 213)*
COMMITTEE MEMBER: AYSO – Brian Foster (Region 144)*
COMMITTEE MEMBER: Irvine Baseball Club – Jeff Peterson
COMMITTEE MEMBER: Irvine Dolphins Baseball Club – Alex Memon
COMMITTEE MEMBER: Irvine Girls Softball Association – Chris Dallas*
COMMITTEE MEMBER: Irvine Knights Baseball Club – Dick Owens
COMMITTEE MEMBER: Irvine Pony Baseball – Diane Tanger*
COMMITTEE MEMBER: Irvine Pythons Baseball Club – Mike Tous
COMMITTEE MEMBER: Irvine Ranch Little League – Keith Bangs*
COMMITTEE MEMBER: Irvine Rancheros Baseball Club – Doug Euper
COMMITTEE MEMBER: Irvine Rangers Lacrosse – Geoff Giglio*
COMMITTEE MEMBER: Irvine Tigers Baseball Club – Andrew Gregorovic
COMMITTEE MEMBER: Irvine Travel Softball – Blair Ota*

COMMITTEE MEMBER: Irvine Youth Basketball League – Michael Pickell*
COMMITTEE MEMBER: Irvine Youth Football – Paul King*
COMMITTEE MEMBER: LA Galaxy OC – Bryan Ableson*
COMMITTEE MEMBER: Matt Leinart Flag Football – Ryan Bertoni*
COMMITTEE MEMBER: No Limits Baseball – Jerry Lehman
COMMITTEE MEMBER: Northwood Little League – Eddie Ollmann*
COMMITTEE MEMBER: OC Nomads – Frank Fortier*
COMMITTEE MEMBER: Rox Baseball – Michelle McNab*
COMMITTEE MEMBER: Ryan Lemmon Foundation – Larry Michaels
COMMITTEE MEMBER: Strikers FC Irvine – Adrian Martinez*
COMMITTEE MEMBER: Orange County United FC – Bart Hess
COMMITTEE MEMBER: Member-At-Large – Richard Robert*
COMMITTEE MEMBER: Member-At-Large – Miram Gelfand*
VICE CHAIR: Cary Lambeth – So Cal Elite Sports*
CHAIR: Jon Szczuka – Pateadores Irvine*

* *Voting Member*

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

ANNOUNCEMENTS

Announcements are for the purpose of presenting brief comments or reports, are subject to California Government Code Section 54954.2 of the Brown Act and are limited to 15 minutes per meeting.

COMMITTEE REPORTS

ADDITIONS AND DELETIONS TO THE AGENDA

PUBLIC COMMENTS

Any member of the public may address the Sports Committee on items within the Sports Committee's subject matter jurisdiction but which are not listed on this agenda during Public Comments. However, no action may be taken on matters that are not part of the posted agenda. Public Comments are scheduled for 30 minutes and are limited to three minutes per person. If you wish to speak, please complete a Speaker's Form and submit it to the Recording Secretary.

1. CONSENT CALENDAR

All matters listed under Consent Calendar are considered to be routine and enacted by one roll call vote. There will be no discussion of these items unless members of the Sports Committee request specific items to be removed from the Consent Calendar for separate discussion. Any member of the public may address the Sports Committee on items on the Consent Calendar. Public Comments on any item or items

on the Consent Calendar are limited to three minutes per speaker. If you wish to speak to a particular item or items, please complete a Speaker's Form and give it to the Recording Secretary.

1.1 MINUTES

ACTION:

Approve the minutes of the Irvine Sports Committee Regular Meeting held October 10, 2017.

1.2 TOURNAMENT AND EVENTS CALENDARS

ACTION:

Receive and file.

2. COMMITTEE BUSINESS

2.1 PROPOSED IRVINE SPORTS COMMITTEE BYLAW AMENDMENTS

ACTION:

Review and provide input on proposed amendments to the Irvine Sports Committee Bylaws.

ADJOURNMENT

Next Meeting: Irvine Sports Committee regular meeting, April 10, 2018, 7:00 p.m., Irvine Civic Center, Conference and Training Center, One Civic Center Plaza, Irvine, California.

NOTICE TO THE PUBLIC

At 11:00 p.m., the Irvine Sports Committee will determine which of the remaining agenda items can be considered and acted upon prior to 12:00 midnight and will continue all other items on which additional time is required until a future Sports Committee meeting. All meetings are scheduled to terminate at 12:00 midnight.

STAFF REPORTS

If you have any questions regarding any item of business on the agenda for this meeting, or any of the staff reports or other documentation relating to any agenda item, please contact Irvine Sports Committee liaison at (949) 724-6155.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Irvine Sports Committee regarding any item on this agenda after the posting of the agenda will be available for public review in the Community Services Department, One Civic Center Plaza, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting.

SUBMITTAL OF INFORMATION BY MEMBERS OF THE PUBLIC FOR DISSEMINATION OR PRESENTATION AT PUBLIC MEETINGS

Written Materials/handouts:

Any member of the public who desires to submit documentation in hard copy form may do so prior to the meeting or at the time he/she addresses the Irvine Sports Committee. Please provide 15 copies of the information to be submitted and file with the Recording Secretary at the time of arrival to the meeting. This information will be disseminated to the Irvine Sports Committee at the time testimony is given.

CITY SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS

AMERICANS WITH DISABILITIES ACT: It is the intention of the City of Irvine to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Irvine will attempt to accommodate you in every reasonable manner. Please contact Irvine Sports Committee liaison at 949-724-6155 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at the time if you will need accommodations to attend or participate in meetings on a regular basis.

COMMUNICATION DEVICES

To minimize distractions, please be sure all personal communication devices are turned off or on silent mode.

MEETING SCHEDULE

Regular meetings of the Irvine Sports Committee are held on the second Tuesday of January, April, July, and October at 7:00 PM, unless otherwise noted. The Irvine Sports Committee Agenda is posted in the Police Department and on the City's web page at ***cityofirvine.org***.

I hereby certify that the agenda for the Irvine Sports Committee meeting was posted at the main entrance of City Hall and in the posting book located in the Public Safety Lobby, One Civic Center Plaza, Irvine, California on January 4, 2018 by 5:30p.m. as well as on the City's web page.



Sports Committee Liaison

CONSENT CALENDAR

ITEM 1.1

MINUTES



MINUTES

IRVINE SPORTS COMMITTEE REGULAR MEETING

October 10, 2017

Irvine Civic Center
Conference and Training Center
One Civic Center Plaza
Irvine, California

CALL TO ORDER

The regular meeting of the Irvine Sports Committee was called to order at 7:07 p.m. by Vice Chair Lambeth.

ROLL CALL

PRESENT:

COMMITTEE MEMBER:	AYSO (Region 213)	Doug Birozy*
COMMITTEE MEMBER:	Irvine Dolphins Baseball Club	Alex Memon
COMMITTEE MEMBER:	Irvine Girls Softball Association	Chris Dallas*
COMMITTEE MEMBER:	Irvine Knights Baseball Club	Dick Owens
COMMITTEE MEMBER:	Irvine Pony Baseball	Dianne Tanger*
COMMITTEE MEMBER:	Irvine Tigers Baseball Club	Sean Kim
COMMITTEE MEMBER:	Irvine Travel Softball	Paula Ota*
COMMITTEE MEMBER:	Irvine Youth Football	Jodi Cruz*
COMMITTEE MEMBER:	LA Galaxy OC	Rob Harrison*
COMMITTEE MEMBER:	Matt Leinart Flag Football	Ryan Bertoni*
COMMITTEE MEMBER:	Orange County United FC	Bart Hess
COMMITTEE MEMBER:	Ryan Lemmon Foundation	Dick Owens
COMMITTEE MEMBER:	Strikers FC Irvine	Don Ebert*
COMMITTEE MEMBER:	Member-at-Large	Miriam Gelfand*
COMMITTEE MEMBER:	Member-at-Large	Richard Robert*
VICE CHAIR:	So Cal Elite Sports	Cary Lambeth*

ABSENT:

COMMITTEE MEMBER:	AYSO (Region 144)	Brian Foster*
COMMITTEE MEMBER:	Irvine Baseball Club	Jeff Peterson
COMMITTEE MEMBER:	Irvine Pythons Baseball Club	Mike Tous
COMMITTEE MEMBER:	Irvine Ranch Little League	Scott Arakawa*
COMMITTEE MEMBER:	Irvine Rangers Lacrosse	Geoff Giglio*
COMMITTEE MEMBER:	Irvine Youth Basketball League	Michael Pickell*
COMMITTEE MEMBER:	Rox Baseball Club	Michelle NcNab*
COMMITTEE MEMBER:	Member-at-Large	Michael Ghaemi*
COMMITTEE MEMBER:	Member-at-Large	Pramod Kunju*
CHAIR:	Pateadores Irvine	Jon Szczuka*

**Voting Member*

PLEDGE OF ALLEGIANCE

Vice Chair Lambeth led the Pledge of Allegiance.

INTRODUCTIONS

There were no introductions.

ANNOUNCEMENTS

Community Services Manager Crofts announced the following:

- Introductions of City Athletics Personnel
- New organizations, Irvine Rancheros Baseball Club and No Limits Baseball
- Recruitment for new Athletics Community Services Leaders
- Recruitment for 2018 Member-At-Large Appointments
- Review of standard operating procedures for drop-in use of City sports fields

COMMITTEE REPORTS

There were no committee reports.

PUBLIC COMMENTS

There were no public comments.

1. CONSENT CALENDAR

ACTION: Moved by Member-At-Large Gelfand, seconded by Committee Member Bertoni and unanimously carried by those members present to approve the Consent Calendar as follows:

1.1 MINUTES

ACTION:

Approved the minutes of a regular meeting of the Irvine Sports Committee held on July 11, 2017.

1.2 TOURNAMENT AND EVENTS CALENDAR

ACTION:

Received and filed.

2. COMMITTEE BUSINESS

2.1 ANNUAL ELECTION OF OFFICERS

ACTION: Vice Chair Lambeth called for nominations for Chair and Vice Chair of the Irvine Sports Committee. Committee Member Bertoni nominated Chair Szczuka for the position of Chair of the Irvine Sports Committee. Committee Member Fortier seconded the motion and by unanimous vote, Chair Szczuka was re-elected as Chair of the Irvine Sports Committee.

ACTION: Committee Member Bertoni nominated Vice Chair Lambeth for the position of Vice Chair of the Irvine Sports Committee. Committee Member Dallas seconded the motion and by unanimous vote, Vice Chair Lambeth was re-elected as Vice Chair of the Irvine Sports Committee.

ADJOURNMENT

Moved by Committee Member Bertoni, seconded by Committee Member Cruz, and unanimously carried by those members present to adjourn the meeting at 7:48 p.m. The next regular meeting will be held on Tuesday, January 9, 2018 at 7:00 p.m.

Jon Szczuka, Chair

Dena Diggins
Community Services Superintendent

Date Approved: January 9, 2018

ITEM 1.2
TOURNAMENT AND EVENTS
CALENDAR



REQUEST FOR IRVINE SPORTS COMMITTEE ACTION

MEETING DATE: January 9, 2018

TITLE: TOURNAMENT AND EVENTS CALENDAR



Community Services Superintendent



Community Services Manager

RECOMMENDED ACTION

Receive and provide input to the Community Services Department.

EXECUTIVE SUMMARY

The Irvine Sports Committee (Committee) serves in an advisory body reporting to the Community Services Commission, that was established in 1979, and their purpose is to provide input on the needs of the community pertaining to Irvine's youth sports programs, facilities and services. They also strive to ensure the equitable allocation of athletic facilities.

The Sports Committee is made up of voting and non-voting organizations representing youth recreation and club sports programs. There are no term limits for board members as they serve at the pleasure of their agencies.

The Sports Committee meets quarterly to review field allocations, event calendars, and reservation and allocation policies and procedures.

The Tournament and Events Calendar (Calendar) is presented as Attachment 1 for the Committee's review, discussion and input.

ANALYSIS

Tournaments and large events are reserved in accordance with the Public Facilities Reservation and Fee Policies and the Orange County Great Park Sports Complex Field Allocation and Fee Policy. These policies provide priorities and methodologies for approving tournaments and large events while meeting the needs of the Irvine community.

The Calendar is created to document tournament and large event requests that extend beyond the activities in the seasonal allocation process. While events remain in the planning

planning process, the Committee reviews the Calendar to ensure facilities are adequate to meet the needs of the event, and the needs of local programs.

ALTERNATIVES CONSIDERED

The Committee may request a modification of one or more events.

FINANCIAL IMPACT

Modifications to the Calendar resulting in a reduction of tournament hours may have a financial impact.

REPORT PREPARED BY: Dena Diggins, Community Services Superintendent

ATTACHMENT:

1. Tournament and Events Calendar

**CITY OF IRVINE
TOURNAMENTS AND EVENTS CALENDAR**

TOURNAMENTS/EVENTS	DAYS	DATES	LOCATION
Surf City Winter Showcase	Sat-Sun	January 13-14, 2018	Bill Barber
OC Coastal Classic Softball Tournament	Sat-Sun	January 27-28, 2018	Bill Barber, Mark Daily
Irvine Girls Softball Association - Opening Day	Sat	February 24-24, 2018	Bill Barber
Irvine Pony - Opening Day	Sat	February 24-24, 2018	Harvard
Irvine Ranch Little League - Opening Day	Sat	March 3-3, 2018	Las Lomas
Northwood Little League - Opening Day	Sat	March 3-3, 2018	Hicks Canyon
Timberwolf Classic Softball Tournament	Fri-Sat	March 9-10, 16-17, 2018	Bill Barber
Woodbridge Softball Tournament JV	Sat	March 31 & April 2, 2018	Mark Daily
Woodbridge Softball Tournament Varsity	Sat, Mon	March 31, April 2 & April 7, 2018	Bill Barber
Ryan Lemmon Invitational	Sat, Mon-Wed	March 31, April 2-4, 2018	Windrow
ROX Baseball Tournament	Sat-Sun	May 19-20, 2018	TBA
Irvine Pony Memorial Day Baseball Tournament	Thur-Mon	May 24-28, 2018	All City Baseball Fields
Memorial Day Classic Softball Tournament	Sat-Mon	May 26-28, 2018	Bill Barber
CIF Girl's Softball Championships	Fri-Sat	June 1-2, 2018	Bill Barber
OC Coaches Softball All-Star Games	Tues	June 5-5, 2018	Bill Barber
Senior Baseball Showcase	Fri-Sat	June 8-9, 2018	Windrow
Summertime Classic Softball Tournament	Fri-Sun	June 8-10, 2018	Various Softball Fields
Southern California National Qualifier	Fri-Sun	June 15-17, 2018	Bill Barber

ATTACHMENT 1

CITY OF IRVINE TOURNAMENTS AND EVENTS CALENDAR

TOURNAMENTS/EVENTS	DAYS	DATES	LOCATION
Red, White and Blue Softball Tournament	Sat-Sun	June 23-24, 2018	Bill Barber, Mark Daily
Little League All-Star Tournament	Mon-Mon	June 25-July 2, 2018	Las Lomas
4th of July Firecracker Classic	Fri-Sat	June 29-July 7, 2018	Windrow, Cypress
Champions Cup Softball Tournament 16u	Thur-Mon	July 5-9, 2018	Harvard
Champions Cup Softball Tournament 14u	Fri-Sun	July 6-8, 2018	Bill Barber
Irvine Tigers 12u Home Run Derby and Tournament	Sat-Sun	July 7-8, 2018	TBA
2018 World Cup of Softball	Mon-Sun	July 9-15, 2018	
Champions Cup Softball Tournament 18u	Wed-Sun	July 11-15, 2018	Bill Barber, David Sills, Mark Daily, Harvard
Pony Mustang & Bronco All-Star Tournament	Thur-Sun	July 12-15, 2018	Hicks Canyon
ROX 11u Baseball Tournament	Sat-Sun	July 21-22, 2018	TBA
PGF Softball National Championships 18u/12u/10u	Sat-Fri	July 21-27, 2018	Bill Barber, Harvard
PGF Softball National Championships 16u/14u	Sun-Sat	July 29-August 4, 2018	Bill Barber, Harvard
Orange County Summer Invitational	Sat-Sun	August 4-5, 2018	Multiple City Park Sites
Orange County Kickoff Classic Soccer Tournament (Girls)	Sat-Sun	August 18-19, 2018	Multiple City Park Sites
Orange County Kickoff Classic Soccer Tournament (Boys)	Sat-Sun	August 25-26, 2018	Multiple City Park Sites
Irvine World Cup Soccer Showcase	Sat-Sun	September 1-2, 2018	Multiple City Park Sites
Fall Classic Baseball Tournament	Fri-Mon	October 5-8, 2018	Windrow, Cypress
Fall Pumpkin Softball Tournament	Fri-Sun	October 12-14, 2018	Bill Barber, David Sills, Mark Daily

**CITY OF IRVINE
TOURNAMENTS AND EVENTS CALENDAR**

TOURNAMENTS/EVENTS	DAYS	DATES	LOCATION
Early Thanksgiving Showcase Softball Tournament	Fri-Sun	November 16-18, 2018	Bill Barber (Sat-Sun), Harvard (Fri-Sun)
Mayor's Cup Soccer Tournament	Sat	November 17-17, 2018	Las Lomas, Northwood, Windrow, Plaza
Thanksgiving Memorial Baseball Tournament	Fri-Sun	November 23-25, 2018	Windrow, Cypress
OC Tournament of Champions	Sat-Sun	December 8-9, 2018	Soccer Fields (multiple sites)
Christmas Classic Baseball Tournament	Fri-Mon	December 14-17, 2018	Windrow, Cypress

FUTURE SPECIAL EVENTS AND TOURNAMENTS

2019 Softball World Championship	Sat-Sat	August 11-17, 2019	Bill Barber
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ORANGE COUNTY GREAT PARK TOURNAMENTS AND EVENTS CALENDAR

TOURNAMENTS/EVENTS	DAYS	DATES	LOCATION
CA State Invitational - Irvine Soccer Academy	Sat - Sun	January 13 & 14, 2018	GP Sports Complex
Air Station Shootout - Victory Lacrosse	Sat - Sun	January 27 & 28, 2018	GP Sports Complex Fields 8-14
ISPF Winter Bowl 2017 - Irvine Public Schools Foundation	Sat	January 27, 2018	GP Sports Complex Fields 2-7
Cal South State Cup - Cal South Soccer	Sat - Sun	February 10 & 11, 2018	GP Sports Complex
World Series of Youth Lacrosse Qualifier - WSYL	Sat - Sun	February 17 & 18, 2018	GP Sports Complex
Matt Lienart Flag 7v7 Football Tournament	Sat	February 24, 2018	GP Sports Complex 2-7
CA Showcase 2017 - National Football Foundation	Sat	February 24, 2018	GP Sports Complex 8-14
P2H Academy 7v7 Football Tournament	Sun	February 24, 2018	GP Sports Complex 2-7
National College Showcase - Irvine Soccer Academy	Sat - Sun	March 10 & 11, 2018	GP Sports Complex
Irvine Spring Classic 2017 - OC United	Sat - Sun	March 17 & 18, 2018	GP Sports Complex
West Coast College Showcase - West Coast FC	Sat - Sun	March 24 & 25, 2018	GP Sports Complex
LA Galaxy Cup - LA Galaxy	Tues - Friday	March 27- April 1, 2018	GP Sports Complex
American Flag Football League Tournament	Sat - Sun	April 7 & 8, 2018	GP Sports Complex
Cal South State Cup - Cal South Soccer	Sat - Sun	April 14 & 15, 2018	GP Sports Complex
IMG NFA 7v7 Football - IMG Sports	Sat - Sun	April 21 & 22, 2018	GP Sports Complex 11-14
Irvine Memorial Classic 2018 - OC United	Sat - Sun	May 26 & 27, 2018	GP Sports Complex
SoCal Summer Kickoff - SoCal Lacrosse Company	Sat - Sun	June 2 & 3, 2018	GP Sports Complex
Irvine Summer Classic - OC United	Sat - Sun	June 23 & 24, 2018	GP Sports Complex

ORANGE COUNTY GREAT PARK TOURNAMENTS AND EVENTS CALENDAR

TOURNAMENTS/EVENTS	DAYS	DATES	LOCATION
3D Lacrosse Tournament	Sat-Sun	June 30 & July 1	GP Sports Complex 8-14
Tournament TBD	Sat - Sun	July 14 & 15, 2018	GP Sports Complex
Tournament TBD	Sat - Sun	July 21 & 22, 2018	GP Sports Complex
Tournament TBD	Sat - Sun	July 28 & 29, 2018	GP Sports Complex
Tournament TBD	Sat - Sun	August 4 & 5, 2018	GP Sports Complex
Tournament TBD	Sat - Sun	August 11 & 12, 2018	GP Sports Complex
Tournament TBD	Sat - Sun	August 18 & 19, 2018	GP Sports Complex
Tournament TBD	Sat - Sun	August 25 & 26, 2018	GP Sports Complex
Tournament TBD	Sat - Mon	September 1 -3, 2018	GP Sports Complex
Tournament TBD	Sat - Sun	November 17 & 18, 2018	GP Sports Complex
Tournament TBD	Sat - Sun	December 8 & 9, 2018	GP Sports Complex
Tournament TBD	Wed - Fri	December 15 - 16, 2018	GP Sports Complex

COMMITTEE BUSINESS

ITEM 2.1

PROPOSED IRVINE SPORTS COMMITTEE
BYLAW AMENDMENTS



REQUEST FOR IRVINE SPORTS COMMITTEE ACTION

MEETING DATE: JANUARY 9, 2018

TITLE: PROPOSED IRVINE SPORTS COMMITTEE BYLAW AMENDMENTS

Community Services Manager

Deputy Director of Community Services

RECOMMENDED ACTION

Review and provide input on proposed amendments to the Irvine Sports Committee bylaws.

EXECUTIVE SUMMARY

The Irvine Sports Committee (Sports Committee) serves as an advisory body to the Community Services Commission (Commission). The purpose of the Sports Committee is to provide input on the needs of the community pertaining to Irvine's youth sports programs, facilities and services. The primary objectives of the Sports Committee are to ensure an equitable allocation of athletic facilities is maintained and maximum participation is achieved for all Irvine youth in athletic endeavors of their choice, regardless of ability.

The Sports Committee is comprised of 21 voting members and seven non-voting members. There are no term limits for board members as they serve at the pleasure of their agencies. The Sports Committee meets quarterly to review field allocations, event calendars, and reservation and allocation policies and procedures.

The Community Services Department provides support to the Sports Committee and other advisory bodies by providing staff liaisons and additional staff members who assist with meetings and board activities. The department is facilitating a bylaw review for advisory bodies that report to the Commission. The purpose of the review is to establish a uniform framework among all five (5) advisory bodies to ensure consistency; to reflect current and best practices; to achieve operational efficiencies; and to incorporate annual reporting by each advisory body to the Commission on its goals and initiatives.

The bylaws amendment process includes the following:

1. Advisory bodies review and discuss proposed bylaw amendments.
2. Advisory Chair and staff liaison presents proposed bylaw amendments and annual goals/initiatives/purpose to the Commission for review and comments. The advisory bodies presentations will be staggered throughout the year.
3. Legal review of proposed bylaw amendments.
4. Advisory bodies adopt bylaws.
5. Adopted bylaws of all advisory bodies are presented to the Commission.

The proposed Sports Committee bylaw amendments are recommended for Committee consideration, with approval at a future meeting as identified in Attachments 1 and 2.

ANALYSIS

City staff reviewed the Sports Committee bylaws and is proposing amendments to include consistency with formatting and the following:

SECTION 3. PURPOSE, MISSION, AND DUTIES

Amended bylaws includes annual reporting to the Community Services Commission on the Committee's goals and accomplishments.

Following Sports Committee input, staff will develop a revised draft of the bylaws for legal review and Sports Committee adoption at a future meeting.

ALTERNATIVES CONSIDERED

The Sports Committee could recommend no changes to its existing bylaws.

FINANCIAL IMPACT

Sports Committee's financial impacts are minimal and included in the approved FY 2017-18 Budget. The Community Services Department supports Committee by providing a staff liaison. Additional staff assists with the implementation of advisory body initiatives and activities, development of meeting minutes, agenda packets and postings.

REPORT PREPARED BY Ed Crofts, Community Services Manager

ATTACHMENTS

1. Irvine Sports Committee Bylaws
2. Proposed Irvine Sports Committee Bylaw Amendments

IRVINE SPORTS COMMITTEE

BYLAWS

(Revised June 7, 2011)

1. Purpose

The Irvine Sports Committee shall serve in an advisory capacity to the City Council and Community Services Commission, providing input into the needs of the community pertaining to Irvine's youth sports programs, facilities and services. Primary objectives of the Committee will be to ensure an equitable allocation of athletic facilities is maintained and maximum participation is achieved for all Irvine youth in athletic endeavors of their choice, regardless of ability. The Sports Committee shall represent the entire athletic community in their deliberations and actions.

2. Membership

Membership shall be defined by organization. Organizations must be active members of the Irvine Sports Committee to qualify for an allocation of sports facilities. Additional requirements for allocations are included in the Allocation Procedure for Sports Facilities.

Applications for membership of new organizations and requests from current organizations to offer new programs will be considered by the Irvine Sports Committee annually at the regular meeting in October. Applications for sports programs not currently represented on the Sports Committee may be presented for consideration at any regular meeting of the Sports Committee. Applications must be received by the City of Irvine no less than 30 days prior to the scheduled meeting. The Sports Committee will forward recommendations for membership to the City for determination and final approval.

Irvine-based youth sports organizations shall be entitled to one representative on the Committee. Representatives shall be designated in writing by the organization president. Sports Committee members must meet all of the requirements below:

- A. All requirements of the Public Facilities Reservation and Fee Policy for Category II organizations.
- B. The organization's primary mission must include youth sports leagues or activities.
- C. Organizations must be represented at no less than three-fourths of regularly scheduled Sports Committee meetings in a twelve month period. Failure to adhere to attendance requirements will result in organization losing voting privileges for six months.
- D. Organizations not represented at a minimum three-fourths of regularly scheduled meetings shall not immediately lose field allocation rights. These organizations will receive written notice and a six month grace period before allocations and membership will be revoked.

The Community Service Commission shall appoint Four Members-at-Large. Members-at-Large must not miss more than two consecutive regularly scheduled Sports Committee meetings. Failure to meet this requirement will result in a letter from the Sports Committee Chairperson to the Community Services Commission advising them of this situation.

3. **Quorum**

A quorum shall consist of a minimum 51% of the voting members.

4. **Membership Voting Privileges**

Organizations are categorized by sport into either **recreation** or **club programs**. Representatives on the Sports Committee will have voting privileges under the following conditions:

- A. Community Services Commission appointed Members-At-Large shall cast one vote.
- B. Committee Members representing an organization with youth participation of 200 or more shall cast one vote.
- C. Committee Members are not permitted to cast votes representing more than one organization.
- D. Organizations providing club programs and recreation programs may cast only one vote.
- E. Committee Members representing organizations with youth participation under 200 will have one vote; as long as there is only one organization in that sport and that category (see above). If there are two or more organizations in the same sport in the same category, and all have less than 200 participants, the organization having the largest number of participants shall cast one vote. In the event all organizations have the same number of participants, the organization with the longest continuous membership on the Sports Committee shall cast the vote.

5. **Procedures**

Meetings shall be conducted under the rules of the Brown Act. Robert's Rules of Order shall serve as a guide. Objections to these procedures must be identified at the time of their occurrence.

6. **Agenda and Minutes**

The minutes of the prior meeting and agenda for the upcoming meeting shall be distributed prior to the next scheduled meeting according to the procedures and rules of the Brown Act. Agenda items may be submitted by any Sports Committee member upon notification to the Chairperson or Community Services Department liaison. The agenda shall be established with items as coordinated by the Chair and City liaison. Meetings added or rescheduled shall make every effort to provide lead time for the Committee Members.

7. **Action**

All actions shall be advisory to the Community Services Commission and City Council. Upon direction and adoption of a Committee motion, actions shall be transmitted by the Chair in writing, or in person at a Community Services Commission meeting. When agenda items requiring a vote are distributed less than thirty days prior to a meeting, Sports Committee representatives shall have the right to consult their organization's Board of Directors prior to a final vote.

8. **Officers**

The Irvine Sports Committee shall elect a Chair and Vice-Chair. These officers shall be elected by vote of the Sports Committee membership at the last regular meeting of the calendar year. The Sports Committee Chair shall preside over all meetings and is responsible for approval of the final agenda. The Chairperson shall represent the Sports Committee to the Community Services Commission, the City Council and City staff. The Vice-Chair shall assume these duties in the absence of the Chair.

9. **Duties**

The Sports Committee shall undertake the responsibility of reviewing maps, architectural drawings and other initial data for proposed parks with athletic amenities and facilities to determine their accuracy, orientation and utilization possibilities for athletic demands within the City of Irvine. They shall recommend for their use the allocation of fields per City Council approved procedures to insure full utilization, on a seasonal basis. The Sports Committee shall further advise appropriate Commissions and other City officials of their findings and recommendations for necessary actions to preclude deficiencies in the athletic functions of the City of Irvine.

10. **Amendment**

These Bylaws may be amended by a three-fourth (3/4) vote of the voting membership. If any amendment conflicts with the City Council resolution establishing the Sports Committee, the resolution takes precedence, unless changed by City Council action.



IRVINE SPORTS COMMITTEE (PROPOSED) BYLAWS

Date: January 9, 2018

Last Amended: June 7, 2011

Approved By: Irvine Sports Committee

1.0 NAME

The name of this advisory body of the City of Irvine shall be the Irvine Sports Committee (hereinafter "Committee").

2.0 LOCATION

The principal office for the transaction of business is hereby fixed and located at 1 Civic Center Plaza in Irvine, CA.

3.0 PURPOSE, MISSION, AND DUTIES

3.1 Purpose - The Committee's purpose is to serve as an advisory body to the City of Irvine Community Services Commission. The Committee shall provide input on the needs of the community pertaining to Irvine's youth sports programs, facilities and services. The Committee shall represent the entire athletic community in their deliberations and actions.

3.2 Mission - The Committee's mission is to ensure an equitable allocation of athletic facilities and maximum participation for all Irvine youth in the athletic endeavor of their choice, regardless of ability.

3.3 Duties - The Committee's duties include, but shall not be limited to, reviewing and providing input regarding reservation policies and allocation procedures, architectural drawings and other data for development of new parks and/or the rehabilitation of existing parks with athletic amenities and facilities. The Committee shall report annually to the Community Services Commission on its goals and accomplishments.

4.0 GENERAL STATEMENT OF POLICY

Provisions of the Irvine Municipal Code Division 4 – Commissions and Committees, are applicable to all commissions and committees appointed by or otherwise operating under authority of the City of Irvine, City Council or its delegate.

5.0 MEMBERSHIP

The Committee is comprised of voting and non-voting members. There are no term limits for Committee members as they serve at the will of their agencies. Irvine-based youth sports organizations (hereinafter "Organization") shall be

entitled to one representative on the Committee. Organizations shall appoint a representative to serve on the Committee on its behalf. Representatives shall be designated in writing by the Organization president. Committee members must meet all of the requirements below.

5.1 Members – The Membership on the Committee is comprised of representatives of Organizations meeting the following requirements:

5.1.1 The Organization's primary mission must include youth sports leagues and/or activities.

5.1.2 The Organization is a non-for-profit corporation registered with the State of California.

5.1.3 The Organization shall meet or exceed residency requirements of 90% recreation programs and 57% club programs.

5.1.4 Applications for membership will be considered by the Committee annually. Organizations interested in offering a youth sports program that is not offered in Irvine may be considered for membership at the next regular meeting of the Committee. Applications must be received by the City of Irvine no less than 30 days prior to the scheduled meeting.

5.2 Members-at-Large - The Community Services Commission shall appoint four (4) Members-at-Large. Members-at-Large shall be selected through a public recruitment process annually. The term shall be for a period of two (2) years.

5.3 Resignation and Vacancies

5.3.1 Resignation - Any member may resign at any time by giving written notice to the Chair or Vice Chair.

5.3.2 Vacancies - In the event a vacancy is created, it shall be filled by the same method by which the vacancy was previously filled.

6.0 VOTING

6.1 One Vote Per Member – Committee members shall be entitled to one vote. Representatives are not permitted to cast votes representing more than one Organization.

6.2 Proxy Votes - When representatives cannot attend, the Organization may send a proxy to cast its vote.

6.3 Organizations are categorized by sport into either recreation or club program. Organizations and their representatives on the Committee will have voting privileges under the following conditions:

6.3.1 Community Services Commission appointed Members-At-Large shall cast one vote.

6.3.2 Representatives of Organizations with youth participation of 200 or more shall cast one vote.

6.3.3 Sports that do not have a large organization with 200 or more participants shall cast one vote on behalf of the sport. The vote shall be cast by the Organization with the largest number of participants.

7.0 OFFICERS

Officers of the Committee shall have a Chair and Vice Chair, each of whom shall be a member of the Committee. The officers shall be elected by the membership of the Committee annually.

7.1 Election - Regular election of officers shall be held at the last regular meeting in October. The term of office shall be one (1) year, commencing upon election.

7.2 Chair - The Chair shall have the general supervision, direction, and control of the business and affairs of this Committee. The Chair shall preside over all meetings and is responsible for approval of the final agenda. The Chair shall represent the Committee to the Community Services Commission, the City Council and City staff.

7.3 Vice Chair - In the absence or resignation of the Chair, the Vice Chair shall perform all of the duties of the Chair, and in so acting shall have all of the authority of the Chair. The Vice Chair shall have such other powers and perform such other duties as may be prescribed by the Committee.

8.0 MEETINGS

All meetings shall be open to the public and shall conform to the provisions of the "Ralph M. Brown Act".

8.1 Agenda – Agenda items may be submitted by any Committee member upon notification to the Chair or City liaison. The agenda shall be established with items as coordinated by the Chair and City liaison. When agenda items requiring a vote are distributed less than thirty days prior to a meeting, Committee representatives shall have the right to consult their Organization's Board of Directors prior to a final vote.

- 8.2 Procedures - Robert's Rules of Order shall govern the general conduct of meetings.
- 8.3 Quorum - A majority of the Committee members shall constitute a quorum. A majority vote of Committee members at a duly constituted meeting shall be required to carry a motion, proposal and/or resolution.
- 8.4 Regular Meetings - The Committee shall meet on the second Tuesday in January, April, July and October. All regular meeting notices shall be posted in a location accessible to the public at least 72 hours before the time of the meeting and must describe the business to be transacted.
- 8.5 Special Meetings - A special meeting may be called at any time by the Chair or by a majority of the members of the Committee, by delivering personally or by mail written notice to each member and notice as required by law for general circulation, and by posting notice in a location freely accessible to the public 24 hours before the time of the meeting. The special meeting notice must specific both the time and the place of the meeting and the business to be transacted.
- 8.6 Organizations must be represented at no less than three-fourths of regularly scheduled Committee meetings in a twelve-month period. Failure to adhere to attendance requirements will result in the Organization losing voting privileges and subject to losing field allocation privileges. Organizations will receive written notice and a six-month grace period before allocations privileges and membership will be revoked.

9.0 BYLAWS

The Committee bylaws are established to regulate itself, as allowed or provided for by the City of Irvine.

- 9.1 Amendment of Bylaws - These Bylaws may be amended by a three-fourth (3/4) vote of the voting membership. If any amendment conflicts with the City Council resolution establishing the Committee, the resolution takes precedence, unless changed by City Council action.