



# AGENDA

## IRVINE SPORTS COMMITTEE SPECIAL MEETING

October 11, 2023  
7:00 PM

William Woollett Jr. Aquatics Center  
4601 Walnut Avenue  
Irvine, California

### **PARTICIPATION AT IRVINE SPORTS COMMITTEE MEETING**

MEETINGS ARE AVAILABLE TO ATTEND IN-PERSON OR WATCHED LIVE THROUGH THE "ZOOM" APPLICATION. INFORMATION FOR "ZOOM" CAN BE FOUND ONLINE AT [CITYOFIRVINE.ORG/ATHLETICS-SPORTS/IRVINE-SPORTS-COMMITTEE](https://CITYOFIRVINE.ORG/ATHLETICS-SPORTS/IRVINE-SPORTS-COMMITTEE). YOU MAY SUBMIT COMMENTS ON ANY AGENDA ITEM OR ON ANY ITEM NOT ON THE AGENDA, IN WRITING VIA MAIL TO "ATTN: STEVEN STEWART, 1 CIVIC CENTER PLAZA, IRVINE, CA 92606, OR BY EMAIL TO "ATTN: [SSTEWART@CITYOFIRVINE.ORG](mailto:SSTEWART@CITYOFIRVINE.ORG). YOU MAY ALSO PROVIDE LIVE COMMENTS VIA "ZOOM." FOR MORE INFORMATION, VISIT [CITYOFIRVINE.ORG/ATHLETICS-SPORTS/IRVINE-SPORTS-COMMITTEE](https://CITYOFIRVINE.ORG/ATHLETICS-SPORTS/IRVINE-SPORTS-COMMITTEE).

**REQUEST TO SPEAK IN PERSON:** IF YOU WOULD LIKE TO ADDRESS THE IRVINE SPORTS COMMITTEE ON A SCHEDULED AGENDA ITEM, OR NON-AGENDA ITEM PLEASE FILL OUT A REQUEST TO SPEAK FORM AVAILABLE AT THE ENTRANCE TO THE MEETING ROOM AND SUBMIT TO THE RECORDING SECRETARY. WE RESPECTFULLY ASK THAT YOU IDENTIFY ON THE FORM YOUR NAME AND THE ITEM(S) ON WHICH YOU WOULD LIKE TO SPEAK. THE REQUEST TO SPEAK FORM ASSISTS THE CHAIR IN ENSURING THAT ALL PERSONS WISHING TO ADDRESS THE IRVINE SPORTS COMMITTEE ARE RECOGNIZED. IT ALSO ENSURES THE ACCURATE IDENTIFICATION OF MEETING PARTICIPANTS IN THE IRVINE SPORTS COMMITTEE MINUTES. YOUR NAME WILL BE CALLED AT THE TIME THE MATTER IS HEARD BY THE IRVINE SPORTS COMMITTEE. CITY POLICY IS TO LIMIT PUBLIC TESTIMONY TO UP TO THREE MINUTES PER SPEAKER DEPENDING ON RELEVANT CIRCUMSTANCES, WHICH INCLUDES THE PRESENTATION OF ELECTRONIC OR AUDIO-VISUAL INFORMATION. SPEAKERS MAY NOT YIELD THEIR TIME TO OTHER PERSONS.

**PLEASE TAKE NOTICE THAT** THE ORDER OF SCHEDULED AGENDA ITEMS BELOW AND/OR THE TIME THEY ARE ACTUALLY HEARD, CONSIDERED AND DECIDED MAY BE MODIFIED BY THE CHAIR DURING THE COURSE OF THE MEETING, SO PLEASE STAY ALERT.

**PLEASE NOTE:** THE IRVINE SPORTS COMMITTEE MEETING IS MAKING EVERY EFFORT TO FOLLOW THE SPIRIT AND INTENT OF THE BROWN ACT AND OTHER APPLICABLE LAWS REGULATING THE CONDUCT OF PUBLIC MEETINGS, IN ORDER TO MAXIMIZE TRANSPARENCY AND PUBLIC ACCESS. FOR QUESTIONS OR ASSISTANCE, PLEASE CONTACT THE COMMUNITY SERVICES DEPARTMENT AT 949-724-6615, OR VIA EMAIL AT [SSTEWART@CITYOFIRVINE.ORG](mailto:SSTEWART@CITYOFIRVINE.ORG). IT WOULD BE APPRECIATED IF WRITTEN COMMUNICATIONS OF PUBLIC COMMENTS RELATED TO ITEMS ON THE AGENDA, OR ITEMS NOT ON THE AGENDA, ARE PROVIDED PRIOR TO THE COMMENCEMENT OF THE MEETING.

**CALL TO ORDER**

**ROLL CALL**

COMMITTEE MEMBER:	AYSO Region 213*	Doug Birozy
COMMITTEE MEMBER:	CBA Spartans	Todd Tristan
COMMITTEE MEMBER:	Irvine Dolphins Baseball Club*	Shirley Noda-Shen
COMMITTEE MEMBER:	Irvine Soccer Academy*	Frank Fortier
COMMITTEE MEMBER:	Irvine Girls Softball Association*	Brian Tatro
COMMITTEE MEMBER:	Irvine Knights Baseball Club	Dick Owens
COMMITTEE MEMBER:	Irvine Pony Baseball*	Eric Gourley
COMMITTEE MEMBER:	Irvine Ranch Little League	Jackie Watanabe
COMMITTEE MEMBER:	Irvine Travel Softball*	Chris Dallas
COMMITTEE MEMBER:	Liverpool FC Int'l. Academy*	Lynn Perez
COMMITTEE MEMBER:	Northwood Little League*	Kellen Razzano
COMMITTEE MEMBER:	Orange County Trojans Youth Football*	Adrian Dixon
COMMITTEE MEMBER:	Orange County United FC	Bart Hess
COMMITTEE MEMBER:	Pateadores Irvine*	Kevin Elson
COMMITTEE MEMBER:	Rox Baseball	Michelle McNab
COMMITTEE MEMBER:	Ryan Lemmon Foundation	Guy Lemmon
COMMITTEE MEMBER:	So Cal Elite Sports, Basketball	Cary Lambeth
COMMITTEE MEMBER:	Strikers FC Irvine	Don Ebert
COMMITTEE MEMBER:	Southern California Cricket Association Youth	Boomchi Kumar
COMMITTEE MEMBER:	Southern California Youth Cricket Academy*	Shantha Suraweera
COMMITTEE MEMBER:	Zeta Sports Academy	Monica Lin
COMMITTEE MEMBER:	Member-At-Large*	Adam Go
COMMITTEE MEMBER:	Member-At-Large*	Mariam Gelfand
COMMITTEE MEMBER:	Member-At-Large*	Michelle Herdrich
COMMITTEE MEMBER:	Member-At-Large*	Phil Wang
VICE CHAIR:	So Cal Elite Sports, Volleyball*	Cary Lambeth
CHAIR:	Matt Leinart Flag Football*	Ryan Bertoni

\*Voting Member

**PLEDGE OF ALLEGIANCE**

**1. PRESENTATIONS**

**1.1 CIP UPDATE**

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## **PUBLIC COMMENTS – NON-AGENDIZED ITEMS**

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Public comments on non-agendized items will be heard no sooner than 7:00 p.m. Any member of the public may address the Irvine Sports Committee on items within the Irvine Sports Committee’s subject matter jurisdiction but which are not listed on this agenda. If 20 or fewer requests to provide public comments are submitted, each speaker shall be limited to three minutes. If between 21 and 30 speakers submit public comments, each speaker shall be limited to two minutes. If more than 30 speakers submit public comments, each speaker shall be limited to 90 seconds. The time limit per speaker shall be established based on the number of requests to speak submitted to the Recording Secretary before the first speaker is called. Requests to speak submitted after the first speaker is called shall receive 90 seconds. These time limits may be shortened or extended, or a cumulative limit on the time for all public speakers may be imposed, as the discretion of the Chair or by a majority vote of the Irvine Sports Committee.

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## **INTRODUCTIONS**

## **ANNOUNCEMENTS/COMMITTEE REPORTS/COMMITTEE UPDATES**

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Announcements and Committee Reports 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 3 minutes per member of the Irvine Sports Committee. In addition, the Chair shall receive any necessary additional time to deliver announcements of community events and opportunities.

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## **ADDITIONS AND DELETIONS TO THE AGENDA**

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Additions to the agenda are limited by California Government Code Section 54954.2 of the Brown Act and for those items that arise after the posting of the Agenda and must be acted upon prior to the next Committee meeting.

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## **2. CONSENT CALENDAR**

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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 Irvine Sports Committee request specific items to be removed from the Consent Calendar for separate discussion.

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### **2.1 MINUTES**

**ACTION:**

Approve the minutes of a regular meeting of the Irvine Sports Committee held on January 10, 2023.

### **2.2 TOURNAMENTS AND EVENTS CALENDAR**

**ACTION:**

Receive and provide input to the Community Services Department.

**3. BUSINESS ITEM**

**3.1 CONSIDERATION OF A REQUEST BY COMMITTEE MEMBER TATRO ON THE ADMINISTRATION AND PROCESS OF THE YEARLY NON-RESIDENT FEE**

**RECOMMENDED ACTION:**  
Sports Committee discussion.

**3.2 NEW IRVINE SPORTS COMMITTEE MEMBERS**

**RECOMMENDED ACTION:**  
Receive and file.

**3.3 ELECTION OF IRVINE SPORTS COMMITTEE OFFICERS**

**ACTION:**  
Conduct elections of Irvine Sports Committee Chair and Vice Chair.

**ADJOURNMENT**

**ADJOURNMENT**

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

**STAFF REPORTS**

As a general rule, staff reports or other written documentation have been prepared or organized with respect to each item of business listed on the agenda. Copies of these materials are on file with the Irvine Sports Committee liaison and are available for public inspection and copying once the agenda is publicly posted (at least seven days prior to a regular Irvine Sports Committee meeting). Staff reports can also be downloaded from the City's website at [cityofirvine.org](http://cityofirvine.org) at least 7 days prior to the scheduled Irvine Sports Committee meeting.

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) 724-6615.

**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, 1 Civic Center Plaza, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review on the City's website and at the respective public meeting.

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) 724-6615.

**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**

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 949-724-6615.

Assisted listening devices are available at the meeting for individuals with hearing impairments. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 DFR 35. 102-35. 104 ADA Title II)

**COMMUNICATION AND ELECTRONIC 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 quarterly on the last Wednesday of every third month at 5:30 p.m. unless otherwise noted. Agendas are available at the following locations:

- Community Services Department
- Police Department
- Front Entrance of City Hall
- Quail Hill Community Center, 39 Shady Canyon Drive, Irvine, CA
- Irvine Soccer Academy, 17155 Von Karman, Suite 104, Irvine, CA
- City's web page at [cityofirvine.org](http://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 of City Hall, 1 Civic Center Plaza, Irvine, California on October 9, \_\_\_\_\_, 2023 by 5:30 p.m. as well as on the City's web page.

Rebecca Palmer, Committee Liaison

# **1. PRESENTATION**

## **ITEM 1.1** **CIP UPDATE**

(There is no report associated with this item.)

## **2. CONSENT CALENDAR**

### **ITEM 2.1 MINUTES**



# MINUTES

## IRVINE SPORTS COMMITTEE REGULAR MEETING

January 10, 2023

7:00 PM

Quail Hill Community Center

39 Shady Canyon Drive

Irvine, California

### CALL TO ORDER

The regular meeting of the Irvine Sports Committee was called to order at 7:04 p.m. on January 10, 2023, at Quail Hill Community Center, 39 Shady Canyon Drive, Irvine, California; Chair Bertoni presiding.

### ROLL CALL

#### PRESENT: 22

COMMITTEE MEMBER:	AYSO Region 213*	Doug Birozy
COMMITTEE MEMBER:	CBA Spartans	Todd Tristan
COMMITTEE MEMBER:	Irvine Soccer Academy*	Frank Fortier
COMMITTEE MEMBER:	Irvine Girls Softball Association*	Brian Tatro
COMMITTEE MEMBER:	Irvine Knights Baseball Club	Dick Owens
COMMITTEE MEMBER:	Irvine Pony Baseball*	Eric Gourley
COMMITTEE MEMBER:	Irvine Travel Softball*	Chris Dallas
COMMITTEE MEMBER:	Liverpool FC Int'l. Academy*	Dave Brown
COMMITTEE MEMBER:	Northwood Little League*	Eddie Ollmann
COMMITTEE MEMBER:	Pateadores Irvine*	Kevin Elson
COMMITTEE MEMBER:	Rox Baseball*	Michelle McNab
COMMITTEE MEMBER:	Ryan Lemmon Foundation	Guy Lemmon
COMMITTEE MEMBER:	So Cal Elite Sports, Basketball	Cary Lambeth
COMMITTEE MEMBER:	Strikers FC Irvine	Don Ebert
COMMITTEE MEMBER:	Southern California Youth Cricket Association*	Shantha Suraweera
COMMITTEE MEMBER:	Zeta Sports Academy	Cary Lu
COMMITTEE MEMBER:	Member-At-Large*	Adam Go
COMMITTEE MEMBER:	Member-At-Large*	Mariam Gelfand
COMMITTEE MEMBER:	Member-At-Large*	Michelle Herdrich
COMMITTEE MEMBER:	Member-At-Large*	Phil Wang
VICE CHAIR:	So Cal Elite Sports, Volleyball*	Cary Lambeth
CHAIR:	Matt Leinart Flag Football*	Ryan Bertoni

*\*Voting Member*



**ABSENT: 6**

COMMITTEE MEMBER:	Irvine Baseball Club	Alicia Wright
COMMITTEE MEMBER:	Irvine Dolphins Baseball Club	Brad Perry
COMMITTEE MEMBER:	Irvine Ranch Little League	Roger Armstrong
COMMITTEE MEMBER:	Orange County Trojans Youth Football	Chandrea Teran
COMMITTEE MEMBER:	Orange County United FC	Bart Hess
COMMITTEE MEMBER:	Southern California Cricket Association Youth	Srinivasa Nori

**PUBLIC COMMENTS – AGENDIZED ITEMS**

There were none.

**PUBLIC COMMENTS – NON-AGENDIZED ITEMS**

There were none.

**INTRODUCTIONS**

Steven Stewart, Community Services Superintendent, made the following introductions:

- Member-at-large vacancies for the Irvine Sports Committee are now filled by Mariam Gelfand, returning member, and Adam Go, new member.
- Gina Ferrante, Community Services Supervisor, is the new Athletic Reservations and Operations Supervisor replacing Chris Alfaro, Community Services Supervisor.
- Lisa Tom, Program Coordinator, will continue in athletic reservations.
- Colin Baines, Program Coordinator, has been promoted in athletic operations.

**ANNOUNCEMENTS/COMMITTEE REPORTS/COMMITTEE UPDATES**

Steven Stewart, Community Services Superintendent, made the following announcements:

- At the January 4 Community Services Commission meeting, the following Sports Committee bylaws were approved:
  - Lowering the requirement of Irvine residents from 90% to 85% for recreation-based programs.
  - Expanding competitive, club and travel sports programs to include seven-and-under (7U).
- As voted by City Council, Form 700 is required for Sports Committee Members, regardless of volunteer status. The Committee was advised to ask questions of the Form 700 to Maria Ferris, Deputy Clerk II, with the City Clerk’s office.

Cory Hilderbrand, Community Services Manager, announced reorganizations within Community Services Department and his new title as manager of arts, aquatics, athletics, and Great Park.

## **ADDITIONS AND DELETIONS TO THE AGENDA**

There were no additions or deletions.

### **1. CONSENT CALENDAR**

**ACTION: Moved by Committee Member Bertoni, seconded by Committee Member Ollmann, 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 October 11, 2022.

#### **1.2 TOURNAMENTS AND EVENTS CALENDAR**

**ACTION:**

Received and filed.

### **2. COMMITTEE BUSINESS**

#### **2.1 DISCUSSION ON BYLAW UPDATES FOR IRVINE SPORTS COMMITTEE VOTING**

Steven Stewart, Community Services Superintendent, shared the bylaw changes pertaining to voting members were not approved at the January 4 Community Services Commission meeting.

Jing Sun, Community Services Commissioner, asked for input from various Sports Committee members on current and potential bylaw updates. The Committee provided input on voting, and after discussions and comments, Chair Bertoni recommended no changes be made to the current voting bylaws.

**ACTION: Moved by Committee Member Gelfand and seconded by Committee Member Ollmann to recommend no changes to the current bylaws.**

**The motion carried as follows:**

**AYES:**           15     Committee Members Bertoni, Birozy, Brown, Dallas, Elson, Fortier, Gelfand, Go, Gourley, Herdrich, Lambeth, Ollmann, Suraweera, Tatro, and Wang.

NOES:        1        Committee Member McNab

**ADJOURNMENT**

**Moved by Chair Bertoni, seconded by Committee Member Ollmann, and unanimously carried by those members present to adjourn the meeting at 8:04 p.m.**

\_\_\_\_\_  
RYAN BERTONI, CHAIR

\_\_\_\_\_  
STEVEN STEWART  
COMMUNITY SERVICES SUPERINTENDENT

Date Approved: \_\_\_\_\_

**ITEM 2.2**  
**TOURNAMENTS AND EVENTS CALENDAR**



# REQUEST FOR IRVINE SPORTS COMMITTEE ACTION

**MEETING DATE:** OCTOBER 11, 2023

**TITLE:** TOURNAMENTS AND EVENTS CALENDAR

\_\_\_\_\_  
Director of Community Services

## **RECOMMENDED ACTION:**

Receive and provide input to the Community Services Department.

## **EXECUTIVE SUMMARY**

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

The Committee meets quarterly to review field allocations, event calendars, and reservation and allocation policies and procedures. The Tournaments and Events Calendar (Calendar) is attached and presented for the Committee's review, discussion, and input.

## **ANALYSIS**

Tournaments and large events are reserved in accordance with the Athletics Facility Reservation Policy. This Policy provides 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 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**            Gina Ferrante, Community Services Supervisor

**ATTACHMENT**

Tournaments and Events Calendar

TOURNAMENTS & EVENTS October - December 2023				
START DATE	END DATE	ORGANIZATION NAME	TOURNAMENT/EVENT NAME	FIELD REQUEST(S)
Friday, October 27, 2023	Sunday, October 29, 2023	Irvine Girls Softball Association	Softball Tournament	Bill Barber, David Sills, Portola Springs
Saturday, November 18, 2023	Sunday, November 19, 2023	Surf City Tourneys	Early Thanksgiving Showcase Softball Tournament	Bill Barber, Harvard
<b>TBA - November</b>	-	AYSO Irvine 213	Mayor's Cup Soccer Tournament	TBA
Friday, November 24, 2023	Sunday, November 26, 2023	USA Premier Baseball	Thanksgiving Tournament	Windrow, Cypress
Friday, December 8, 2023	Sunday, December 10, 2023	USA Premier Baseball	Christmas Classic Baseball Tournament	Windrow, Cypress
Saturday, December 9, 2023	Sunday, December 10, 2023	Liverpool FC International	Tournament of Champions	All Soccer Fields
Saturday, December 16, 2023	Sunday, December 17, 2023	Liverpool FC International	Recreation Tournament	All Soccer Fields
TOURNAMENTS & EVENTS January - September 2024				
Saturday, January 6, 2024	Sunday, January 7, 2024	Pateadores Irvine	Pats Junior Cup	All Soccer Fields
Saturday, January 20, 2024	Sunday, January 21, 2024	Triple Crown Sports (SoCal)	OC Coastal Classic Softball Tournament	Bill Barber, Mark Daily
Thursday, February 8, 2024	Sunday, February 11, 2024	NCAA/PGF	Mark Campbell Collegiate Classic	Bill Barber
<b>TBD - Feb/March</b>	-	Irvine Pony Baseball	Opening Day	Harvard Park
<b>TBD - Feb/March</b>	-	Irvine Girls Softball Association	Opening Day	Bill Barber
<b>TBD - Feb/March</b>	-	Northwood Little League	Opening Day	Hicks Canyon
<b>TBD - Feb/March</b>	-	Irvine Ranch Little League	Opening Day	Las Lomas
<b>TBD - Feb/March</b>		Northwood High School	Northwood HS Softball Tournament	Bill Barber (2/23, 2/24, 3/1, 3/2)
<b>TBD - March/April</b>		Woodbridge High School	Woodbridge HS Alan Dugard Classic Softball Tournament	Bill Barber, Mark Daily (3/30, 4/1, 4/6)
Saturday, March 30, 2024	Wednesday, April 3, 2024	Ryan Lemmon Foundation	Spring Invitational	Windrow
Friday, May 17, 2024	Saturday, May 18, 2024	CIF-SS	Girl's Softball Championships	Bill Barber
Friday, May 17, 2024	Saturday, May 18, 2024	Ryan Lemmon Foundation	Senior Showcase	Windrow
<b>TBD - May/June</b>	-	Premier Girls Fastpitch	OC Coaches Softball All-Star Game	Bill Barber
Thursday, May 23, 2024	Monday, May 27, 2024	Irvine Pony Baseball	Memorial Day Tournament	All City Baseball Fields
Saturday, May 25, 2024	Monday, May 27, 2024	Triple Crown Sports (SoCal)	Memorial Day Classic Softball Tournament	Bill Barber
<b>TBD - June</b>	<b>TBD - June</b>	Irvine Ranch Little League	District 55 Tournament	Las Lomas
<b>TBD - June</b>	<b>TBD - June</b>	Northwood Little League	District 55 Tournament(s)	Hicks Canyon
Friday, June 7, 2024	Sunday, June 9, 2024	Irvine Girls Softball Association	Summertime Classic Softball Tournament	All City Softball Fields
Friday, June 14, 2024	Sunday, June 16, 2024	Premier Girls Fastpitch	National Qualifier	Bill Barber, Harvard 1, 2, 3, 4
Friday, June 14, 2024	Sunday, June 16, 2024	Premier Girls Fastpitch	SoCal Athletics	Harvard Park 5, 6, 7
Friday, June 21, 2024	Friday, June 28, 2024	USA Premier Baseball	4th of July Firecracker Classic 18u, 17u - Week 1	Windrow, Cypress
Saturday, June 22, 2024	Sunday, June 23, 2024	Triple Crown Sports (SoCal)	Red, White, & Blue Softball Tournament	Bill Barber, Mark Daily
Wednesday, June 26, 2024	Sunday, June 30, 2024	Irvine Pony Baseball	Pony All-Star Tournaments	Harvard Park
Saturday, June 29, 2024	Saturday, July 6, 2024	USA Premier Baseball	4th of July Firecracker Classic 18u, 17u - Week 2	Windrow, Cypress
Friday, July 5, 2024	Monday, July 8, 2024	USA Softball	Champions Cup 16u	Harvard Park
Wednesday, July 10, 2024	Sunday, July 14, 2024	USA Softball	Champions Cup 18u	Harvard Park
Saturday, July 13, 2024	Sunday, July 14, 2024	Pateadores Irvine	Pats Cup	All Soccer Fields
Saturday, July 20, 2024	Sunday, July 21, 2024	Irvine Futbol Club	National Players Cup	All Soccer Fields
Saturday, July 20, 2024	Saturday, July 27, 2024	Premier Girls Fastpitch	National Championships - Week 1	Bill Barber, Harvard
Sunday, July 28, 2024	Sunday, August 4, 2024	Premier Girls Fastpitch	National Championships - Week 2	Bill Barber, Harvard
Saturday, August 3, 2024	Sunday, August 4, 2024	Liverpool FC International	Orange County Summer Invitational	All Soccer Fields
Saturday, August 10, 2024	Sunday, August 11, 2024	West Coast FC	West Coast Futbol Classic	All Soccer Fields
Saturday, August 17, 2024	Sunday, August 18, 2024	OC United	OC Kickoff Classic Soccer Tournament (Girls)	All Soccer Fields
Saturday, August 24, 2024	Sunday, August 25, 2024	OC United	OC Kickoff Classic Soccer Tournament (Boys)	All Soccer Fields
Saturday, August 31, 2024	Sunday, September 1, 2024	Irvine Futbol Club	Irvine World Cup Soccer Showcase	All Soccer Fields
Friday, September 27, 2024	Sunday, September 29, 2024	USA Premier Baseball	Fall Classic Baseball Tournament	Windrow, Cypress

## ATTACHMENT

### **3. BUSINESS ITEM**

#### **ITEM 3.1**

**CONSIDERATION OF REQUEST BY  
COMMITTEE MEMBER BRIAN TATRO ON  
THE ADMINISTRATION AND PROCESS OF  
THE YEARLY NON-RESIDENT FEE**



**From:** [IGSA VP](#)  
**To:** [REDACTED]  
**Cc:** [REDACTED]; [Steven Stewart](#)  
**Subject:** Irvine Sports Committee -- Agenda Item  
**Date:** Friday, June 23, 2023 11:42:31 AM

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**CAUTION: EXTERNAL EMAIL**

Hi Ryan, Cary,

Hope you are both well.

This is Brian Tatro from the Irvine Girls Softball Association and I am the Sports Committee representative for our organization.

I would like to add an agenda item for the next Sports Committee meeting, revisiting the manner in which we administer and process the yearly non-resident fee.

As you are both well aware, the non-resident fee increase was the compromise we agreed to several years ago in lieu of the proposed hourly field fee.

The accounting for this fee has become difficult to track, implement and reconcile each season and we should solicit feedback from City staff and then recommend and vote on a better way to manage this process.

I am not advocating for a net fee reduction, or looking to decrease the revenues being paid to the city by non-residents, generally speaking, but I am advocating for us to find a solution that would streamline the process to make it less confusing and cumbersome both for our organizations as well as for the city officials administering these fees.

Let me know what, if any further action or information you require from me.

Thank you,

Brian Tatro  
**IGSA – Vice President**

**ITEM 3.2**  
**NEW IRVINE SPORTS COMMITTEE**  
**MEMBERS**



# REQUEST FOR IRVINE SPORTS COMMITTEE ACTION

**MEETING DATE:** OCTOBER 11, 2023

**TITLE:** NEW IRVINE SPORTS COMMITTEE MEMBERS

\_\_\_\_\_  
Director of Community Services

## RECOMMENDED ACTION

Receive and file.

## EXECUTIVE SUMMARY

The Irvine Sports Committee (Committee) was established in 1979 to serve as an advisory body for the Community Services Commission (Commission). The Committee provides input to the Commission on Irvine youth sports programs, facilities, and services. The Committee also strives to ensure the equitable allocation of athletic facilities.

In accordance with the Committee Bylaws (Attachment 1), new organizations interested in offering youth sports programs are considered annually, during the October Sports Committee meeting. Three new organizations have provided all required documents to join the Sports Committee.

## COMMISSION/BOARD/COMMITTEE RECOMMENDATION

Not applicable.

## ANALYSIS

Applications for membership to the Committee are considered annually by the Committee at the October meeting. Committee Bylaws and Allocation Procedures for Sports Facilities (Attachment 2) provides a list of required documents before an organization is considered for the Committee.

New organizations must submit the following items:

- A letter of introduction for their program on organization letterhead

- Bylaws or Articles of Incorporation – If the program is offered in other communities, bylaws are needed to address an Irvine Chapter.
- Name of person authorized to reserve facilities on behalf of the organization or Irvine Chapter.
- Insurance certificate and a separate endorsement listing the City of Irvine as additionally insured
- State of California nonprofit incorporation papers or tax-exempt IRS 501(c)(3) letter
- Current City of Irvine Business License
- List of Irvine Chapter officers on organization letterhead
- Organization and/or team rosters
- Must meet organization and team residency requirements

Three new youth sports organizations have provided all required documents to join the Committee. These organizations are:

- Breakthrough Sports
- FC Rockers
- GPA Athletics

Letters of introduction for these organizations can be found in Attachment 3.

### **ALTERNATIVES CONSIDERED**

Not Applicable.

### **FINANCIAL IMPACT**

Organizations pay a \$10 fee per Irvine resident, and \$150 fee per non-Irvine resident. Revenue collected from new organizations are realized as revenue in the General Fund.

**REPORT PREPARED BY** Steven Stewart, Community Services Superintendent

### **ATTACHMENT**

1. Irvine Sports Committee Bylaws
2. Allocation Procedures for Sports Facilities
3. Letters of Introduction



## IRVINE SPORTS COMMITTEE BYLAWS

Community Services Resolution Number: 23-02

Community Services Commission Approved: 02/01/2023

Interim Director of Community Services

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### 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 One Civic Center Plaza in Irvine, California.

### 3.0 PURPOSE, MISSION, AND DUTIES

3.1 Purpose - The Committee's purpose is to serve as an advisory body of the City of Irvine, reporting to the Community Services Commission (hereinafter "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 interest of 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 Commission on its goals and accomplishments.

### 4.0 GENERAL STATEMENT OF POLICY

Provisions of the Irvine Municipal Code, Title 1, 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 and/or its properly appointed 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 or his or her equivalent. Committee Members must meet all of the requirements below.

5.1 Members – 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 nonprofit corporation registered with the State of California.

5.1.3 If the Organization is a recreation program, at least 85 percent of its participants must be Irvine residents. If the Organization is a club program, at least 57 percent of its participants must be Irvine residents. In addition, club programs must meet all team residency requirements as outlined in the City's Allocation Procedure for Sports Facilities.

5.1.4 Applications for membership will be considered by the Committee annually. Organizations interested in offering a youth sports program 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 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 Committee Member or officer 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, at a timeline established by the Committee.

## **6.0 VOTING**

- 6.1 One Vote Per Member – Except as set forth in Section 6.3, each Committee Member 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 from its own Organization 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 as follows:
- 6.3.1 Commission appointed Members-At-Large shall each cast one vote.
- 6.3.2 Representatives of Organizations with youth participation of 200 or more shall each 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 include a Chair and Vice Chair, each of whom shall be a voting member of the Committee. The officers shall be elected by 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 be responsible for the general supervision, direction, and control of the business and affairs of this Committee. The Chair shall preside over all meetings and shall represent the Committee to the 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 thirty (30) days in advance 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 (30) days prior to a meeting, Committee Members 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 voting Committee Members shall constitute a quorum. A majority vote of Committee Members present 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 agendas 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, by mail, or by email written notice to each member and by circulating the agenda as required by law, and by posting the agenda in a location freely accessible to the public at least 24 hours before the meeting. The special meeting notice must specify 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 allocation privileges and membership will be revoked.

## **9.0 BYLAWS**

Amendments to these bylaws are subject to approval and adoption by the Commission by a majority vote of the members present at a duly constituted meeting of the Commission.





# Community Services

## ALLOCATION PROCEDURES FOR SPORTS FACILITIES (Adopted by Community Services Commission – January 4, 2023)

### INTRODUCTION

The Community Services Department oversees and coordinates the allocation of sports facilities to Approved Local Sports Committee Groups by following the Allocation Procedure approved by the Irvine Sports Committee.

Groups included in this process must be active members of the Irvine Sports Committee. The Group must fulfill and meet all organization and team requirements by following the City Allocation Procedure for Sports Facilities and the Sports Committee Bylaws. Groups are provided an organization category determined by the Community Services Department once all requirements have been met and approved.

### PURPOSE

The City of Irvine’s allocation process was created to provide athletic field and court space to Approved Local Sports Committee Groups for practices and games. Groups that meet allocation and residency requirements are provided seasonal field and court allocations based on the number of participants for each organization.

Athletic Facilities are granted in priority to the following:

1. City of Irvine Programs and Events
2. Joint Use Agreement Entities (Irvine and Tustin Unified School Districts)
3. Approved Local Sports Committee Group Allocations
4. Tournaments and Events
5. Reservation Categories A-C

### ALLOCATION FEES

Primary Season	\$10/Irvine Resident player per organization
Annually	\$150/non-Irvine Resident player per organization
Camps/Clinic	\$25/hour
Tournaments	As noted on the reservation fee sheet.
Club Team Deposit	\$100/team each season
Dropped Team Fee	\$100/dropped club team per season

\*Please refer to the City of Irvine’s [Athletic Facilities Reservation Fees](#).

## DEFINITIONS

**City Program** – Class, event, or program operated by or contracted with the City of Irvine.

**Joint Use Agreement (JUA)** – Agreements between Irvine Unified School District (IUSD) and select Tustin Unified School District (TUSD) schools regarding the use of City and School District facilities.

**Approved Local Sports Committee Group (Group)** – Irvine based nonprofit youth sports organization that has met the requirements to participate in the City of Irvine’s Allocation Process and Sports Committee.

**Allocation** – Field schedule assigned to participating Approved Local Sports Committee Groups for regular team practices and games. Field use outside of the allocation (camp, clinics, and tryouts) is considered a rental and will require a separate permit.

**Rental** – Approved field use outside of field allocations. Rentals are paid field use and are not associated with the Allocation Procedure.

**Permit** – Document provided by the City of Irvine confirming field allocations or rentals.

**City Fields** – Athletic fields at City of Irvine parks, excluding the Great Park.

**Great Park Fields** – Athletic fields located at the Great Park in the City of Irvine. The allocation process excludes the Great Park. Please refer to the Great Park Sports Complex Policy and Fees.

**IUSD Fields** – Athletic fields on IUSD campuses. IUSD fields are included in the allocation and City staff coordinate use of IUSD fields for Approved Local Sports Committee Groups.

**Primary Group** – Allocation groups receiving field priority during a particular season. (Fall – Football and Soccer; Spring – Baseball, Cricket, and Softball; Winter – Basketball and Lacrosse)

**Secondary Group** – Allocation groups receiving secondary field priority during a particular season. (Fall – Baseball, Cricket, Softball, Basketball, and Lacrosse; Spring – Football, Soccer, Basketball, and Lacrosse)

**Probationary Group** – Allocation groups receiving priority after Primary and Secondary Groups. All new organizations are Probationary Groups for one calendar year.

**Participant** – Individuals 3 to 18 years of age, registered and actively participating in an Approved Local Sports Committee Group. Participants must be assigned to a team and regularly participating in team practices and games. Participants may only be registered to one organization per sport. For example, a participant cannot be counted in two different soccer organizations.

**Resident Participant** – A participant that resides in the City of Irvine registered with an Approved Local Sports Committee Group.

**Non-Resident Participant** – A participant that resides outside the City of Irvine registered with an Approved Local Sports Committee Group.

**Field Representative** – A liaison assigned by an Approved Local Sports Committee Group to communicate field allocation or rental needs with the City of Irvine.

**Sports Committee Representative** – A liaison assigned by an Approved Local Sports Committee Group to provide representation during quarterly Sports Committee meetings.

## ORGANIZATION REQUIREMENTS

All organizations participating in the Sports Committee must meet all requirements annually. New organizations must submit items 1-10 by October 1 to be reviewed at the October Sports Committee Meeting.

1. A letter of introduction for your program on organization letterhead.
2. Bylaws or Articles of Incorporation – If the program is offered in other communities, bylaws are needed to address an Irvine Chapter.
3. Name of person authorized to reserve facilities on behalf of the organization/Irvine Chapter.
4. Insurance Certificate and a separate endorsement listing the City of Irvine as additionally insured.
5. Organization's State of California nonprofit incorporation papers or tax-exempt IRS 501 (c)(3) letter.
6. Current City of Irvine Business License
7. List of Irvine Chapter Officers (name, title, address, and phone numbers) on organization letterhead.
8. Organization and/or Team Rosters – please provide the following in Excel format:
  - a. Division/Team of Player
  - b. Player's First Name and Last Name
  - c. Date of Birth
  - d. Home Street Address, City, and Zip Code
9. Meet organization residency requirements.
10. City of Irvine reservation accounts must be in good standing.

### **NEW ORGANIZATION**

Organizations requesting an allocation for the first time within the preceding twelve-month period are considered new. New organizations must adhere to the deadlines established in the allocation schedule in order to be eligible for an allocation. Organizations changing names, but otherwise remaining the same, shall not be considered a new organization. Spin-off or subsidiary organizations are considered a new organization. Current organizations required to split due to growth or due to an organization's national rules are not classified as new organizations, and are considered a returning organization. New organizations are required to follow the guidelines below:

### **New Organizations Requirements**

1. New organizations must contact one or more existing organizations within the Irvine Sports Committee to inquire about joining their teams with an existing Sports Committee organization. If a new organization is unable to join an existing Sports Committee organization, the new organization may proceed with the new organization process.

2. One-year probationary period with priority field use after primary and secondary allocations. If during the probationary period the organization falls under residency requirements, the organization is removed from the allocation processes, and begins the new organization process again.
3. Pay Approved Local Sports Committee Group resident and/or non-resident Fees.
4. Join with minimum of two or more teams that meet residency requirements.

## CATEGORY AND RESIDENCY REQUIREMENTS

The Community Services Department will determine the category of each Group once all required documents have been submitted and reviewed. Once a Groups category has been determined, the Group will be responsible for maintaining the required residency to continue with the allocation process.

### Recreation-Based Program

1. Programs are primarily inclusive of all participants regardless of skill. Skill evaluations may exist for the placement of the participant and to balance teams; however, the organization primarily accepts all participants. Organizations may cut players on a limited basis due to numbers of participants and limits on roster sizes.
2. Rules are defined with minimum playing time for all participants.
3. When a sport has a limited number of teams and participants in Irvine, an Irvine program may be viewed as recreation-based while traveling to other cities for competition (i.e., football and lacrosse).

Examples of recreation-based programs include: Little League Baseball, AYSO Soccer, and Junior All American Football.

Recreation-based programs must maintain a membership of youth participants equaling 85% or more with Irvine residents. All teams must have a minimum Irvine residency equal to 57% or more with active participants (including Challengers and VIP).

### Competitive, Club, and Travel Sports Program

1. Programs primarily travel to other cities to play competition or a higher level beyond the competition of a recreation-based program.
2. Programs are primarily suited for participants with advanced skill beyond the play of recreation-based programs.
3. Tryouts are conducted to select participants.
4. Rules are not defined with minimum playing time for participants.
5. Organization Limits on Club Teams
  - a. Organizations may have no more than two teams in the same age and gender (i.e., Two U16 Teams – Girls).
  - b. Club sports organizations may not include teams below the 7U age group.
6. Allocations for games must involve at least one Irvine compliant team. Organizations hosting games involving non-Irvine teams must play equal number of home games in Irvine and away games in other cities.

Examples of competitive, club and travel sports program include: Irvine Soccer Club – “the Strikers” and Irvine Baseball Club – “the Diamondbacks”.

Competitive, club and travel sports organizations must maintain a membership of youth participants equaling 57% or more with Irvine residents. Teams in 7U and 8U divisions must maintain a membership of youth participants equaling 85% or more with Irvine residents. The information below provides team residency requirements for all additional age groups and divisions:

### Residency Requirements

<u>Category Requirements</u>	<u>Required Irvine Residency</u>
Recreation	85% Irvine Residents
Club/Travel	57% Irvine Residents

Club/Travel Soccer Residency Requirements	
<u>Team Division</u>	<u>Required Irvine Residency</u>
Division Three / Flight 3 & 4	75% Irvine Residents
Division Two	66% Irvine Residents
Division One / Flight 2	51% Irvine Residents
Championship	45% Irvine Residents
Premier / Flight 1	38% Irvine Residents
Teams in Elite Leagues	38% Irvine Residents

Club/Travel Baseball, Softball, and Other Club Sports Residency Requirements	
<u>Age Group</u>	<u>Required Irvine Residency</u>
7U and 8U	85% Irvine Residents
12U through 9U	70% Irvine Residents
13U and Older	45% Irvine Residents

Organizations or teams that fall below the required residency will be removed from the allocation process. All fields used during allocation time will be charged at full rental rates and the remainder of the allocation will be removed or adjusted.

## ALLOCATION DOCUMENTS AND FORMS

All Groups are required to provide the following documents to participate in each primary and secondary allocation season. Groups that are unable to provide the required documents will not be included in the allocation process. Documents must be submitted by the due date indicated in the distribution notice.

1. Annual Organization Requirements
2. Allocation Forms: Organization Summary, Notice of Intended Use, Allocation Application and Agreement, Organization or Team Rosters in Excel Format.
3. Organization Calendar of Events, which includes but is not limited to registration dates, evaluations, tryouts (date, time, and desired location), practices and leagues start/end dates, camps, clinics, and tournaments, etc. Separate Field Applications are required for camps, clinics, tryouts, and tournaments.

Failure to submit documents and forms by the deadline shall result in the following penalty:

1. New Organizations – Denied all use for the upcoming season.
2. Returning Organizations – Lose 1% of their allowable allocation percentage for each working day late. At 15 working days late, the organization is subject to the penalty for new organizations. Forfeited field time due to this penalty shall be allocated among all primary organizations.

## ALLOCATION INFORMATION AND SCHEDULES

The City of Irvine will create a draft allocation, based on membership, for discussion and review at the Spring and Fall allocation meeting (there is no allocation meeting for the Winter sports allocation period). Allocations are provided for regular team practices and league games only.

The allocation schedule is provided in blocks of hours as administered and monitored by the Community Services Department. Allocations are established to ensure equity remains consistent for all organizations based on age and residency. Irvine residents and older participants will receive priority for allocations of City and School District facilities (IUSD and TUSD).

The Sports Committee conducts seasonal allocations according to the following schedule:

<b>Seasons</b>	<b>Time Period</b>	<b>Primary Sports</b>	<b>Secondary Sports</b>
Spring	<ol style="list-style-type: none"> <li>1. Allocation starts Monday in February – Sunday close to August 1</li> <li>2. Post-Season starts Tuesday after Memorial Day</li> </ol>	Baseball, Softball, Volleyball and Cricket	Basketball, Football, Lacrosse, and Soccer
Fall	<ol style="list-style-type: none"> <li>1. First Allocation starts Monday close to August 1 – Sunday before first Monday in February</li> <li>2. Post-Season starts Monday after Thanksgiving</li> </ol>	Football and Soccer	Baseball, Basketball, Volleyball, Cricket, Lacrosse, and Softball

Winter	<ol style="list-style-type: none"> <li>1. First Allocation starts Monday following Thanksgiving – Friday before Memorial Day</li> <li>2. Post-Season starts Saturday before St. Patrick’s Day</li> </ol>	Basketball and Lacrosse	n/a
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**Post-Season Teams and Participants**

Only teams and participants involved in the current season are eligible for post-season field allocations. The Community Service Department will ask for updated league schedules for each organization to provide Post-Season allocations.

**Allocation Information**

Organizations must complete all forms and provide information on their intended use according to the allocation timeline. Club sports programs must present their list of incoming teams to the City and Sports Committee on the Organization Summary Form. Organizations requesting an exception to the team residency requirements must present a formal request, in writing to the City and the Sports Committee prior to the deadline for Organization Summary Forms.

Allocation drafts are distributed to the primary organizations at the Allocation Meeting following the January and July Sports Committee meetings. Organizations must have representatives present at meetings with authority to respond to the needs of the program. Additional representatives may attend allocation meetings to provide assistance, but the organization is limited to one spokesperson.

**Allocation Timeline and Due Dates**

Items Due	Spring	Fall	Winter
Allocation Information and Documents Distributed	1st week of December	2nd week of May	2nd week of August
Allocation Documents, Forms & Club Team Deposits Due	3rd week of December	4th week of May	4th week of August
Allocation Distributed	2nd Tuesday in January	2nd Tuesday in July	3rd week of October
Practice, Game Schedules, and Final Rosters Due	4th week of February	1st week of September	1st week of December

**ALLOCATION ANALYSIS – ORGANIZATION SUMMARIES (RESIDENCY)**

The Community Services Department will create an allocation analysis and a summary of participants for all organizations during the allocation process. The analysis reflects the total number of participants in each organization and their respective field allocation percentage.

**NOTICE OF APPEAL**

Organizations may appeal or challenge the procedure used for allocating sports facilities by submitting a “Formal Letter of Appeal” no later than 14 days following the scheduled allocation meeting. Community Services will forward notice of the appeal to all organizations in the allocation process. The Community Services Department and the Sports Committee Chair will attempt to resolve the appeal within five working days.

If resolution is not reached with the organization filing the appeal, the appeal must be placed on an agenda for a special meeting of the Sports Committee. All organizations must be notified of the appeal including the date and place of the meeting where the appeal will be heard. If the organization filing the appeal is not represented at the meeting, the organization shall forfeit all rights to further consideration by the Sports Committee. All appeals to the Sports Committee shall be heard by secondary groups for the season in question. Primary Organizations shall abstain from voting on the appeal.

### **ALLOCATION EXCHANGE**

Organizations may give up or exchange days, times, or fields within the allocation process with another “like” organization. Exchanges with another organization must be a comparable exchange in value. Modifications to the allocations must be verified in writing by all parties and submitted for final approval by the Community Services Department.

### **ROSTER CHALLENGES**

If an organization challenges the accuracy of another organization’s participant information (e.g. participant numbers, team rosters or accuracy of residency), the Sports Committee shall appoint a task force of representatives from secondary organizations. The Task Force will evaluate the list of participants in a manner directed by the Sports Committee and has authority to request additional information.

Requests for additional information may include, but is not limited to, the following:

- Revised rosters for the entire organization or for a specific team in question.
- Rosters must include all information pertaining to the participants/coach (address, phone, birth dates).
- Documentation and proof of residency may be requested via utility bills, statements, or affidavits from parents, etc. The organization must submit all requested documentation to the task force within fifteen calendar days. Upon review, the task force shall make a report with recommendations of sanctions at the next Sports Committee meeting. If the Sports Committee determines an organization has falsified documents or submitted rosters containing errors overstating the level of participation and/or understating the number of non-Irvine residents, the Sports Committee shall invite the offending organization to show why it should not be penalized in accord with recommendations of the task force. Upon consideration and vote of the Sports Committee, recommendations for penalties shall be forwarded to the City for implementation.

## **ALLOCATION FEE COLLECTION**

Allocation fees are charged to Groups in accordance with the Athletic Facilities Reservation Fees approved by Irvine City Council. All participating Groups are required to provide organization or



team rosters per the requirements of the Allocation Procedures for Sports Facilities. Resident allocation fees will not be charged to resident players with special needs (i.e. members of Little League’s Challengers and AYSO VIP programs).

Club organizations are charged a refundable \$100 team deposit per team each allocation season. Team deposits maybe refunded or applied to the final allocation invoice at the end of each season. Deposits are forfeited if team(s) drop during an allocation season or team(s) do not meet the minimum residency requirements.

All rosters must be submitted in Excel format with the required information (noted in Organization Requirements). Athletic Reservation staff provide an Excel template that may be used to submit rosters. Irvine addresses may be verified via the City of Irvine’s GIS Online Parcel Search or Google Maps. Addresses to businesses, post office boxes, mail services, incomplete addresses, etc. are not be accepted. Athletic Reservation staff review and notify Groups of any uncertain home addresses. Groups will have an opportunity to provide the correct home addresses within five business days of notice. If the players address is not corrected, they will be counted as a non-Irvine resident.

**Roster Timeline and Due Dates**

<b>Event</b>	<b>Spring</b>	<b>Fall</b>	<b>Winter</b>
Preliminary Rosters Due	1st week of December	2nd week of May	2nd week of August
Final Rosters Due	4th week of February	2nd week of September	1st week of December
Invoices Sent	April	November	February
Payments Due	Two weeks upon receipt of invoice.		

**TOURNAMENTS**

Request to host events may be submitted up to 18 months in advance for international/national championship caliber events, and destination events drawing tourism and team travel to Irvine will receive priority. Events are noted on the Tournament and Events Calendar which is shared with the Irvine Sports Committee.

Recreation based programs may host one free tournament per calendar year. Thereafter, Approved Local Sports Committee Group tournament day rates are applied. Club/Travel Groups may host tournaments at the Approved Local Sports Committee Group tournament day rate. Refer to the [Athletic Facilities Reservation Fees](#) for rates and additional fees.

- Tournament reservations require a minimum reservation of two or more fields and/or courts for four or more hours.
- At the City's discretion, the hourly rate instead of the day rate may apply to accommodate operational or program needs (e.g. field and/or court are not available for a full-day).

**BATTING CAGES**

City of Irvine batting cages are available to participating baseball and softball Groups for regular team practices. Batting cages are assigned to Recreation Groups. Club teams are assigned batting cage times for weekly practices. All batting cage users must adhere to the batting cage rules posted at each site. Unauthorized use of batting cages may be in violation of the Allocation Procedure.

## FIELD OPERATIONS & MAINTENANCE

### FIELD MODIFICATIONS

All City of Irvine fields are allocated to organizations “As-Is.” All organizations are provided a field dimension sheet with the final field allocation. Requests for temporary field modifications (field painting, temporary goals, etc.) to City fields must be submitted in writing to Athletic Reservations. Requests must include information regarding the modifications and are reviewed with Athletics and Public Works Landscape Maintenance teams. Written approval of temporary field modifications are required if modifications are granted. Unauthorized field modifications may be in violation of the Allocation Procedure.

### FIELD CLOSURES AND RENOVATIONS

City athletic fields are closed twice annually between seasons (December to January and May to September) for maintenance. Field closure dates are provided to all Groups when field allocations are distributed. The City reserves the right to modify, relocate, or cancel field use to accommodate unanticipated maintenance needs, inclement weather, or unforeseen circumstances. Field closures are listed on the City’s Muddline (949-724-6833 or [cityofirvine.org/mudd](http://cityofirvine.org/mudd)).

## VIOLATIONS & PENALTIES

Athletic Field Allocations are provided to all Groups to ensure compliance with the Allocation Procedure for Approved Local Sports Groups. Groups are expected to adhere to the guidelines outlined in this document and approved field permits.

Groups that do not adhere to these guidelines may be in violation of the Allocation Procedure for Approved Local Sports Groups. Violations include, but are not limited to:

- Use of closed, non-allocated, or reserved fields.
- Use of fields outside of the allocation or permitted times.
- Using allocated fields for other activities (camp, clinic, evaluations, tryouts, etc.).
- Abandoned fields or repeated no shows during allocated field times.
- Subletting or trading fields with other organizations without notifying the Community Services Department.
- Unauthorized field modifications.
- Unauthorized vendors.
- Driving vehicles onto parks or athletic fields.
- Reservation accounts that are not in good standing.

If an organization is found in violation, warnings are communicated through verbal discussions and email correspondence with all violations being documented. If violations continue, further penalties may include, but are not limited to:

- A loss of field use equal to, but not greater than hours used on non-allocated fields.
- Charges according to reservation and fee policy for category A resident and non-resident fees.
- Removal from the Allocation Processes for five or more violations within a year.

## **IMPROVED FIELDS**

To encourage organizations to invest and commit resources into facilities, the following is used to ensure allocations of an Improved Field are provided to the sponsoring organization. These allocations are based on volunteer efforts in labor and/or actual expenditures. All requests to improve fields must be approved in advance by the Sports Committee and the landowner.

### **Field Improvement/Maintenance**

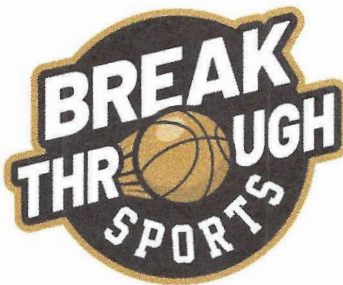
All field improvements or maintenance shall be based on actual dollars expended for the purpose of upgrading the field in a manner that extends or improves playing conditions. Examples include addition of brick dust or grass infields, sports field lights, reseeding, irrigation, and soccer goals. The Community Services Department shall certify the improvements and the costs of improvements. Receipt(s) for expenses are required. All improvements must be coordinated and approved by the property owner (City, IUSD, TUSD, or local colleges)

### **Minimum Criteria - Improved Fields**

Organizations interested in investing funds to improve or maintain facilities above current standards shall have priority access to the facilities within the allocation process during their primary season. Organizations will not receive more time in the allocation process; however, the improved field are among the sites allocated to the sponsoring organization. The criteria bonus shall be determined as follows:

- |                            |   |
|----------------------------|---|
| Initial Commitment:        | \$3,500-\$5,000 (provides priority access in allocations for two years)   |
| Annual Ongoing Commitment: | \$900-\$3,000 (extends access for one additional year)<br>\$3,001 and above (extends access for two additional years) |

Priority cannot provide access to a secondary organization over requests by primary organizations. Lighted fields shall be excluded from consideration in this procedure for Improved Fields.



Breakthrough Sports Plus  
Champ Baginski  
24605 Summerland Cir  
Laguna Niguel, CA 92677  
[champ@breakthroughsports.org](mailto:champ@breakthroughsports.org)

May 12, 2023

Irvine Sports Committee  
1 Civic Center Plaza  
Irvine, CA 92606

Dear Sports Committee:

I am writing to express my interest in becoming a member of the Irvine Sports Committee. In addition, my company, Breakthrough Sports Plus, would be interested in running youth basketball and soccer leagues for Irvine residents.

With more than twenty years of experience developing youth sports programming for professional sports teams (LA Clippers, Kansas City Chiefs, Anaheim Ducks, San Jose Sharks), Breakthrough Sports is looking to bring our award-winning leagues to Irvine residents! Breakthrough Sports leagues are inclusive, high-energy leagues used to focus on the fundamentals and to help boys and girls of ALL skill levels improve their game. Our coaches, including former pro players, will help improve mechanics, develop sports IQ and most importantly boost confidence!

Since inception in 2018, Breakthrough Sports has partnered with 18 Southern California cities along with two school districts to offer basketball, baseball, soccer, flag football, volleyball and aquatics programming to nearly 7,000 children per year.

We appreciate your time and look forward to offering Irvine residents high-quality programming at an affordable price.

Sincerely,

Champ Baginski

# FC Rockers

17322 Peach  
Irvine, CA 92612  
behdad@fcrockers.com

Sep 21, 2023

## FC Rockers Soccer Program for Kids

FC Rockers is a non-profit organization established in 2023 that serves the kids in the city of Irvine to develop their soccer skills and compete in local leagues.

We have quarterly programs which run anywhere from 8-10 weeks with 2 or 3 practice sessions per week and league and/or scrimmages during the weekends. We enroll kids from 5-13 years old with any skill level.

We normally run 2 programs in parallel which are Club and PreClub. At the beginning of each season, we conduct FREE tryout sessions for the kids to determine whether or not they are ready to join the Club and compete in local leagues and tournaments. Once they are approved by one of our coaches, they can register for our Club program and are assigned to the head coaches based on their age level. The kids that need more time to develop their skills are considered PreClub and will enjoy a fun, yet intense program to brush their skills for next season.

FC Rockers teams currently compete in the indoor 5v5 Touch n Go league as well as upcoming outdoor 7v7 and 9v9 leagues that Slammers FC organize.

Best regards,

Behdad Analui

President, FC Rockers





GPA Athletics  
Alex Guenette  
President  
Secretary  
Treasure  
(760) 505-1999

To whom it may concern,

I hope this message finds you well! I wanted to take a moment to introduce GPA Athletics, a fantastic youth baseball program that operates in Irvine and I am thrilled to be a part of. We are dedicated to fostering a love for the game, developing skills, and promoting teamwork among young athletes. Our program offers top-notch coaching, a supportive environment, and a focus on creating student-athletes of character.

All the best,  
GPA Athletics  
29 Oakmont Drive  
Rancho Mirage, CA 92270

## GPA Athletics - Contact and Additional Information

3. Name and contact information of the individual authorized to reserve facilities on behalf of the organization.

Alex Guenette

Email: [aguenette5@gmail.com](mailto:aguenette5@gmail.com)

Phone Number: (760) 505-1999

9. Latching on to another organization.

I would like to note that I reached out to Irvine Pony and Irvine Colts to join their organization and that it is not possible at this time.



**ITEM 3.3**  
**ELECTION OF IRVINE SPORTS COMMITTEE  
OFFICERS**



# REQUEST FOR IRVINE SPORTS COMMITTEE ACTION

**MEETING DATE:** OCTOBER 11, 2023

**TITLE:** ELECTION OF IRVINE SPORTS COMMITTEE OFFICERS

\_\_\_\_\_  
Director of Community Services

## **RECOMMENDED ACTION**

Conduct elections of Irvine Sports Committee Chair and Vice-Chair.

## **EXECUTIVE SUMMARY**

The Irvine Sports Committee (Committee) was established in 1979 to serve as an advisory body for the Community Services Commission (Commission). The Committee provides input to the Commission on Irvine youth sports programs, facilities, and services. The Committee also strives to ensure the equitable allocation of athletic facilities.

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

In accordance with the Committee Bylaws (Attachment), the Committee shall elect a Chair and Vice Chair at the last regular meeting of the calendar year.

## **COMMISSION/BOARD/COMMITTEE RECOMMENDATION**

Not applicable.

## **ANALYSIS**

In accordance with Committee Bylaws, Section 8, the Committee 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. The Vice Chair shall assume these duties in the absence of the Chair.

**ALTERNATIVES CONSIDERED**

The Committee may delay the election of Chair and Vice Chair to a future meeting.

**FINANCIAL IMPACT**

There is no financial impact to the Committee conducting its election of officers.

**REPORT PREPARED BY**            Steven Stewart, Community Services Superintendent

**ATTACHMENT**

Irvine Sports Committee Bylaws



## IRVINE SPORTS COMMITTEE BYLAWS

Community Services Resolution Number: 23-02

Community Services Commission Approved: 02/01/2023

  
Interim Director of Community Services

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### 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 One Civic Center Plaza in Irvine, California.

### 3.0 PURPOSE, MISSION, AND DUTIES

3.1 Purpose - The Committee's purpose is to serve as an advisory body of the City of Irvine, reporting to the Community Services Commission (hereinafter "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 interest of 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 Commission on its goals and accomplishments.

### 4.0 GENERAL STATEMENT OF POLICY

Provisions of the Irvine Municipal Code, Title 1, 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 and/or its properly appointed 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 or his or her equivalent. Committee Members must meet all of the requirements below.

5.1 Members – 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 nonprofit corporation registered with the State of California.

5.1.3 If the Organization is a recreation program, at least 85 percent of its participants must be Irvine residents. If the Organization is a club program, at least 57 percent of its participants must be Irvine residents. In addition, club programs must meet all team residency requirements as outlined in the City's Allocation Procedure for Sports Facilities.

5.1.4 Applications for membership will be considered by the Committee annually. Organizations interested in offering a youth sports program 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 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 Committee Member or officer 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, at a timeline established by the Committee.

## **6.0 VOTING**

- 6.1 One Vote Per Member – Except as set forth in Section 6.3, each Committee Member 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 from its own Organization 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 as follows:
- 6.3.1 Commission appointed Members-At-Large shall each cast one vote.
- 6.3.2 Representatives of Organizations with youth participation of 200 or more shall each 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 include a Chair and Vice Chair, each of whom shall be a voting member of the Committee. The officers shall be elected by 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 be responsible for the general supervision, direction, and control of the business and affairs of this Committee. The Chair shall preside over all meetings and shall represent the Committee to the 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 thirty (30) days in advance 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 (30) days prior to a meeting, Committee Members 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 voting Committee Members shall constitute a quorum. A majority vote of Committee Members present 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 agendas 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, by mail, or by email written notice to each member and by circulating the agenda as required by law, and by posting the agenda in a location freely accessible to the public at least 24 hours before the meeting. The special meeting notice must specify 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 allocation privileges and membership will be revoked.

## **9.0 BYLAWS**

Amendments to these bylaws are subject to approval and adoption by the Commission by a majority vote of the members present at a duly constituted meeting of the Commission.