



City of Costa Mesa, Treasury Management Division

APPLICATION FOR FIREWORKS PERMIT

Phone: (714) 754-5235

THIS DOCUMENT IS CONSIDERED A PUBLIC RECORD SUBJECT TO DISCLOSURE UNDER THE PUBLIC RECORDS REQUEST ACT.

PLEASE PRINT OR TYPE

ORGANIZATION:

Name: COSTA MESA POP WARNER Permit #: _____
Date Organized: 1963
Mailing Address: 3107 GINGER AVE # A CM, 92626
Principal and Permanent Meeting Place: 2323 Placentia

OFFICERS:

Name: CINDY KERKHOFF Home Address: 3107 GINGER AVE # A
Name: Yumi Patterson Home Address: 1592 Caraway # A
Location of Fireworks Stand: 296 E. 17TH STREET
State Sales Tax Permit No.: 102 92 68 61 State Fire Marshal's License No.: W002569

Wholesaler or Distributor from whom the retailer proposes to purchase fireworks for sale:

Name: AMERICAN PROMOTIONAL EVENTS, INC. / TNT FIREWORKS
Address: 555 N. GILBERT ST., FULLERTON, CA 92822

The manner, method and times; and how applicant proposes to sell "safe and sane" fireworks:

RETAIL SALES OF SAFE AND SANE FIREWORKS
JUNE 30 - JULY 3RD (10AM-10PM) JULY 4 (9AM-9PM)

Responsible adult who will deal with City in all matters for this permit:

Name: CINDY KERKHOFF Phone: 949-201-9743
Address: 3107 GINGER AVE # A CM, 92626
Email: CINDYKERKHOFF@YAHOO.COM

I declare under penalty of perjury that, this organization is a bona fide non-profit organization, as recognized by the State of California that was formed to benefit the youth and students of the City of Costa Mesa, with its principal and permanent meeting place within the City of Costa Mesa. Permit applicants may be asked by the Director of Finance to submit information to verify statements made on the application form. ANY APPLICANT WHO IS UNABLE TO VERIFY SUCH STATEMENTS MAY BE DISQUALIFIED FROM OBTAINING A PERMIT.

Authorized Signature: Cindy Kerkhoff Date: 5-16-16
Title: Vice President

FOR TREASURY MANAGEMENT DIVISION USE ONLY

Date Received: _____ Receipt Number: _____

Public liability and property insurance certificate required in a minimum amount of \$1,000,000 combined single limit, naming the City of Costa Mesa as additional insured.

Policy Number: _____

**City of Costa Mesa, Treasury Management Division
FIREWORK STAND APPLICATION REQUIREMENTS**

The Costa Mesa Municipal Code contains regulations governing the issuance of fireworks permits and the discharge of fireworks. These regulations are found in Sections 9-179 through 9-190. The City Council has also adopted Council Policy 400-2 (revised 02/19/13), which imposes additional regulations governing the sale and discharge of fireworks (copy attached).

Applications must be filed before **June 1** of the calendar year for which permit is sought. The following requirements must also be met:

SCHOOL APPLICANTS

1. High School applicants must attach a letter from the school's Principal certifying the applicant is a recognized organization supporting school activities and must certify that the organization is a tax exempt charity or non-profit organization under state and federal law in good standing or approved Newport Mesa Unified School District entity under direct control of the school.
2. Copy of temporary Seller's Permit from the State Board of Equalization
3. Copy of State Fire Marshal Retail Fireworks License
4. Original insurance certification naming the City of Costa Mesa as additional insured
5. Copy of site plan which must be approved by Building & Safety, Traffic Engineering and the Fire Department

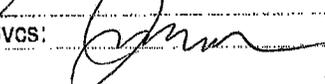
NON-SCHOOL APPLICANTS

1. Copy of Articles of Incorporation (including amendments)
2. Copy of By-Laws
3. Current roster of officers/directors which includes name, address, and telephone number
4. Current roster of members which includes name, address, and age
5. Copies of tax exempt status from the Internal Revenue Service and the State Franchise Tax Board
6. Copy of temporary Seller's Permit from the State Board of Equalization
7. Copy of State Fire Marshal Retail Fireworks License
8. Original insurance certification naming the City of Costa Mesa as additional insured
9. Copy of site plan which must be approved by Building & Safety, Traffic Engineering and the Fire Department

FIRE DEPARTMENT (714) 327-7400: Each Fireworks Stand will be inspected for fire-safe conditions during the time of occupancy, and a final inspection will be conducted in order to release the deposit for clean-up. Fireworks Stands are to be cleaned up before midnight of July 7th

BUILDING & SAFETY DIVISION (714) 754-5273: An Electrical Permit must be obtained from the City of Costa Mesa prior to the performance of any electrical work.

TRAFFIC ENGINEERING (714) 754-5323: Site plan must be approved in relation to possible interruption of traffic.

APPROVED	
Fire Department:	Date:
Building & Safety: 	Date: 06/10/16
Transportation Svcs: 	Date: 6/11/16

STATE OF CALIFORNIA

FRANCHISE TAX BOARD

1025 N. STREET
SACRAMENTO, CALIFORNIA 95811

September 1, 1967

Newport-Mesa Jay Warner Football Association
888 North Main Street, Suite 808
Santa Ana, CA 92701

Re: Exemption from franchise tax

Gentlemen:

It is the opinion of this office, based upon the evidence presented, that you are exempt from State franchise tax under the provisions of Section 23701d of the Revenue and Taxation Code, as it is shown that you are organized and operated exclusively as a charitable organization.

Accordingly, you will not be required to file franchise tax returns unless you change the character of your organization, the purposes for which you were organized, or your method of operation. Any such changes should be reported immediately to this office in order that their effect upon your exempt status may be determined.

If in any year your gross income exceeds \$25,000, you are required to file an information return on Form 199 on or before the 15th day of the 5th month following the close of your fiscal year. These forms will be mailed to you if you provide us with your current postal address.

If you have income from an unrelated trade or business that is taxable under the provisions of Section 23731 of the Revenue and Taxation Code, you must file a return on Form 109 on or before the 15th day of the 3rd month following the close of your fiscal year. Copies of this form may be obtained from this office or any of its branches.

Contributions made to you are deductible by the donor in arriving at their taxable net income in the manner and in the extent provided by Sections 17214, 17215, 17216, and 24357 of the Revenue and Taxation Code.

If the organization is not yet incorporated or has not yet qualified to do business in California, this approval will expire unless incorporation or qualification is completed within 30 days.

Very truly yours,

Donald H. Reinholdt

Donald H. Reinholdt
Associate Tax Counsel

DHR:ef
cc: Registry of Charitable Trusts
cc: Secretary of State
(0)

FTB 4212 (8-66)

FILED
SEP - 1 1967
MRS. R. H. HAN, Secretary of State
Copy

ARTICLES OF INCORPORATION
OF
NEWPORT-MESA POP WARNER FOOTBALL ASSOCIATION

We, the undersigned, for the purpose of forming a corporation under Part 1, of Division 2 of the Corporation Code of the State of California, also known as the General Non-Profit Corporation Law, do certify:

FIRST: The name of this corporation is NEWPORT-MESA POP WARNER FOOTBALL ASSOCIATION.

The name of the unincorporated association incorporated hereby is NEWPORT-MESA POP WARNER FOOTBALL ASSOCIATION.

SECOND: The purposes for which the corporation is formed are as follows:

- a. To inspire youth to practice the ideals of sportsmanship, physical fitness, scholarship, citizenship and good character. To give interested youth an opportunity to participate in organized athletics, to receive responsible and constructive supervision and instruction.
- b. To engage generally in any business related to those purposes described in subparagraph a of this Article SECOND which from time to time are authorized or approved by the Board of Directors of this corporation and are authorized by the general non-profit corporation law of the State of California.
- c. To purchase, lease or otherwise acquire equipment and facilities appropriate for carrying on the purposes above described and to charge fees or dues for or in connection with membership in the corporation and to collect and receive monies for the payment and discharge of costs, expenses and obligations

Assoc. ...
to ...
Yes

expenses and obligations incurred by this corporation in carrying out any and all of the purposes for which it is formed.

d. To have and exercise all rights and powers from time to time granted to a corporation by law.

e. Notwithstanding any of the above statements of purposes and powers, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the primary purposes of this corporation.

THIRD: This corporation is organized pursuant to the General Non-Profit Corporation Law of the State of California; this corporation does not contemplate the distribution of gains, profits or dividends to the members thereof.

FOURTH: The county in this state where the principal office for the transaction of business of the corporation is located is Orange County.

FIFTH: a. The number of directors of the corporation shall be eleven (11) which number shall constitute the authorized number of directors until changed by amendment of these Articles or by a by-law adopted by the members, each of them, after the first directors hereinafter named, must be a member of joint member of this corporation.

b. The names and addresses of the persons who are to act as first directors of this corporation are as follows:

CARLO TUSTI

2801 Cassia Street
Newport Beach, California

ROBERT ALDRIDGE

225 Amberst Road
Costa Mesa, California

D. J. HARNBY

2378 Fuchsia Drive
Costa Mesa, California

AUDREY MULLIGAN

5516 River Street
Newport Beach, California

CARE H. AMENIA

2734 DeSoto Street
Costa Mesa, California

GARRETT BUSCHROFF

3140 Bermuda Drive
Costa Mesa, California

ALLEN W. DEES

2701 Nassau Road
Costa Mesa, California

R. J. CHELSEA

282 23rd Street
Costa Mesa, California

G. L. TRIPP

388 Magnolia Street
Costa Mesa, California

W. WALLER

1121 Salvador Street
Costa Mesa, California

R. WHITFORD

1431 West Coast Highway
Newport Beach, California

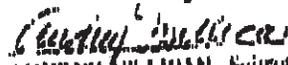
SIXTH: There shall be no capital stock of the corporation and the by-laws of this corporation shall specify the different classes of membership, the voting and other rights and privileges of the members, their liability for dues or assessments and the method of collection thereof; but in no event shall said by-laws provide for the issuance of more than one membership to any individual member.

SEVENTH: This corporation is not organized, nor shall it be operated, for pecuniary gain or profit, and it does not contemplate the distribution of gains, profits or dividends to the members thereof and is organized solely for nonprofit purposes. The property, assets, profits and net income of this corporation are irrevocably dedicated to charitable, educational and humanitarian purposes and no part of the profits or net income of this corporation shall ever inure to the benefit of any director, officer, or member thereof or to the benefit of any private shareholder or individual. Upon the dissolution or winding up of this corporation, its assets remaining after payment of, or provision for payment of, all debts and liabilities of this corporation, shall be distributed to a nonprofit fund, foundation or corporation, which be organized and operated exclusively for charitable, educational and

humanitarian purposes and to be governed by the tax exempt status under Section 501 (c)(4) of the Internal Revenue Code and Section 2370(d) of the Revenue and Taxation Code. If this corporation holds an asset in trust, such assets shall be disposed of in such a manner as may be directed by decree of the Superior Court of the County in which this corporation's principal office is located, upon petition therefor by the Attorney General or by any person concerned in the liquidation.

IN WITNESS WHEREOF, we the duly authorized president and secretary respectively of Newport-Mesa Pop Warner Football Association, an unincorporated association, have executed these Articles of Incorporation this 31st day of July, 1967.

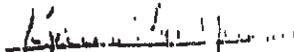

CARLO TESTI, President

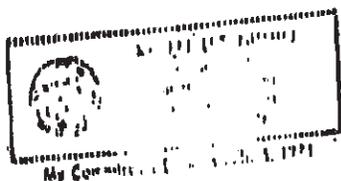

AUDREY MILLIGAN, Secretary

STATE OF CALIFORNIA }
COUNTY OF ORANGE } ss.

On this 31st day of July, 1967, before me, a Notary Public for the State of California with principal office in Orange County, personally appeared CARLO TESTI, and AUDREY MILLIGAN known to me to be the persons whose names are subscribed in the within Articles of Incorporation and acknowledged to me that they executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal on the day and year first above written.


Notary Public



AFIDAVIT

STATE OF CALIFORNIA)
COUNTY OF ORANGE)

AUDREY MILLICAN and CARLO TOSTI being first duly sworn
each for himself, deposes and says:

that CARLO TOSTI is the president and that AUDREY
MILLICAN is the secretary of NEWPORT-MESA PEW WARNER
FOOTBALL ASSOCIATION, the unincorporated association has duly
authorized its incorporation and has authorized the undersigned as
said officers, to execute the Articles of Incorporation.

Carlo Tosti
CARLO TOSTI

Audrey Millican
AUDREY MILLICAN

Subscribed and sworn to before me this 21 day of July, 1967.
(Notarial Seal)



James H. ...
Notary Public, State of
California, Principal office
in Orange County.

Document No: Newport Beach Boys' Softball Association

532522

178364

CERTIFICATE OF AMENDMENT
OF
ARTICLES OF INCORPORATION AND BY-LAWS

FILED
in the office of the Secretary of State
of the State of California
JUL 30 1958
FRANK H. JORDAN, Secretary of State
By *[Signature]*
Deputy

CARLO TOUPE and JENNIFER WAINOFF certify:

1. That we are the President and Secretary, respectively,
of NEWPORT-BEACH BOYS' SOFTBALL ASSOCIATION, a California corpora-
tion.

2. That at a meeting of the Board of Directors of said
corporation, duly held at the Newport Beach Chamber of Commerce,
Newport Beach, California, on ¹⁶ July 1958, the following resolutions
were adopted:

"RESOLVED: That Article FIRST of the Articles of
Incorporation of this corporation be amended to read as
follows:

"The name of this corporation is NEWPORT-BEACH BOYS
SOFTBALL ASSOCIATION."

"RESOLVED: That ARTICLE I, SECTION 8D of the By-Laws
of this corporation be amended to read as follows:

"Voting members shall consist of members of the
Board of Directors and all head coaches within the Association.
Also, voting rights will be accorded those assistant coaches,
other team officials, parents of participating players and
contributors of funds to the Association who apply in writing
for native membership on a yearly basis. The membership year
for this purpose will span the period 1 September to 31 August."

3. That the members have adopted said amendments by the
written consent of two-thirds of a quorum of the members of the corpora-
tion. That the wording of the amended articles as set forth in the
written consent furnished by each of said members furnishing their con-
sent, in the same as that set forth in the directors' resolution in
paragraph 2 above.

4. That the number of members who submitted their written
consent favoring the adoption of said resolutions is 10, and that the
number of members constituting a quorum is 17.

[Signature]
CARLO TOUPE, President

25

Each of the undersigned declares under penalty of perjury
that the matters set forth in the foregoing certificate are true and
correct. Executed at NEWPORT BEACH, California, on
16 July 1968.

Carli Post
CARLI POST, President

Jeanette Mandel
JEANETTE MANDEL, Secretary

INCORPORATED IN CALIFORNIA COSTA MESA JR. ALL-AMERICAN FOOTBALL ASSOCIATION, INC.

532522

1143428

FILED
In the office of the Secretary of State
of the State of California

APR 26 1974

James L. Brown
James L. Brown, Secretary of State
Deputy

CERTIFICATE OF AMENDMENT
OF
ARTICLES OF INCORPORATION

HOWARD MITCHELL and JOYCE NICHOLS certify:

1. That they are the president and the secretary, respectively, of NEWPORT-MESA BOYS FOOTBALL ASSOCIATION, a California corporation.

2. That at a meeting of the board of directors of said corporation, July held at Costa Mesa, California, on February 13, 1974, the following resolution was adopted:

"RESOLVED: That Article FIRST of the Articles of Incorporation of this corporation be amended to read as follows:
'The name of this corporation is COSTA MESA JR. ALL-AMERICAN FOOTBALL ASSOCIATION, INC.'"

3. That the members have adopted said amendment by resolution at a meeting held at Costa Mesa, California, on February 13, 1974. That the wording of the amended article, as set forth in the members' resolution, is the same as that set forth in the members' resolution in Paragraph 2 above.

4. That the number of members who voted affirmatively for the adoption of said resolution is 25, and that the number of members constituting a quorum is 13.

Howard Mitchell
HOWARD MITCHELL
President

Joyce Nichols
JOYCE NICHOLS
Secretary

2

Each of the undersigned declares under penalty of perjury
that the matters set forth in the foregoing certificate are true
and correct. Executed at San Mateo, California, on
April 17, 1974.

Howard Mitchell
HOWARD MITCHELL
President

Joyce Nichols
JOYCE NICHOLS
Secretary

A424989



State
of
California

OFFICE OF THE SECRETARY OF STATE

CORPORATION DIVISION

I, *MARCH FONG EU*, Secretary of State of the State of California, hereby certify:

That the annexed transcript has been compared with the corporate record on file in this office, of which it purports to be a copy, and that same is full, true and correct.

IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this

NOV 12 1992



March Fong Eu

Secretary of State

POP WARNER FOOTBALL, INC.
COSTA MESA

A424989



ENDORSED
FILED

In the office of the Secretary of State
of the State of California

NOV - 4 1992

CERTIFICATE OF AMENDMENT
OF
ARTICLES OF INCORPORATION

Edgar C. Baume and Christine Klaus certify that: **MARCH FONG EU, Secretary of State**

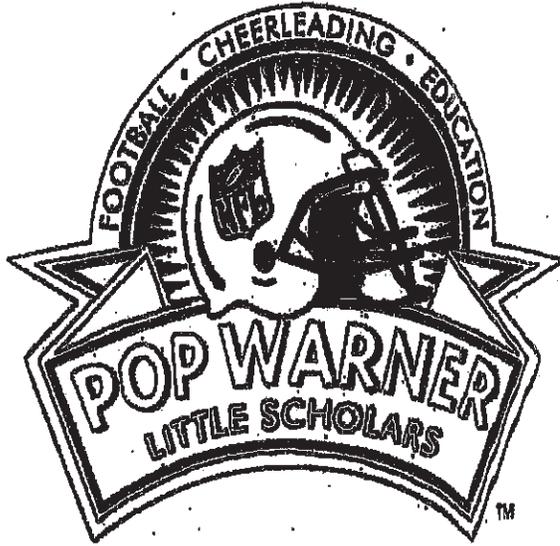
1. They are the president and secretary, respectively, of COSTA MESA JR. ALL-AMERICAN FOOTBALL ASSOCIATION, INC., a California Corporation.
2. Article First of the articles of incorporation of this corporation is amended to read as follows:
"The name of this Corporation is 'COSTA MESA POP WARNER FOOTBALL, INC. '"
3. The foregoing amendment of articles of incorporation has been duly approved by the board of directors.
4. The foregoing amendment of articles of incorporation has been duly approved by required vote of members.

We further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of our own knowledge.

DATE: October 21, 1992


Edgar C. Baume, President


Christine Klaus, Secretary



COSTA MESA POP WARNER FOOTBALL, INC.

BY-LAWS

Amended November 2004

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COSTA MESA POP WARNER FOOTBALL, INC.

BY-LAWS

ARTICLE I

NAME

The name of this Association shall be **COSTA MESA POP WARNER FOOTBALL, INC.**, a non-profit organization, incorporated in the State of California (hereinafter, the "Association").

ARTICLE II

OBJECTIVE

This Association is organized to develop and operate a football program in affiliation with Pop Warner Little Scholars, Inc., in conformity with and pursuant to the principles, rules and regulations enunciated by said Pop Warner Little Scholars, Inc. This Association is organized pursuant to the General Non-Profit Corporation Laws of the State of California and does not contemplate the distribution of gains, profits or dividends to members thereof.

In conjunction with such purposes, the objective of the Association, through a medium of a supervised, competitive football program, is to seek to implant in the youth of the community the deals of good sportsmanship, honesty, loyalty, courage, scholarship and reverence, so that they may be finer, stronger and happier youth who will grow to be good, healthy adults.

The purpose is to build character, inspire the ideals of good citizenship, bring our youth together through a common interest in fair play and fellowship, to insure safety and sanity, and to provide intelligent supervision, to put the welfare of the youth first and foremost and to keep the program free of adult ambition for personal glory.

ARTICLE III

AFFILIATION

This Association shall be affiliated with Pop Warner Little Scholars, Inc. through the Orange Empire Conference, and shall be governed by and comply with the principles, rules and regulations enunciated and decreed by Pop Warner Little Scholars, Inc. and the Orange Empire Conference.

ARTICLE IV

AREA OF OPERATION

The principle operation of this Association shall be in and about the City of Costa Mesa, County of Orange, State of California, and shall include the attendance boundaries of the Newport-Mesa Unified School District, but may extend into such other areas as are permitted by the Pop Warner rules and regulations.

ARTICLE V

POWERS OF ASSOCIATION

This Association shall have the following powers in addition to the powers expressly or implicitly conferred on it by law:

1. To make and enforce rules and regulations to govern itself on a local basis, which are consistent with and not contrary to any rules and regulations promulgated by Pop Warner Little Scholars, Inc. to which this Association is subject.
2. To engage generally in any business related to those purposes described in Article II which from time to time are authorized or approved by the Board of Directors of this Association and are authorized by the general non-profit corporation law of the State of California.
3. To purchase, lease or otherwise acquire equipment and facilities appropriate for carrying on the purposes above described and to share fees or dues for or in connection with membership in the Association and to collect and receive monies for the payment and discharge of costs, expenses and obligations incurred by this Association in carrying out any and all purposes for which it is formed.
4. To suspend or dismiss any member of Costa Mesa Pop Warner Football upon displaying conduct or failing to comply with the By Laws or Rules of Costa Mesa Pop Warner Football, which in the opinion of the Board of Directors is detrimental to the organization. Suspension of non-Board members may occur at the direction of the President, or upon a majority vote of the Board of Directors, a quorum being present. Any Executive Board member may summarily suspend any non-Board member for cause.
5. Costa Mesa Pop Warner Football may refuse membership of players, cheerleaders or parents (legal guardians) thereof for cause.

ARTICLE VI

MEMBERSHIP

Membership in Costa Mesa Pop Warner Football, Inc. shall consist of:

1. Board of Directors (as defined in Article VIII).
2. General Membership. General membership is defined as any parent and/or guardian of youth participating in the program, and/or other persons participating on a scheduled volunteer basis in the program, and/or other persons participating on a scheduled volunteer basis in the program, who subscribe to the objective and purposes in the Articles as outlined in the By-Laws. The natural term of membership for players and cheerleaders shall be from the time a valid membership registration form has been submitted (including any required dues, assessments, or fees and any required accompanying forms) (and said registration is accepted by the Association) until their team has completed all games or until midnight of December 10th of the calendar year in which the application was submitted. A player or cheerleader may voluntarily resign at any time.

ARTICLE VII

TERMINATION OF MEMBERSHIP

Any member of the Board of Directors may terminate his membership at any time upon delivery to the Secretary of the Association a written resignation, signed by the resigning member, stating the effective date of such resignation.

Any member of the Board of Directors is subject to immediate suspension or termination from any position held in the Association when deemed necessary by the Board of Directors, upon displaying conduct which in the opinion of the Board of Directors is detrimental to the organization, or for failing to comply with the By-Laws of the Association. Said Board member will not be eligible to hold or retain an office until such time as disciplinary action has been terminated.

The Association, at its option, may terminate any membership of whatever class, for any infraction of the By-Laws, rules and/or regulations of the Association, or for other good and valid reasons as the Board of Directors shall determine. Board members who fail to dispatch (such as, but not limited to: not meeting deadlines set by the President; failing to adhere to these By-Laws, the Association's Policies and Procedures, or other applicable rules; falling or refusing to perform the duties of their office) or incompetently dispatch the duties of their office as described herein shall be subject to dismissal or suspension by the President, or by a two-thirds (2/3) vote of the entire Board of Directors. After such dismissal, said Board position shall be declared vacant. Neither the President nor the Vice President may be dismissed or suspended in this manner.

ARTICLE VIII

BOARD POSITIONS

The Board of Directors shall consist of:

1. President
2. Vice President—Administration
3. Vice President—Operations
4. Treasurer
5. Athletic Director
6. Equipment Manager
7. Cheer Coordinator
8. Secretary
9. Little Scholars Coordinator
10. Member-at-Large

Term of office shall be from December 1st following their election until December 15th of the following year, except on resignation or removal. If a vacancy occurs in any of the Board positions except President, a special election may be held at the first general meeting following the vacancy or the Board of Directors may elect to not fill the vacancy until the next regular election. If a vacancy occurs in the position of President, the Vice President—Administration shall temporarily assume the responsibilities of President until such time as a new President is elected. Only a person who has held an Executive Board position for the current calendar year may be elected as President. If none of the current Executive Board members run for President, the current President may appoint a general member to serve as President.

The Board of Directors may elect and act through such Standing Committees as deemed necessary from time to time.

Board members shall not receive any monetary compensation for their services, but may be reimbursed for authorized expenditure of legitimate expenses through the customary approval process.

ARTICLE IX

DUTIES & RESPONSIBILITIES OF BOARD

1. **President** – It shall be the duty of the President to preside at all meetings of this Association and perform all duties usually pertaining to his office. The President at any time in case of emergency may appoint any member of the Board to any position. The President shall be the Association's representative to the Orange Empire Conference Board of Presidents.
2. **Vice President-Administration** – In the absence of the President, the Vice President-Administration shall perform all the duties of the President. The Vice President-Administration's usual duties will include the supervision of the "administrative phase" of the Association's programs. This will include, but not be limited to, public relations, registration and recruitment, fundraising, etc.
3. **Vice President-Operations** – In the absence of the President and the Vice President-Administration, the Vice President-Operations shall perform the duties of the President. The usual duties of the Vice President-Operations will include, but not be limited to, the supervision of the "operational phase" of the Association's programs. This also includes field set-up and clean-up, weigh-ins, parking, restrooms, etc.
4. **Treasurer** – The Treasurer shall receive and deposit all funds of the Association and pay out the same only on the order of the President. He/she shall prepare a monthly report of the receipts and disbursements and make it available for review by the Executive Board. The Treasurer shall also prepare an annual report which shall be turned over with the Association's financial records for the annual audit.
5. **Athletic Director** – The Athletic Director shall be responsible for procuring and maintaining all athletic equipment for the Association and shall see that all coaches are issued and return all equipment for their team. He shall see to the maintenance of all equipment at the end of the season, and shall be responsible for the storing of all equipment. He shall chair the Coaches' Selection Committee and have the authority to discipline or remove any coach for (1) violation of the official rules of Pop Warner Football or the Orange Empire Conference, or (2) if, in his opinion, any coach is using unsafe coaching drills, techniques, or instruction.
6. **Equipment Manager** – The Equipment Manager shall be responsible for procuring and maintaining all athletic equipment and shall see that all coaches are issued and return all equipment for their team. He shall see to the maintenance of all equipment at the end of the season and shall be responsible for the storing of all equipment. The Equipment Manager reports directly to the Athletic Director.
7. **Cheer Coordinator** – The Cheer Coordinator shall be responsible for the recruitment and supervision of the Cheer Moms for each Cheer Squad. The Cheer Coordinator shall be the liaison between the Orange Empire Conference and Costa Mesa Pop Warner and shall attend such meetings as are required.

8. **Secretary** - The Secretary shall keep the minutes of all proceedings and record the same, keep all Association records and important documents, handle any correspondence, and perform such other duties as the office requires.

9. **Little Scholars Coordinator** - The Little Scholars Coordinator shall be responsible for informing the Association, Board of Directors, General Membership, football teams, cheer squads and parents of the Pop. Warner Little Scholars programs and requirements. The Little Scholars Coordinator shall insure that at least one scholar athlete application is submitted from each team and squad, shall be the liaison between the Orange Empire Conference and Costa Mesa Pop Warner and shall attend such meetings as are required.

10. **Member at Large** - The Member at Large represents parents at Board of Directors meetings (i.e., is a parent liaison).

ARTICLE X

POWERS OF BOARD OF DIRECTORS

It is hereby expressly declared that certain powers shall be granted to the Board of Directors, including but not limited to:

1. To make and change regulations consistent with these By-Laws for the management of the Association's activities and affairs.
2. To appoint and remove, with cause, agents, officers and employees of the Association and prescribe their duties.
3. To pay for property purchased by the Association, either wholly or partly in money.
4. To select and designate such bank or trust company as they deem advisable as the official depository of the funds of the Association and to prescribe and order the manner in which such deposits shall be made and/or withdrawn. It shall be noted that all funds deposited into such bank or trust company shall be the property of the Association.
5. To establish an appropriate method of evaluating coaches.

ARTICLE XI

STANDING COMMITTEES

Standing committees, with general duties and number of members as deemed necessary by the Board of Directors, may be appointed to serve at the pleasure of the Board of Directors. These committees may include, but not be limited to:

1. Director of Field Operations
2. Financial Secretary
3. Picture Day Coordinator
4. Publicity Director
5. Registration Director
6. Snack Bar Coordinator
7. Team Mom Representative

8. Uniforms Director

Any additional or special committees may be formed if the need should arise

ARTICLE XII

DUTIES & RESPONSIBILITIES OF STANDING COMMITTEES

1. **Director of Field Operations** – The Director of Field Operations pulls permits as needed, collects information regarding fields and availability and communicates field closures to the President and all coaches. He may request teams to move practice locations or change practice day due to weather conditions. He may also be required to attend City meetings relating to the use of our practice and game fields. The Director of Field Operations works with the President and Vice President-Administration and reports directly to the Athletic Director.
2. **Financial Secretary** – The Financial Secretary shall be responsible for counting money, reporting receipts to the Treasurer, collecting registration payments, and maintaining receipt of registration. The Financial Secretary reports directly to the Vice President of Administration.
3. **Picture Day Coordinator** – The Picture Day Coordinator deals directly with the photography company in scheduling picture day, supplies each team and cheer squad with information about picture day, schedules volunteers, ensures payment is made to the photography company, follows-up with the company regarding delivery time; distributes photo packages to teams, reports any incomplete orders, and schedules necessary make-up days. The Picture Day Coordinator reports directly to Vice President-Operations.
4. **Publicity Director** – The Publicity Director updates the press with game schedules, ensures every team has a "star reporter" and information gets to the newspaper. He/she also reports any additional activities to be published (i.e., opening day festivities, fundraising, etc.) The Publicity Director works with the Correspondence Secretary and reports directly to the Vice President-Operations.
5. **Registration Director** – The Registration Director's responsibilities include management of the Association's database, maintaining the individual player portfolios and individual team "field" books. The Registration Director works with the Financial Secretary in collecting registration and outstanding dues and reports directly to the President and Cheer Coordinator.
6. **Snack Bar Coordinator** – The Snack Bar Coordinator purchases and prepares all food and sets up and runs the snack bar at all games and practices. The Snack Bar Coordinator works with the Financial Secretary and reports directly to the Vice President-Administration.
7. **Team Mom Representative** – The Team Mom Representative attends all general board meetings as a liaison to all team moms. He/she communicates to team moms the Board guidelines to be followed. He/she also communicates to the Board any grievances, issues and/or concerns the team moms may have expressed. The Team Mom Representative reports directly to the President.
8. **Uniforms Director** – The Uniforms Director shall order from the supplier all game jerseys, pants and other uniform items (as per the Board's instructions), ensures payment is made to the supplier, tracks the orders, follows up re missing items and prepares a closing

statement for the Board's review. The Uniforms Director reports directly to the Vice President-Administration.

ARTICLE XIII

COACHES SELECTION

1. **Head Coach** – Head Coach applications may be submitted prior to the end of the current season of participation (estimated to be November 27th) and no later than January 30th of the following year, unless extended by the Board of Directors of Costa Mesa Pop Warner. The current season's Head Coaches will have priority status for the following season based on (1) the results of the parent Coach Review forms (*highest possible score 100, lowest possible score 11*) and (2) any disciplinary action, suspensions and/or misconduct reports. Returning Head Coaches can be voted in and/or approved by the Executive Board prior to the end of the current season of participation.

The Coaches Selection Committee may be chaired by the Athletic Director, who shall appoint 2-3 members of the Board of Directors to serve on the Committee. The Coaches Selection Committee shall consider applications for all positions of Head Coach for each Association team and present its recommendations to the Board of Directors at the April meeting. The Executive Board may accept or reject the Coaches Selection Committee's recommendations.

Executive Board members cannot apply to Head Coach status. In the event of an "open team" (defined as any rostered football or cheerleading group that does not have an application pending for Head Coach status), the Board of Directors may appoint a Board Member as a temporary or permanent Head Coach to any specific team that does not have a Head Coach assigned to that team.

2. **Assistant Coaches** – The Head Coach of each team shall submit the names of the Assistant Coaches to the Coaches Selection Committee; however, the Executive Board reserves the right of disapproval. Returning Assistant Coaches must have their Coach Review forms considered by the Board of Directors and any disciplinary action, suspensions and/or misconduct reports submitted by the Head Coach and/or "League Official" (defined as a Board Member, Head Coach and/or OEC Commissioner). The same consideration for Assistant Coaches requesting Head Coach status applies.

All coaches shall abide by the Coaches Code of Conduct for all Pop Warner programs and by the coaches requirements as outlined in the current Pop Warner Football and Cheerleader rules.

ARTICLE XIV

ELECTION OF BOARD

Election of the Board of Directors shall occur each year as follows:

1. The President may appoint a Nominating Committee of not less than three (3) voting members at the general meeting in October. The Nominating Committee will report their recommendations at the November meeting.
2. Election of the Board of Directors shall be held on or before December 15th.

3. Any candidate receiving a majority of votes cast would be declared to have been elected. In the event of a tie, the candidates will resort to Rock, Paper, Scissors.

4. Any candidate for President must have served at least one (1) year on the current Executive Board prior to serving as President. All candidates, regardless of position, must meet the following requirements:

- a. Any person who has had disciplinary action taken against them by the Board during the current year shall be deemed an ineligible candidate. This shall include, but not be limited to, suspension, ejection from a game or practice, or notification of improper conduct by the Board.
- b. Only applicants in good financial standing with the Association will be considered eligible candidates.
- c. The Board and/or Nomination Committee reserves the right to note any other reasonable cause for identifying a candidate as ineligible.
- d. The Board and/or Nomination Committee shall have the right to review the eligibility, as described herein, of successful "write in" candidates, and if necessary nullify ballots for the "write in" candidates determined ineligible (nullification of said ballots shall only be for the affected position(s)).

Voting privilege will be extended to General Members (as defined in Article VI) who have attended at least two (2) of the previous four (4) meetings. The attendance records, maintained by the Secretary, shall be used to determine voting privileges. All voting members must be at least 18 years of age.

ARTICLE XV

MEETINGS

1. A regular meeting of the Board of Directors will be held once a month. The Secretary will notify each Board member of all meetings.

2. The Board of Directors may waive meetings if deemed advisable.

3. Special meetings may be called by the President or at the request of any Board member at which meeting any action may be taken as the Board may determine necessary, advisable, or useful.

4. Any Board member absent for three (3) consecutive monthly meetings (except for those excused by the President) shall be deemed to have submitted their resignation.

5. Quorum: A quorum will consist of one more than one-half of the membership of the Board of Directors, as described in Article VII, Board Positions.

6. Robert's Rules of Order shall be parliamentary authority on all matters not covered by the By-Laws of this Association.

ARTICLE XVI

FEES

Dues, fees and assessments may be set by the Board of Directors as the need arises.

ARTICLE XVII

REFUND POLICY

1. If a participant withdraws from the league prior to the first day of practice, the entire registration fee is refunded, less a \$35 administrative fee.
2. If a participant withdraws from the league after the first day of practice and up until the last day of the second week of practice, 50% of the registration fee may be refunded.
3. If a participant withdraws after the second week of practice, no refund will be given.

ARTICLE XVIII

ANNUAL AUDIT

It shall be the responsibility of the President, Vice President of Administration and Treasurer to ensure that a mandatory audit of the Association's financial records is performed at the end of the season by a CPA or certified auditing firm. The auditor's report shall be finalized and made available for the Board's review at the first meeting in March. Any failure to have the annual audit prepared may result in the termination of the President and/or Vice President of Administration, and/or Treasurer as determined by the Board.

ARTICLE XIX

ASSOCIATION AWARDS BANQUETS

An awards presentation will be held at the end of the season's league play. The format, time, and place of the awards presentation will be determined by the Board of Directors. The purpose is to ensure that the players and cheerleaders are appropriately recognized for their achievements in accordance with National Pop Warner policy.

A team may elect to have a banquet. Each team shall fund their respective banquet, although players and cheerleaders may be paid for by the Association at the determination of the Board. All other attendees (family members, coaches and staff) shall be obligated to pay their own expenses. These banquets will not be used as an Association fundraiser.

ARTICLE XX

RULES AND REGULATIONS

Pop Warner Football Rules and Regulations, Orange Empire Conference Rules and Regulations, and those additional rules and regulations approved by Costa Mesa Pop Warner Football are to be considered binding on the Association. Any member who violates said rules and regulations or the Costa Mesa Pop Warner By-Laws is subject to expulsion by the majority vote of the Board of Directors.



2016 CMPW BOARD CONTACT LIST

<u>TITLE</u>	<u>NAME</u>	<u>PHONE</u>	<u>EMAIL</u>
President	Yumi Patterson	714-317-8350	ypatterson@estanciacheer.com
Vice President	Cindy Kerkhoff	949-201-9743	cindykerkhoff@yahoo.com
Exec Admin	Oscar Lamarque	626-252-9805	oa.lamarque@yahoo.com
Exec Ops	Jason Sweeney	714-604-9617	coachsweeneycmpw@gmail.com
Secretary	Amy Gomez	949-689-0561	ka53177@aol.com
Treasurer	Sari Malmquist	714-369-4856	annsari@sbcglobal.net
Athletic Director	Kiki Gomez	949-307-6629	coachkiki75@gmail.com
Little Scholars Coordinator	Didi Forbes	657-235-7618	diannaforbes@yahoo.com
Cheer Coordinator	Brianna Brown	949-400-1326	briana.brown.nusn@gmail.com
League Ambassador	Keith Awad	714-343-5745	keithawad@sbcglobal.net
Director of Football	Ed Baume	714-604-7187	EdBaume@aol.com
Director of Com and Publicity	Tuan Do	714-350-5783	tuanmdo@gmail.com
Member at Large	Ryan Hurley	949-254-4565	ryan_hurley@hurley.com
Head Coach Rep	Oscar Lamarque	626-252-9805	oa.lamarque@yahoo.com
Equipment Manager	George Garcia	_____	laksmsisgarcia@yahoo.com
Director of Field Operations	Sean Turner	949-390-4600	sean@turnerandsonscos.com
Director of Concessions	Cindy Kerkhoff	949-201-9743	cindykerkhoff@yahoo.com
Special Events Coordinator	Jon Fouse	949-235-4115	jonfouse@gmail.com
Asst Cheer Coordinator	Alexis Vayssie	949-279-4561	ahawlish@yahoo.com
Team Parent Rep	Amy Gomez	949-689-0561	ka53177@aol.com
Fundraising/Sponsor Coord	Alonzo Lamarque	949-735-4802	alonzo0808@att.net
Asst Exec Admin	Bobby Muir	949-981-0551	bobbymuir@ymail.com
Asst Exec Ops	Todd Farley	949-705-7949	etf@clearpayprocessing.com
Director of Registration	Julie DeLaO	949-478-9351	jules331@gmail.com
Director of Risk Mgmt	Geoffrey Wickett	949-374-7934	geoffreywickett@gmail.com
Asst Treasurer	Kristine Yamakawa	949-702-4191	kyamakawa2000@icloud.com



Pop Warner Little Scholars, Inc.
586 Middletown Blvd. Suite C-100 ▪ Langhorne ▪ PA ▪ 19047
Phone: 215-752-2691 ▪ Fax: 215-752-2879
www.popwarner.com



June 6, 2013

**REFERENCE:
Costa Mesa Pop Warner**

To Whom It May Concern:

This will serve as confirmation that the above captioned organization is a subordinate member in good standing of Pop Warner Little Scholars, Inc.

Since Pop Warner is classified by the Internal Revenue Service as a 501 (c) (3) non-profit organization, our subordinates are considered non-profit, also. Pop Warner Little Scholars, Inc., the parent organization's Federal Tax Identification number is 23-1582287, Federal Group Tax Exemption number is 9183.

If you require any further information, please feel free to contact our headquarters.

Our address is the following:

Pop Warner Little Scholars, Inc.
586 Middletown Boulevard, Suite C-100
Langhorne, PA 19047

Telephone: 215-752-2691
Fax: 215-752-2879

Sincerely,

Jon C. Butler Executive Director



STATE OF CALIFORNIA
FRANCHISE TAX BOARD
PO BOX 942857
SACRAMENTO CA 94257-0540

Entity Status Letter

Date: 5/30/2016

ESL ID: 6320258682

According to our records, the following entity information is true and accurate as of the date of this letter.

Entity ID: 0532522

Entity Name: COSTA MESA POP WARNER FOOTBALL, INC.

- 1. The entity is in good standing with the Franchise Tax Board.
- 2. The entity is **not** in good standing with the Franchise Tax Board.
- 3. The entity is currently exempt from tax under Revenue and Taxation Code (R&TC) Section 23701 d.
- 4. We do not have current information about the entity.

The above information does not necessarily reflect:

- The entity's status with any other agency of the State of California, or other government agency.
- If the entity's powers, rights, and privileges were suspended or forfeited at any time in the past, or the entity did business in California at a time when it was not qualified or not registered to do business in California:
 - The status or voidability of any contracts made in California by the entity at a time when the entity was suspended or forfeited (R&TC Sections 23304.1, 23304.5, 23305a, 23305.1).
 - For entities revived under R&TC Section 23305b, any time limitations on the revivor or limitation of the functions that can be performed by the entity.

Internet and Telephone Assistance

Website: ftb.ca.gov

Telephone: 800.852.5711 from within the United States
916.845.6500 from outside the United States

TTY/TDD: 800.822.6268 for persons with hearing or speech impairments

DISPLAY CONSPICUOUSLY AT PLACE OF BUSINESS FOR WHICH ISSUED

CALIFORNIA STATE BOARD OF EQUALIZATION

TEMPORARY SELLER'S PERMIT

Valid 06/30/2016 through 07/04/2016



ACCOUNT NUMBER

SR EA 102-926861

COSTA MESA POP WARNER
CINDY KERKHOFF
296 E 17TH ST
COSTA MESA, CA 92627-3807

NOTICE TO PERMITTEE:
You are required to obey all Federal and State laws that regulate or control your business. This permit does not allow you to do otherwise.

IS HEREBY AUTHORIZED PURSUANT TO SALES AND USE TAX LAW TO ENGAGE IN THE BUSINESS OF SELLING TANGIBLE PERSONAL PROPERTY AT THE ABOVE LOCATION. THIS PERMIT IS VALID FOR THE PERIODS SHOWN AND IS NOT TRANSFERABLE.

**For general tax questions, please call our Customer Service Center at 1-800-400-7115 (TTY:711).
For information on your rights, contact the Taxpayers' Rights Advocate office at 1-888-324-2798 or 1-916-324-2798.**

BOE-442-ST REV. 5 (11-14)

A MESSAGE TO OUR NEW PERMIT HOLDER

As a seller, you have rights and responsibilities under the Sales and Use Tax Law. In order to assist you in your endeavor and to better understand the law, we offer the following sources of help:

- Visiting our website at www.boe.ca.gov
- Visiting a field office
- Attending a Basic Sales and Use Tax Law class offered at one of our field offices
- Sending your questions in writing to any one of our offices
- Calling our toll-free Customer Service Center at 1-800-400-7115 (TTY:711)

As a seller, you have the right to issue resale certificates for merchandise that you intend to resell. You also have the responsibility of not misusing resale certificates. While the sales tax is imposed upon the retailer,

- You have the right to seek reimbursement of the tax from your customer
- You are responsible for filing and paying your sales and use tax returns timely
- You have the right to be treated in a fair and equitable manner by the employees of the California State Board of Equalization (BOE)
- You are responsible for following the regulations set forth by the BOE

As a seller, you are expected to maintain the normal books and records of a prudent businessperson. You are required to maintain these books and records for no less than four years, and make them available for inspection by a BOE representative when requested. You are also expected to notify us if you are buying, selling, adding a location, or discontinuing your business, adding or dropping a partner, officer, or member, or when you are moving any or all of your business locations. If it becomes necessary to surrender this permit, you should only do so by mailing it to a BOE office, or giving it to a BOE representative.

If you would like to know more about your rights as a taxpayer, or if you are unable to resolve an issue with the BOE, please contact the Taxpayers' Rights Advocate office for help by calling toll-free, 1-888-324-2798 or 1-916-324-2798. Their fax number is 1-916-323-3319.

Please post this permit at the address for which it was issued and at a location visible to your customers.

CALIFORNIA STATE BOARD OF EQUALIZATION
Sales and Use Tax Department



Index 5942
PCA 59420
Source Code 125700-06

**OFFICE OF THE STATE FIRE MARSHAL
RETAIL FIREWORKS LICENSE APPLICATION**
(Print or Type)

Complete and return all copies to the office nearest stand location with the required fee of \$50.00.
APPLICATIONS MUST BE RECEIVED PRIOR TO JUNE 15 OF THE CURRENT YEAR.

1131 S Street
Sacramento, CA 95811
(916) 445-8373

RETAIL FIREWORKS LICENSE

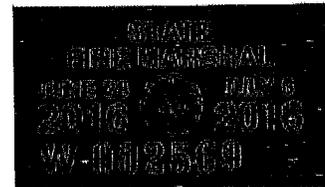
Licensee	COSTA MESA POP WARNER
Stand Location	296 E 17TH STREET
City, State & Zip	COSTA MESA, CA
County	ORANGE
LOCAL CONTACT PERSON	
Name	RICH LEGASPI
Phone	(714)-738-1002

**-Notice-
COPY OF THIS NOTICE MUST BE POSTED AT STAND
WITH A COPY OF THE LOCAL PERMIT**

A validated license has been issued to this organization shown above for the sale of Safe and Sane fireworks at the location indicated. After a permit has been issued by the authority having jurisdiction this license allows the sale of only classified "Safe and Sane" fireworks at the approved location from NOON, JUNE 28 to NOON, JULY 6, of the year indicated. **NOTE:** Retail licensees are required to be at least 21 years of age, employees of fireworks stands must be at least 18 and fireworks may not be sold to anyone under the age of 16.

MAILING ADDRESS OF LICENSEE

Name	TNT FIREWORKS
Address	555 N. GILBERT
City, State & Zip	FULLERTON, CA 92833



Carly Hunter
Signature of Applicant

FIRE AUTHORITY HAVING JURISDICTION

Fire Dept.	COSTA MESA FIRE DEPARTMENT
Address	P.O. BOX 1200
City, State & Zip	COSTA MESA, CA 92628

Signature of Applicant

Date

INSPECTION DATE 6/29

TNT FIREWORKS

SALES ASSOCIATE LEGASPI

CITY COSTA MESA

LOCATION# CSR2527 ORGANIZATION POP WARNER

SIZE 8X24 TYPE NN BACK DOORS 1 A-FRAMES 2

SET- 6/30 after 3pm DOWN DATE 7/5 10 am LIGHTS Mc GILLS

ADDRESS 296 E. 17TH STREET

INTERSECTION NWC 17TH & SANTA ANA

THOMAS GUIDE — COUNTY OC

PAGE 888

GRID A5

SPECIAL INSTRUCTIONS STAND FACE STREET



2016
CITY OF COSTA MESA
Fire Prevention Bureau
Telephone: 714.327.7400

SITING OF FIREWORKS STANDS

PURPOSE

To ensure fireworks stands are located and installed in compliance with codes governing their installation and with the authority of the property owner. Property owners who approve their location and installation must be totally aware of the consequences of fireworks stands could have on vehicle parking. This standard ensures the siting of fireworks stands is in conformance with the Costa Mesa Municipal Code before being set in place and is authorized by the person (s) having control of the property.

REQUIREMENTS

A minimum of 100 feet from any gasoline dispenser or room in which vehicles containing gasoline are repaired; a minimum distance of 35 feet to any structure; a minimum distance of 5 feet to any sidewalk or 10 feet from curbing where no sidewalk exists; no parking within 10 feet of fireworks stand; provide adult night watchperson.

REQUIRED SUBMITTAL

A site map shall be provided to the Fire Prevention Bureau prior to siting fireworks stands in the City of Costa Mesa (deliver with application to the Finance Department). The site plan shall be drawn to scale and show the following at a minimum: all property lines; surrounding streets and sidewalks with distance to stand indicated; all buildings within 100 feet of the stand with distance to buildings and occupancy use of buildings indicated; all parking spaces within 100 feet of stand; location of adult night watchperson; location and type of power source; a written statement of how **NO PARKING** within 10 feet will be enforced.

*Placement, setback requirements and property owners/agents authorization for fireworks stand is as follows:

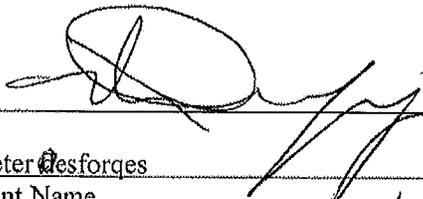
LOCATION

Vacant lots on which stands are erected and maintained shall be free of all weeds and combustible material before the erection of any fireworks stand. It shall be the responsibility of the stand operator to see that this procedure is carried out.

The minimum placement requirements: 1) 100 feet from any gasoline dispenser or storage; 2) 35 feet from any structure; 3) 5 feet from sidewalks or 10 feet from curbing if no sidewalks; 4) location of power source if any (existing source "ES" or generator "G"). *Also note on site plan the location of the adult night watchperson (noted on site plan as "WP").

PROPERTY OWNER/Agent

Authorized by:


_____ Date 5/31/16
Peter Desforques
Print Name

Check the applicable box: Owner Agent

CSA 2527