



July 1, 2014

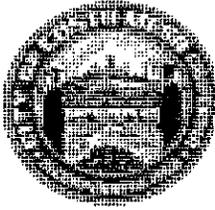
Dear City Council Members,

This letter is an official request by the Matt Leinart Flag Football League to be granted provisional Group 3 status for a period of one year. Our organization has been predominantly Newport Beach residents, and as such our residency rate still falls below city requirements. We are slowly growing our Costa Mesa resident base, but we believe we are still a couple of seasons away from meeting the cities residency policies. I believe this provision has previously been granted to AYSO 97 and to Newport Harbor area baseball. We are a community based organization with great relationships within the city, and have been a long time contributing partner to Costa Mesa Pop Warner, AYSO Region 97 and Costa Mesa City high schools. In addition to our financial contribution we also employ several high school coaches, players and trainers within our organization. Our goal is to be able to give back to the local Costa Mesa High Schools on a yearly basis. Thank you in advance for your consideration.

Sincerely,



Ryan Leinart
Executive Director
Matt Leinart Flag Football



CITY OF COSTA MESA

P. O. BOX 1200 • 77 FAIR DRIVE • CALIFORNIA 92628-1200

PARKS AND COMMUNITY SERVICES DIVISION

July 2, 2015

Mr. Ryan Leinart
Matt Leinart Flag Football Organization
Costa Mesa, CA

Dear Mr. Leinart,

Thank you for taking time out of your schedule to discuss Matt Leinart Flag Football Organization's Group Status and Payment Plan for the field allocations that took place March 2014 - June 2015.

As we discussed, Matt Leinart Flag Football Organization was charged a Non Profit, Non Resident rate of \$35.00 per hour from March 2014 - June 2014. The appropriate rate for your organization at a Private Non-Resident rate is \$135.00 per hour.

Additionally, on July 1, 2014 the Costa Mesa City Council granted Special Group 3 Status to the Matt Leinart Flag Football Organization for a period of one year. The organization was charged a Non Profit, Resident rate of \$25.00 per hour from July 2014 - June 2015. The appropriate rate for your organization at a Private Resident rate is \$77.00 per hour.

To date, the City of Costa Mesa has received a total of \$12,500.00 in permit fees from the Matt Leinart Flag Football Organization. After careful review it was identified that the fees charged to your organization were miscalculated. The revised fees total \$37,362.00; a difference of \$24,862.00. The City is respectfully requesting the full payment of \$24,862.00 which is the balance due for field use from March 2014 - June 2015.

The City has authorized the following payment plan to ensure the back payment of these fees:

- Payment 1: \$4,862.00 Due Date: July 6, 2015
Payment 2: \$5,000.00 Due Date: December 1, 2015
Payment 3: \$5,000.00 Due Date: May 1, 2016
Payment 4: \$5,000.00 Due Date: December 1, 2016
Payment 5: \$5,000.00 Due Date: May 1, 2017

Please make checks payable to the City of Costa Mesa. Payments may be mailed to PO Box 1200, Costa Mesa, CA 92628-1200 or in person, Parks and Community Services, 77 Fair Dr. Costa Mesa, CA. If you have any further questions, please contact me at 714-754-5052.

Sincerely,

[Handwritten signature]

Travis M Karlen
Recreation Manager

Sent: Monday, July 06, 2015 8:00 AM
To: 'Gary Monahan'; CITY COUNCIL
Subject: FW: PRC June 25th meeting and Field Allocation Policy

NB-3 ADDITIONAL DOCUMENTS

Forwarding on behalf of Mr. Harper.

From: Don Harper |
Sent: Friday, July 03, 2015 2:54 PM
To: RODELIUS, SHARON
Cc: KARLEN, TRAVIS; HATCH, THOMAS
Subject: PRC June 25th meeting and Field Allocation Policy

Sharon could you kindly forward this to the City Council prior to their upcoming meeting.

City Council,

Regarding the Parks and Recreation Committee meeting on June 25th I wanted to clarify the following. It was not my intention to grant Matt Leinart Football Group 3 status. I believe the motion I supported "as stated" did NOT grant them Group 3 status; however, the minutes taken did include them in the motion. I am not sure of the intent of the motion but the minutes were taken in error.

Regarding the field allocation policy I made several motions with the following intent and want to share those thoughts with all of you prior to your meeting:

1. The residency participation in each program needs to be published each year on the city website. We need to hold these programs, and the city's administration of them, accountable. I think the best method is to make them public.
2. Residency percentages need to be audited or verified in some manner. They can be statistical audits (5% of all participants) or verified in some other way upon registration. The way the policy reads as "random audits" does provide for any accountability of staff to perform this function.
3. The provision regarding Jack Hammett as written does not address the issue of safety, capacity or parking. Instead the policy imposes a new rule regarding Friday, the location and residency requirements. If we have a safety, capacity and parking issue it needs to be managed or addressed in the policy.

Separate from the policy itself, I have suggested to Travis they investigate automating the registration process and documentation. I have provided him a referral that provides this automation. This would save the city money and allow the data easily tracked and reported.

My last comment is more general in nature. Sports programs in our city that receive field priority should meet certain standards. Those standards should include, but not be limited to, residency, playing time, affordability, and quality coaching/leadership. We should not focus as much on whether it is non-profit or for profit. Possibly a year from now we should revisit this policy again and revise our approach that focusses more on creating the best programs for our children.

I want to recognize that PR did an excellent job of putting this policy together. Good luck to all of you in your upcoming meeting and thank all of you for your time and commitment to our city.

Don Harper
Parks and Recreation Commissioner

ADDITIONAL WARRANT INFO

CC-3 ADDITIONAL DOCUMENTS

| Payment Ref. | Date | Remittance to: | Remittance ID: | Payment Amount | Explanation of payment |
|--------------|---------|--------------------|----------------|----------------|---|
| 0189348 | 6/19/15 | Culver Newlin Inc. | 21554 | \$3,254.58 | <p>What department? Where did this go?</p> <p>Development Services – 3 chairs Fleet Services – 3 chairs City Clerk’s Office – Workrite station: keyboard, mouse, document holder.</p> |
| 0189392 | 6/19/15 | LN Curtis & Sons | 2983 | \$6,907.27 | <p>What department? What were they for? What is RAM FAM?</p> <p>Fire Dept This order was the purchase of a turnout jacket and turnout pant which is the protection used on building fires, vehicle fires and other technical rescues where protection from injury is required. (OSHA)</p> <p>RAM FAM are two 1.5 HP variable speed blowers (fans) with shroud to protect from injury where the fan is rotating were purchased with a mister and placed on the (USAR) Urban Search and Rescue. The fans serve many purposes one for removal of toxic smoke from a building during and after the fire. The mister is an attached which is used during rehab to reduce core temperature of fire personnel after the fire or intense rescue event.</p> |

MEJIA, JESSICA

Subject: FW: Verbiage on Page 8

Importance: High

From: HATCH, THOMAS

Sent: Tuesday, July 07, 2015 11:30 AM

To: CITY COUNCIL; 'Gary Monahan'; SHELTON, KELLY; KARLEN, TRAVIS; GREEN, BRENDA

Subject: FW: Verbiage on Page 8

Importance: High

Mayor and City Council,

As the FUAP is written, Group 1 is the only group that has the priority to request the allocation of fields that they want without limit. For Example, Staff have received a request from AYSO 120 for all 6 fields at Jack Hammett on Friday Nights this fall. If staff follows the proposed FUAP as written, AYSO 120 would be allocated all 6 fields and Flag Football would not happen at Jack Hammett on Friday nights. Although AYSO soccer practices are important, the use of Jack Hammett sports complex for flag football games on Friday nights is a higher priority from staffs point of view.

In the past, staff has negotiated with AYSO 120 to release fields to accommodate other groups at Jack Hammett. We have also done this at other times with other groups at other venues. This is not always an easy task as groups are not always willing to give up fields they have reserved whether they will be used or not. Staff will be recommending in their presentation tonight to add under section VI Field Allocation Process this verbiage:

“In an effort to provide balanced sports opportunities on athletic fields, the Recreation Manager has the authority to limit exclusive use at athletic facilities and to make minor changes to group priorities if deemed necessary.”

This will prevent groups from hoarding fields and monopolizing sports facilities. It will also ensure that we are allocating fields equitably to different sports.

Thanks,

Tom and Travis

CITY OF COSTA MESA

Parks & Community Services Department

MEMORANDUM

TO: Parks and Recreation Commission
FROM: Travis M Karlen, Recreation Manager
DATE: June 25, 2015
SUBJECT: **Friday Night Lights Flag Football- Field Allocations**

Friday Night Lights Flag Football franchises are currently operating in neighboring cities to Costa Mesa. To better understand how the Friday Night Lights organization operates and receives field allocations in other cities, staff has requested field allocation information pertaining to Friday Night Lights. City staff surveyed the following cities: Mission Viejo, Tustin, Huntington Beach, Irvine and Los Alamitos. Each city provided the requested information as well as information on the limitations that were placed on the group.

City of Mission Viejo

Friday Night Lights - South County has open registration for participants from Mission Viejo, Lake Forest, Aliso Viejo, Aliso Niguel, Ladera Ranch, Rancho Santa Margarita and Coto de Caza. The commissioner of the league is Mike Gazsi and the director is Scott Mahaffy.

In the fall of 2014 the program did not have any fields allocated for use. The group did operate without permits. It wasn't until the spring of 2015 that the city of Mission Viejo officially allocated fields to the group.

Friday Night Lights - South County has access to Oso Viejo Park- 1 field. The group uses the field every other Friday for three hours. Since they meet the 51% residency requirement, they are allocated the field at no charge. The field is split one time into two playing fields. An additional field is allocated to the group for only one hour and can only be used for two games. Friday Night Lights pays a fee for the second field due to a higher residency requirement for that field. The fee was not provided.

Cities Irvine and Tustin

Friday Night Lights - Irvine and Tustin has open registration and currently operates at Tustin Sports Park and Crean Lutheran High School. The commissioner of the league is Scott Mahaffy.

The program operates at Crean Lutheran High School in the spring. The fall of 2015 will be the first time in which the City of Tustin allocates fields to Friday Night Lights. They will only be allocated 1 field.

At Tustin Sports Park the group will be allocated based on residency numbers. The City of Tustin will not be charging the group for field usage.

Friday Night Lights is advertising their program for the Great Park in Irvine. Irvine Community Services Staff have communicated with our staff that no fields are allocated to Friday Night Lights.

City of Huntington Beach

Friday Night Lights - Huntington Beach has open registration and currently operates at Huntington Beach High School, Marina High School and Worthy Park. The commissioner of the league are Dave Brodt and Christy Brodt.

The program operates at Huntington Beach High School (school district) and Worthy Park (city) in the spring. In the fall, the group operates at Marina High School.

The City of Huntington Beach does not allocate fields for school district facilities. The city does not request any roster information and the fees assessed to Friday Night Lights are \$25 per hour without lights and \$35 per hour with lights.

The school district in Huntington Beach does not request for a certain percentage of residents for field use. Their fees were not shared.

City of Los Alamitos

Friday Night Lights- Los Alamitos/ Seal Beach has open registration and currently operates at Mcauliffe Middle School. The commissioners of the league are Mark Broersma and Chris Ketcham.

Field permits are handled through the City of Los Alamitos. All interaction, paperwork and permits pertaining to Friday Night Lights are handled by one full time staff. There have been multiple restrictions placed on the program. The City of Los Alamitos requires residency or attendance within the school district. The City of Los Alamitos works with the school district to confirm participant enrollment within their school district.

The fees assessed for the group are portable light fee, field fee, per participant fee, vendor fee (\$100 per food truck), portable restroom (fee), security fee and a cleaning fee.

The City of Los Alamitos has capped the amount of participants playing at one specific time at 1,100 participants. The group can take more registrations but can only play 1,100 kids at one give time.

CITY OF COSTA MESA

Parks & Community Services Department

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Travis Karlen, Recreation Manager

DATE: July 7, 2015

SUBJECT: Supplemental Memorandum Item# NB-3

Staff received and supports two proposed changes to the FUAP. The first change is to apply Friday Night requirements at Jack Hammett to group 3 users, decrease the residency requirement to 95% and to include private schools within the NMUSD boundaries.

If Council supports this change, Group 3 on page 4 of the new document would read:

Group 3

Organizations that must otherwise meet all Group 1 requirements EXCEPT one of the following:

1. They have 50% or greater Costa Mesa residents for priority use of City and NMUSD fields, or
2. They have at least 50% or greater Costa Mesa residents in which tryouts are held in order to place registrants according to their ability on competitive teams (select, travel, etc.); applicants may be turned away; or not every player suited up and not able to play in every game, or
3. They compensate local executive/administrative staff and/or board members for their service to the league shall be classified as "for pay" group status. Organizations that fall under this classification shall be charged field use fees and would receive third priority field allocations.

All select/travel games must have at least one team from the Group 3 organization on the field, or fee assessed for that field will be at the Group 5 rate.

NOTE: Field Allocations at Jack Hammett Sports Complex

Group 3 sports organizations offering programs at Jack Hammett Sports Complex (JHSC) on Friday nights must have **95%** Costa Mesa residents/NMUSD students and/or attend a private school **within NMUSD school district boundaries**. Due to the limited facility and parking capacity at JHSC, the number of participants/spectators may be limited and/or the field request may be reviewed by other City departments for safety and Costa Mesa Municipal Code violations.

The second proposed change pertains to balancing the allocations to multiple sports. As the FUAP is written, Group 1 is the only group that has the priority to request the allocation of fields that they want without limit. For Example, Staff have received a request from AYSO 120 for all 6 fields at Jack Hammett on Friday Nights this fall. If staff follows the proposed FUAP as written, AYSO 120 would be allocated all 6 fields and Flag Football would not happen at Jack Hammett on Friday nights. Although AYSO

soccer practices are important, the use of Jack Hammett sports complex for flag football games on Friday nights is a higher priority from staff's point of view.

In the past, staff has negotiated with AYSO 120 to release fields to accommodate other groups at Jack Hammett. We have also done this at other times with other groups at other venues. This is not always an easy task as groups are not always willing to give up fields they have reserved whether they will be used or not. Staff will be recommending in their presentation tonight to add under section VI Field Allocation Process this verbiage:

“In an effort to provide balanced sports opportunities on athletic fields, the Recreation Manager has the authority to limit exclusive use at athletic facilities and to make minor changes to group priorities if deemed necessary.”

This will prevent groups from hoarding fields and monopolizing sports facilities. It will also ensure that we are allocating fields equitably to different sports.

**City Statement on Flag Football
City of Costa Mesa
June 25, 2015**

On June 25, 2015 the OC Register ran an article questioning the Matt Leinart organizations 501 (c)(3) status. The article raises a fair point about the appropriate fees the City of Costa Mesa has in the past charged the Matt Leinart organization. If they have operated as a for-profit organization, then they should pay the appropriate rate. Last week, City staff held a meeting with representatives from the Matt Leinart organization to review this issue and began the process to determine the appropriate fees and the appropriate next steps which likely will include a re-payment schedule.

Last year, the City had another issue where a competing organization, Friday Night Lights, had inaccurately communicated their compensation status for executives to obtain lower fees and we worked with them to determine the appropriate back fees and allowed for a reasonable re-payment schedule. The City has also worked through other issues with Friday Night Lights including knowingly providing inaccurate residency rosters and problematic operational issues. It is clear that the City has fairly treated Friday Night Lights. It is also clear to the City that while both organizations operate quality programs, there are concerns about the vicious competition that is occurring. The City's position has been to provide both organizations fair support and space to operate but the competition appears too profit-focused and unhealthy. The facilities are owned by the taxpayers and should be used first and foremost as a community facility.

In July of 2014, the City Council granted a one-year temporary Group 3 status to the Matt Leinart organization to allow them to fairly compete based on a written request from the organization. This type of status has been granted to other organizations in the past. It was generally understood by the City Council that the Matt Leinart organization would be operating as a non-profit organization with this temporary status.

The Jack Hammett Sports Complex where both of these organizations operate their programs has become too negatively impacted by the heavy use of the facility on Friday nights. The impact from this heavy use has reached a point to where our public safety departments are concerned about our ability to quickly respond to any potential incidents. Tonight, the Parks and Recreation Commission will consider some recommended policy changes that seek to prioritize use for Costa Mesa residents, students in the Newport-Mesa Unified School District, and youth from other communities that attend private schools in Costa Mesa. City staff feels that this is a reasonable limitation on use to ensure continued safe operation, access and proper maintenance for this important community asset.

The City is committed to supporting youth sports organizations and we appreciate the work they all do to help and provide a positive experience for local youth. In the future, the City staff can and will do even a better job of reviewing the documents that are submitted by all organizations, thoroughly analyzing the accuracy of the information and requiring even more documentation to ensure that appropriate fees are collected.