



AGENDA

IRVINE AQUATICS ADVISORY COMMITTEE REGULAR MEETING

Kim Hoesterey
Irvine Novaquatics*
Chair

Lizzie Howard
Irvine Swim League*
Vice Chair

Irvine Youth Water Polo*
Boardmember

North Irvine Water Polo*
Boardmember

Northwood High School
School Liaison

Irvine High School
School Liaison

* Voting Members

**January 28, 2026
6:00 PM**

**William Woollett Jr. Aquatics Center
4601 Walnut Ave.
Irvine, CA 92604**

**PARTICIPATION VIA ZOOM
MEETING ID: 161 684 1732
PASSCODE: 243650**

**WEBSITE: zoom.us/join
TELEPHONE: 669-254-5252
or 699-216-1590**

To participate virtually, visit zoom.us/join using any web browser, or the Zoom app on smartphones or tablets, and enter the Meeting ID and Passcode noted above. To participate by telephone, dial one of the numbers listed above and enter the same Meeting ID and Passcode. For technical assistance before or during the meeting, call 949-724-6078.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS - NON-AGENDIZED ITEMS

Any member of the public may address the Irvine Aquatics Advisory Committee on items within the Irvine Aquatics Advisory 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, at the discretion of the Chair or by a majority vote of the Committee.

INTRODUCTIONS

ANNOUNCEMENTS/COMMITTEE REPORTS/COMMITTEE UPDATES

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

ADDITIONS AND DELETIONS

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.

COMMITTEE BUSINESS

Public comments on Irvine Aquatics Advisory Committee items will be heard at the time the matters are considered. If 10 or fewer requests to speak are submitted, each speaker shall be limited to three (3) minutes per item. If between 11 and 15 speakers submit requests to speak, each speaker shall be limited to two (2) minutes per item. If 16 or more requests to speak are submitted, each speaker shall be limited to 90 seconds per item. 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, at the discretion of the Chair or by a majority vote of the Irvine Aquatics Advisory Committee.

1. MINUTES

ACTION:

Approve the minutes of the Irvine Aquatics Advisory Committee meeting held July 9, 2025.

2. PROPOSED UPDATES TO THE AQUATICS FEE SCHEDULE

RECOMMENDED ACTION:

- 1) Review and provide feedback to the Community & Library Services Department on the proposed updates to the Aquatics Facilities Reservation Fees Schedule.
- 2) Advise the Community & Library Services Commission to recommend City Council approve the Proposed 2026 Aquatics Reservation Fee Schedule.

3. IRVINE AQUATICS ADVISORY COMMITTEE REVIEW OF AQUATICS CENTERS' SPECIAL EVENTS CALENDAR AND SPRING 2026 POOL ALLOCATIONS CALENDAR

ACTION:

- 1) Review and approve the aquatics centers' Special Events Calendar dated January 28, 2026.

- 2) Review and approve the aquatics centers' Spring 2026 Pool Allocations Calendar.

4. IRVINE AQUATICS ADVISORY BOARD ELECTION OF OFFICERS

RECOMMENDED ACTION:

Elect Irvine Aquatics Advisory Committee Chair and Vice Chair for a one-year term.

ADJOURNMENT

NOTICE TO THE PUBLIC

PARTICIPATION AT IRVINE AQUATICS ADVISORY COMMITTEE MEETINGS

Meetings are held in person at William Woollett Jr. Aquatics Center, 4601 Walnut Ave., Irvine, California. You may submit comments on any agenda item or on any item not on the agenda, in writing via mail to: "Attn: Irvine Aquatics Advisory Committee," 1 Civic Center Plaza, Irvine, CA 92606; by email to csccommittee1@cityofirvine.org; or through e-Comment at cityofirvine.org/aquatics-centers/irvine-aquatics-advisory-board. E-Comments submitted at least two hours prior to the commencement of the meeting will be distributed to the Committee at the meeting. You may also provide live comments via "Zoom." For more information, visit cityofirvine.org/aquatics-centers/irvine-aquatics-advisory-board.

REQUEST TO SPEAK IN PERSON: If you would like to address the Committee on a scheduled agenda item or non-agenda item, please fill out a Request to Speak Form 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 Aquatics Advisory Committee are recognized. It also ensures the accurate identification of meeting participants in the Irvine Aquatics Advisory Committee minutes. Your name will be called at the time public comments are heard by the Irvine Aquatics Advisory 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 and/or the time they are actually heard, considered, and decided may be modified by the Chair or the Irvine Aquatics Advisory Committee during the course of the meeting, so please stay alert.

PLEASE NOTE: The Irvine Aquatics Advisory Committee 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 & Library Services Department at 949-724-6647, or via email at csccommittee1@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.

ADJOURNMENT

At 11 p.m., the Irvine Aquatics Advisory 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 for which additional time is required until a future Irvine Aquatics Advisory 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 Community & Library Services Department and are available for public inspection and copying once the agenda is publicly posted, (at least 7 days prior to a regular Irvine Aquatics Advisory Committee meeting). Staff reports can

also be downloaded from the City's website at cityofirvine.org at least 7 days prior to the scheduled Irvine Aquatics Advisory 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 Community & Library Services Department staff at 949-724-6647.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Irvine Aquatics Advisory Committee meeting regarding any item on this agenda after the posting of the agenda will be available for public review in the Community & Library 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 Community & Library Services Department staff at 949- 724-6647.

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

Media Types and Guidelines

1. **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 Aquatics Advisory Committee meeting. 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 Aquatics Advisory Committee meeting at the time testimony is given.
2. **Large Displays/Maps/Renderings:** Any member of the public who desires to display freestanding large displays or renderings in conjunction with their public testimony is asked to notify the Community & Library Services Department at 949-724-6647 no later than 12 noon on the day prior to the scheduled meeting.
3. **Electronic Documents/Audio-Visuals:** Any member of the public who desires to display information electronically in conjunction with their public testimony is asked to submit the information to the Community & Library Services Department at 949-724-6749 no later than 12 noon on the day prior to the scheduled meeting.

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 Community & Library Services Department staff at 949-724-6647.

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 CFR 35. 102-35. 104 ADA Title II).

MEETING SCHEDULE

Regular meetings of the Irvine Aquatics Advisory Committee are held quarterly on the third Thursday of January, July, July, and October at 6 p.m. Agendas are available at the following locations:

- City Clerk's Office
- Irvine Police Department
- Main Entrance of City Hall
- Lakeview Senior Center, 20 Lake Rd

- Northwood Community Center, 4521 Bryan Ave
- Rancho Senior Center, 3 Ethel Coplen Way
- William Woollett Jr. Aquatics Center, 4601 Walnut Ave
- City's web page at cityofirvine.org

I hereby certify that the agenda for the Irvine Aquatics Advisory Committee meeting was posted in accordance with law at the main entrance of City Hall, 1 Civic Center Plaza, Irvine, California on January 21, 2026, by 6:00 p.m. as well as on the City's webpage.

Signed:

Jennifer Priest

Recording Secretary

COMMITTEE BUSINESS

ITEM 1

MINUTES



MINUTES

IRVINE AQUATICS ADVISORY COMMITTEE REGULAR MEETING

July 9, 2025

William Woollett Jr. Aquatics Center

4601 Walnut Avenue

Irvine, CA 92604

CALL TO ORDER

The regular meeting of the Irvine Aquatics Advisory Committee was called to order at 6:10 p.m. on July 9, 2025, in the Classroom of the William Woollett Jr. Aquatics Center (WWJAC), 4601 Walnut Avenue, Irvine, California: Chair Kim Hoesterey presiding.

ROLL CALL

Present:	Committee Member	Ed Carrera, North Irvine Water Polo*
	Committee Member	Nick Baba, Irvine Youth Water Polo*
	Vice Chair	Lizzie Howard, Irvine Swim League*
	Chair	Kim Hoesterey, Irvine Novaquatics*

Absent:	School Liaison	Ray Wong, Irvine High School
	School Liaison	Alex Nieto, Northwood High School
		* <i>Voting member</i>

PARTICIPATION IN COMMITTEE MEETING

Cory Hilderbrand, Community & Library Services Manager, provided instructions on how to participate in the meeting virtually.

PUBLIC COMMENTS – NON-AGENDIZED ITEMS

There were no public comments.

INTRODUCTIONS

Manager Hilderbrand introduced Councilmember Go.

STAFF ANNOUNCEMENTS

Manager Hilderbrand announced the CIP for the fourth pool was approved at the June 10, 2025, City Council meeting.

COMMITTEE MEMBER ANNOUNCEMENT/REPORTS/UPDATES

There were no committee member announcements, reports, or updates.

ADDITIONS AND DELETIONS

There were no additions or deletions.

BUSINESS ITEMS

1. MINUTES

Moved by Chair Hoesterey seconded by Vice Chair Howard and unanimously carried by those members present, to approve the minutes of a meeting of the Irvine Aquatics Advisory Committee held on April 23, 2025.

2. IRVINE AQUATICS ADVISORY COMMITTEE REVIEW OF AQUATICS CENTERS' SPECIAL EVENTS CALENDAR AND FALL 2025 POOL ALLOCATIONS CALENDAR

ACTION: Chair Hoesterey seconded by Vice Chair Howard and unanimously carried by those members present to:

- 1) Approve the aquatics centers' Special Events Calendar dated July 10, 2025.**
- 2) Approve the aquatics centers' Fall 2025 Pool Allocations Calendar.**

ADJOURNMENT

Moved by Chair Hoesterey, seconded by Committee Member Baba, and unanimously carried by those members present to adjourn the regular committee meeting at 6:32 p.m.

CHAIR

Jennifer Priest
Aquatics Supervisor
Recording Secretary

DATE APPROVED

ITEM 2

PROPOSED UPDATES TO THE AQUATICS FEE SCHEDULE



REQUEST FOR IRVINE AQUATICS ADVISORY COMMITTEE ACTION

MEETING DATE: JANUARY 28, 2026

TITLE: PROPOSED UPDATES TO THE AQUATICS FEE SCHEDULE

Director of Community & Library Services

RECOMMENDED ACTIONS

- 1) Review and provide feedback to the Community & Library Services Department on the proposed updates to the Aquatics Facilities Reservation Fees Schedule.
- 2) Advise the Community & Library Services Commission to recommend City Council approve the Proposed 2026 Aquatics Reservation Fee Schedule.

EXECUTIVE SUMMARY

The Irvine Aquatics Advisory Committee (Committee) serves as an advisory body to the Community & Library Services Commission (Commission) on matters pertaining to Irvine's youth aquatics programs, facilities, and services. The primary objective of the Committee is to ensure equitable allocation of pool space and maximum participation for all of Irvine's youth regardless of choice in program or ability.

Staff regularly review the Aquatics Facility Reservation Policy (Policy), Attachment 1, and the Aquatics Fee Schedule, Attachment 2, to ensure the use of City facilities:

- 1) Aligns with the City's core mission, vision, and values;
- 2) Provides equitable and fair access to all users;
- 3) Remains equitably and fairly priced;
- 4) Operates in a fiscally responsible manner; and
- 5) Supports a healthy, safe, vibrant, and sustainable community.

An evaluation of regional market data reveals Irvine's existing lane and facility rental rates reside below the means for the surrounding area. When compared to other municipalities maintaining Olympic-standard aquatic centers, the current fee structure represents a lower cost-of-service than equivalent regional benchmarks. The Proposed 2026 Aquatics Reservation Fee Schedule, Attachment 3, is being presented for approval to bring the City's aquatics facilities closer to other facilities of the same size and program offerings.

ANALYSIS

Quarterly, the Committee evaluates the fair and equitable pool space and advises the Commission on strategies to ensure fair facility access and increase resident engagement.

The Proposed 2026 Aquatics Fee Schedule represents a Market Analysis and full review of the present Policy and Aquatics Fee Schedule both last updated in May 2019. The present Policy is not being recommended for updates at this time as it still meets the operational requirements of the City, its user groups, and residents. Staff is recommending updates to the present Aquatics Fee Schedule to update user fees accordingly. Structural changes, such as rental categories, residency rates, and deposits will remain unchanged with only hourly rental rates being updated.

Any proposed fee modifications must receive Commission and City Council approval and may necessitate corresponding revisions to the Aquatics Facility Reservation Policy.

Market Analysis and Cost Recovery

An evaluation of regional market data reveals Irvine's existing lane and facility rental rates reside below the means for the surrounding area. When compared to other municipalities maintaining Olympic-standard aquatic centers, the current fee structure represents a lower cost-of-service than equivalent regional benchmarks.

The proposed fee structure is designed to:

- Recover Costs: Offset the increases in chemical costs and utility costs experienced over the last five fiscal years;
- Standardize Rates: Transition all user groups to a consistent hourly per pool lane reservation model;
- Prioritize Residents: Maintain significantly lower rates for Group A (Resident Non-Profit) users; and
- Modernize aquatic fee structures to align with current industry standards and operational costs, addressing the gap since the last update in 2020.

The following table outlines the proposed hourly rental rates for 2026. The structure separates users into three categories: Group A (Resident Non-Profit), Group B (Adult/Private Non-Profit), and Group C (Commercial).

Teaching Comp/Dive Northwood Cost Base	A: Resident			A: Non-Resident	
	Current	Proposed		Current	Proposed
	\$10	\$10		\$40	\$50
	\$12	\$17		\$78	\$85
	\$12	\$18		\$78	\$90
	\$1 per lane			\$1 lane x 5	

Teaching Comp/Dive Northwood Cost Base	B: Resident			B: Non-Resident	
	Current	Proposed		Current	Proposed
	\$50	\$60		\$60	\$70
	\$100	\$102		\$140	\$170
	\$100	\$108		\$140	\$180
	\$1 per lane x 6			\$1 lane x 10	

	C: Resident			C: Non-Resident	
	Current	Proposed		Current	Proposed
	Teaching	\$110		\$140	\$160
	Comp/Dive	\$220		\$250	\$272
	Northwood	\$220		\$250	\$288
Cost Base	\$1 lane x 12			\$1 lane x 16	

Based on the information gathered through the Market Analysis, staff is recommending modest fee increases to assist in increasing operational sustainability.

ALTERNATIVES CONSIDERED

The Committee may suggest changes to the Proposed 2026 Aquatics Fee Schedule. The Committee could also choose not to advise the Commission to recommend City Council approve the Proposed 2026 Aquatics Fee Schedule.

FINANCIAL IMPACT

Approval of the Proposed 2026 Aquatics Fee Schedule will result in additional cost recovery for aquatics operations and Community & Library Services in general.

REPORT PREPARED BY: Ryan King, Program Assistant
Jennifer Priest, Community Services Superintendent

ATTACHMENT:

- 1) Aquatics Facility Reservation Policy
- 2) Aquatics Facilities Reservation Fees 01-01-2020
- 3) Proposed 2026 Aquatics Reservation Fee Schedule



COMMUNITY SERVICES POLICY

Aquatics Facility Reservation Policy

City Council Resolution Number: 19-79

City Council Adopted: 05/22/2018

City Council Amended: 08/13/2019


Director of Community Services

1.0 POLICY STATEMENT

The Community Services Department (Department) is responsible for managing the City's aquatics facilities for the enjoyment of the public. The Aquatics Facilities Reservation Policy (Policy) is established to ensure that the use of City facilities 1) aligns with the City's core mission, vision, and values; 2) provides equitable and fair access to all users; 3) remains equitably and fairly priced; 4) operates in a fiscally responsible manner; and 5) supports a healthy, safe, vibrant, and sustainable community.

2.0 POLICY PURPOSE AND INTENT

The purpose of the Policy is to provide an effective framework for the administration of reservation permits that provide equitable and reasonable access to City aquatics facilities. In accordance with the Irvine Municipal Code (IMC) Sec. 3-4-302, *the appropriate entity shall bear in mind that the public parks are intended for the use and enjoyment of all of the people of the City and uses which will substantially impair the rights of the public in general to use the park in favor of specific individuals or groups should not be permitted.*

The intent of this Policy is to guide access, reservations, and use of the City's aquatics facilities by residents, community organizations, businesses, and nonresident users. City athletic parks and other special use facilities are not governed by this Policy.

3.0 POLICY ESTABLISHMENT AND PERMIT FEES

In accordance with IMC Sec. 3-4-102, the Community Services Department may from time-to-time establish reasonable rules, procedures, policies or regulations governing the use and enjoyment of any park and open space area, building, structure, equipment, apparatus or appliance thereon in order to maximize the use and enjoyment of parks by the public in addition to those contained in this division, and no person shall disobey or violate the same.

The Department shall implement and administer the Policy, as adopted by the City Council. The fees and charges associated with this Policy are reviewed and approved by the City Council.

4.0 **RESERVATION PERMIT CATEGORIES**

Reservation permit categories are established to balance reservation requests and a formal permitting process is administered to ensure equitable access for the following groups: private individuals, nonprofit organizations, government agencies, and commercial entities. Priority is given to City of Irvine programs, services, and events.

The resident and nonresident permit categories below define the assignment of fees and scheduling priority.

Category	Irvine Permits (R)	NonResident Permits (N)
A	<ul style="list-style-type: none">▪ Youth Nonprofit Organizations▪ Schools (K-12)▪ Government	<ul style="list-style-type: none">▪ Youth Nonprofit Organizations▪ Schools (K-12)▪ Government
B	<ul style="list-style-type: none">▪ Adult Nonprofit Organizations▪ Households▪ Universities and Colleges	<ul style="list-style-type: none">▪ Adult Nonprofit Organizations▪ Households▪ Universities and Colleges
C	<ul style="list-style-type: none">▪ Commercial▪ For Profit Entity	<ul style="list-style-type: none">▪ Commercial▪ For Profit Entity

Nonprofit Organization Permits

Nonprofit organization permits are offered for incorporated nonprofit, civic, social, cultural, and religious organizations. To qualify for Category A (R), membership-based organizations shall verify participation equal to, or greater than, 70 percent Irvine residents. Rosters for membership will be reviewed at the time of application. The applicant shall produce rosters and attendance records upon request of the City.

Household Permits

Examples of Household Permits include: private pool parties, and children's birthday parties. Reservations that require attendees to pay an admission fee, and/or pay for goods or services, may be invoiced at Category C reservation rates.

Commercial and Profit-Seeking Permits

Reservation requests for these activities shall be invoiced at Category rates when the activity and use is primarily commercial or profit-seeking in nature, such as charging admission or requiring attendees to pay for goods or services. This does not apply for permits of nonprofit organizations for philanthropic and fundraising purposes, or activities with program fees typical for the nonprofit organization (e.g. fees for youth programs, private lessons for organization's youth participants). A Business License is required for all activities involving fees for goods or services

5.0 **RESERVATION CALENDAR**

Aquatics facilities are scheduled through seasonal allocations to meet community needs for City programs and local youth aquatics organizations. Seasonal allocation schedules are reviewed by the Irvine Aquatics Advisory Board (IAAB) at its regular quarterly meetings.

Application forms shall be submitted a minimum of 30 days prior to IAAB meetings. Requests received with less than 30 days' notice, or events requested to be held on City observed holidays, may be accommodated subject to space availability, staffing, and reservation logistics.

Applications for swim meets, tournaments, special events, clinics, and camps separate from daily practice schedules shall be submitted a minimum of 30 days prior to IAAB meetings. Special event reservations approved by the City and IAAB supersede all scheduled group workouts. Groups displaced by events will be relocated to alternate City aquatics facilities, as space permits.

6.0 PERMIT REQUIREMENTS

As determined by the City, public and private events such as national/international championships, tournaments, meets, or other gatherings with large numbers of attendees that may present public safety and site logistical concerns due to the size and nature of the event, may require any and/or all of the following:

- Special Event Permit from the Public Safety Department
- Additional liability insurance as determined by the City's Risk Manager
- Hold Harmless Agreement and Certificate of Workers Compensation
- Security services
- Fees for additional services (e.g. event staff, custodial, parking management, and portable restrooms)
- Additional event plans (e.g. event, marketing, parking, security, crowd-control, ticketing, waste management/recycling)
- List of vendors with business name, address, and contact information
- Parking of RV's, buses, or oversized vehicles may be restricted
- Installation of temporary structures (e.g. bleachers, stages, fences, tents)
- Additional requirements and City department approvals as identified by the City

Additional Staff

To ensure the safety of all and guests, and to maintain a quality standard of supervision, lifeguard services are required for all water activities at the City's aquatics facilities. Lifeguard services are defined as on-deck supervision of water activities by City lifeguards. Fees for lifeguard services are charged to the organization utilizing the service.

The number of lifeguards required for an activity or event shall be based on the City's Aquatics Supervision Standards and will be determined at the time of application approval. Lifeguard services shall be billed to the applicant in 15-minute increments for each lifeguard on duty for the reservation.

In addition to lifeguard personnel, reservations may require additional program, facility, or maintenance personnel due to the size or nature of the event. This includes staff that are scheduled after regular operating hours for the facility, and staff that are scheduled specifically for the event/reservation. Full costs associated with the assigned staff will be applied.

Tournament, Meet, and Special Event Permits

Swim meets, tournaments, and events drawing tourism to Irvine aquatics centers with out-of-town athletes, teams, officials, spectators, and staff must meet the requirements below to qualify for Category A, B, and C (R) rates.

- a) Organization must contact Destination Irvine to review Irvine hotel accommodations.
- b) Organizations directing teams to lodging and accommodations must direct teams to Irvine accommodations, and provide documentation demonstrating these efforts.
- c) Organizations not meeting these requirements will be invoiced in accordance with Category C (N) reservation rates.
- d) Priority for future events will not be provided to organizations not meeting all of the requirements above.

7.0 FEES, PAYMENTS, DEPOSITS, AND INSURANCE

Fees

Aquatics fees as referenced in this Policy, are listed in the City Council approved fee schedule (Aquatics Facilities Reservation Fees), and commencing in FY 2021-2022 the Community Services Department may implement subsequent reservation fee increases of up to five percent annually (rounded up to the nearest dollar) in accordance with City Council Resolution 19-79.

Payments

Facility reservation fees for Categories A (R) and B (R) organizations must be paid within 30 days of the end of the reservation. Reservation fees for organizations in all other categories must be paid prior to permit issuance, a minimum of 30 days in advance of use. Future reservations may be canceled or denied for organizations with outstanding balances.

Deposits

Facility applicants may be required to pay a deposit at the time of application. Deposits will be refunded following the event assuming all conditions set forth in the permit are fulfilled.

Any expense incurred by the City to repair or replace equipment and/or facilities not returned to their original condition due to the applicant's use will be billed to the applicant.

Insurance

The City may require liability insurance for reservations of City aquatics facilities. Insurance requirements are subject to change without notice. Insurance requirements must be fulfilled prior to approval of the application, and proof of insurance must be provided 30 days or more prior to the reservation/event.

8.0 RESERVATION CANCELLATIONS AND CHANGES

Cancellations

Cancellations and refunds are processed as follows:

Cancellation Date	Fees Refunded	Deposit Refunded
5 days or more	100%	100%
4 days or less	50%	0%
No Show	0%	0%

All cancellations incur a Processing Fee for each occurrence.

Failure of the applicant or authorized event contact person to arrive at a scheduled event, and/or failure to provide a written cancellation notice is considered a No Show. Applicants with three or more No Shows may lose reservation privileges and remaining reservations may be canceled for the calendar year.

Changes

Reservation changes include, but are not limited to: date, time, rooms, pools, hours of reservation, number of teams/attendees, and amenities. One change is permitted at no charge; a Processing Fee may be charged for each subsequent change.

Changes	Processing Fee
31 days or more	One change, no charge; a Processing Fee per change thereafter.
30 days or less	First change, 25 percent of total deposit; a Processing Fee per change thereafter.

On the day of the event, additional fees shall be invoiced to the nearest half hour when any member of applicant's party arrives prior to, or departs after, the approved reservation time. Fees charged shall be 150 percent of the applicable hourly rate. No refunds or credits will be given for early departure from a scheduled reservation.

9.0 RESERVATION HOURS

Regular operating hours for the William Woollett Jr. and Northwood High School Aquatics Centers are as follows:

Year Round	Woollett	Northwood
Monday – Friday	6 a.m. – 9 p.m.	4 p.m. – 9 p.m.
Saturday and Sunday	6 a.m. – 8 p.m.	6 a.m. – 8 p.m.

Reservation requests extending beyond regular hours or on City observed holidays are subject to additional personnel costs above and beyond the reservation fees. (See Section 6.0, Additional Staff.)

10.0 FACILITY AND SITE REQUIREMENTS

Requests shall be submitted on approved City application forms. Applicants must be at least 21 years of age; and when applicable, the applicant must provide evidence they are

authorized to reserve facilities on behalf of an organization. Reservation permits are nontransferable. The applicant, or a designated contact person 21 years of age or older, must be present for the entire activity/event. The City may allow reservation permits to designate a limited number of event contact persons to be present in lieu of the applicant.

Unless stated otherwise, reservation periods are in 15-minute increments. The date and hours for the permit shall include the entire activity/event, including time for set-up before and clean-up after the activity/event.

Applicants are responsible for following all facility rules, regulations, and requirements of the reservation permit. Failure to comply may result in the forfeit of up to 100 percent of deposit and fees. In these instances, the City reserves the right to deny future applications.

The City reserves the right to modify, relocate, or cancel reservations to accommodate unanticipated community needs, maintenance needs, inclement weather, or unforeseen circumstances. As space is available, accommodations will be provided at an alternate aquatics facility. When alternate pool space is not available or is not acceptable to the applicant, an alternate date or refund will be provided.

A reservation may be canceled by the City when an organization is not in compliance with any City policy. A confirmed reservation may be canceled before or during an event due to unsafe conditions, and/or actions of participants. When appropriate, a mutually agreeable alternate date or a prorated refund may be arranged.

Reservations may be canceled due to misrepresentation or falsification of information, and/or failure to comply with City policy and procedural requirements. Such cancellations may be subject to forfeit of all fees and deposits paid.

To ensure public safety, City staff may access all activities/events in order to ensure rules, regulations, and all applicable laws are being followed during the reservation.

All category organizations, including coaches and/or personnel, are responsible for understanding and adhering to the requirements in the Aquatics Group Users Handbook.

Occupancy Levels/Americans with Disabilities Act (ADA) Accommodations

To ensure public safety, it is important to observe the maximum capacity of all facility areas as established by the Orange County Fire Authority. Events exceeding maximum limits are subject to immediate closure. Reasonable accommodations are provided in accordance with ADA.

Smoking

Smoking is prohibited at all City parks, except in designated smoking areas.

Emergency Response

Applicants may be held responsible for all charges related to a police or fire department response associated with the actions and behavior of participants during the reservation.

Inspection and Condition Facilities

Reserved facilities must be left in the same condition as received by the applicant. Any damage or defacement of City facilities, equipment, and/or facility amenities, including

grass/foliage, will be deducted from the reservation deposit and/or billed to the applicant to repair or replace the damage as determined by the City. The City reserves the right to bill the applicant for damages incurred above the deposit amount.

No candles or open flames, tape, nails, staples, etc., are permitted on the walls, ceilings, windows, or furniture of any facility unless approved by the site supervisor at the time of the pre-event site walk-through. Rice, confetti, glitter, or birdseed-throwing is not allowed. The applicant will be held responsible for any damage to the facility.

Reservation Walk-Through

The applicant and/or event contact person must arrange and attend a reservation walk-through meeting at the reserved site at least 14 days prior to the reservation. Caterers and special event coordinators should also attend the reservation walk-through meeting. Failure to complete a site meeting may result in event cancellation and forfeiture of fees and deposits.

Equipment Rental

Additional equipment may be available for rent in conjunction with a reservation. Equipment rentals cannot be guaranteed and shall be arranged directly with staff at the reservation walk-through meeting. Fees and/or deposits are required, and must be paid no later than the day of the event.

Concession Stand Use

Concession stand use must be requested on the reservation application. Warming of prepared food is allowed in the concession stand, but all kitchen supplies must be provided by the applicant. Refrigerator space may be limited due to use by City programs; discuss usage with the on-site meeting contact. Refer to the City Council approved fee schedule for concession stand rates.

Additional Permits and Licenses

Applicants are responsible for obtaining any necessary permits and licenses required by the City or other regulatory agencies including, but not limited to: Special Event Permit, Business License, Alcohol and Beverage Control (ABC) Permit, Orange County Health Department Temporary Food Facility (TFF) Inspection Permit, Orange County Fire Authority Permit, Film Permit, and Vendor Permit.

Loading/Unloading and Deliveries

Motorized vehicles may be permitted on facility grounds for loading and unloading of supplies only, with prior approval of the site supervisor. City staff is not authorized to sign for any deliveries. Deliveries must be made within the reservation time only and the applicant must accept all deliveries.

Mobile Food Trucks

Mobile Food Trucks must be approved during the application process. Vehicle insurance, with specified limits, and food service permits are required as outlined in the terms of the reservation permit.

Advertising

For any event advertised to the public, a copy of the advertisement is required with the following disclaimer printed on the flyer or electronic communication: "*This event is a*

private reservation and is not endorsed or sponsored by the City of Irvine." A copy of the flyer and/or electronic communication must be submitted for approval. Use of the City logo is restricted and requires advance written approval of the City's Public Information Office.

Installation of Temporary Structures, Displays, and Exhibitions

Public facilities are intended for the use and enjoyment of City residents. Installation of temporary structures, displays, and exhibits that may substantially impair the rights of the public to use the facilities in favor of specific individuals or groups will not be permitted.

Temporary structures, displays, or exhibits associated with an approved reservation, must be approved through the special event permitting process.

Vendors

Individuals or businesses displaying or selling items, or providing a service (including mobile food trucks and caterers), must have a reservation permit or be a service-provider for an event/applicant with a reservation permit. Other vendors must submit an application, pay a Vendor Permit Fee, and must have a current City Business License. Contact Regulatory Affairs at 949-724-6310 for information regarding securing a Business License.

The event applicant is responsible for submitting proof of Business License(s) to the site supervisor, or designee, at the reservation walk-through meeting. Due to the nature of the service or items being displayed/sold, proof of liability insurance and an Orange County Health Department TFF inspection permit may be required.

Public Address and Amplified Sound Systems

Use of public address and amplified sound systems may be permitted in designated locations in accordance with the terms of the reservation permit. Requests for public address systems must be approved during the application process (IMC Section 3-4-125).

11.0 COMMERCIAL FILMING AND PHOTOGRAPHY

Commercial filming/photography at a City facility requires a City Film Permit, available through the Irvine Police Department. A detailed description of the activity, type of filming (still or video), and script copy are required. The City may request screen credit be given.

A professional photographer hired by the applicant to shoot a sports event is not required to obtain a Film Permit. The photographer is required to have a current City Business License and provide proof of insurance. If the photographer is making images available for sale, or arranging to make images for sale following the event, the photographer must secure a Vendor Permit from the City. The filming/photography location must be returned to its original condition immediately after the filming. All reasonable safety precautions must be observed.

Cancellation of a filming/photography event may occur at the discretion of the City if the terms of the approved Reservation/Film Permit are violated. Specific regulations, policies, and procedures may vary by facility.

12.0 ALCOHOL

Permits for alcohol associated with reservation of aquatics facilities is limited. When reservation permits are approved for alcohol, applicants must provide the following and pay associated fees:

- Liquor liability insurance
- City of Irvine Alcohol Use Permit
- Licensed bartender or serving attendant, 21 years of age or older, who has completed "Special Event Server Training"
- Security services

Applicants must provide an Alcohol Beverage Control License for events where alcohol is sold, donations are accepted, and/or admission is by fee/donation.

13.0 SECURITY SERVICES

The City may require security guards and/or Irvine Police Department personnel at events held at City facilities. Fees are subject to full cost recovery for City personnel and current City security contract rates. Applicants may contract with an independent security company, subject to the approval of the Irvine Police Department.

14.0 CUSTODIAL SERVICES

Clean-up following a reservation must be accomplished by the end of the approved permit time or additional charges may be assessed. Custodial services (porters) are available and may be required based on the size and nature of event. Custodial services are subject to the current City contract rate. Porters are scheduled for a minimum of four hours.

15.0 ADDITIONAL CITY POLICIES AND AGREEMENTS

This Policy may be subject to other City Council approved policies and agreements that establish separate user reservation relationships and arrangements for specific programs and/or entities.

AQUATICS FACILITIES RESERVATION FEES Effective January 1, 2020									
AREA				HOURLY FEES BY CATEGORY					
				A		B		C	
POOL RESERVATIONS		DEPOSIT		RESIDENT	NONRESIDENT	RESIDENT	NONRESIDENT	RESIDENT	NONRESIDENT
Instructional Pool Fee ¹		\$200		\$10	\$40	\$50	\$60	\$110	\$140
Competition Pool Fee ¹		\$200		\$12	\$78	\$100	\$140	\$220	\$250
ADDITIONAL FEES AND NOTES	FEE	NOTES							
Pool Fees ¹	Varies	For shared pool space, fees will be charged proportionately.							
Events/Tournaments	Varies	Events/Tournaments that do not meet 70 percent Irvine residency of event participants will be charged category non-resident rate.							
Lifeguard Fees	Varies	Lifeguard services are billed separate of pool fees during all reservations. Supervision standards are one lifeguard for the Instructional pool and two lifeguards per Competition pool.							
Classroom	N/A	Classroom space may be utilized by organizations during their rental time pending availability.							
Processing Fee	\$30	Fee is charged for each change involved in an approved reservation (Refer to Section 8.0 in Reservation Policy).							
Concession Stand	\$75 and \$125	An additional fee charged per event. Non-profit and for-profit fees are charged as shown.							
Canopy	\$5	An additional fee charged per event per canopy.							
Vendor Permit	\$50	Fee is charged per event per vendor (Refer to Section 10.0 in Reservation Policy).							
Contract Support	Contract Terms	Reservation support from City contract personnel will be charged at current contract rates. (Examples include: parking management, porters, security.)							
Additional Staff Support	Varies	Additional staff costs required for all reservations are charged to the applicant at full-cost to the City (Refer to Section 6.0 in Reservation Policy).							

A: Resident		A: Non-Resident	
Current	Proposed	Current	Proposed
\$10	\$10	\$40	\$50
\$12	\$17	\$78	\$85
\$12	\$18	\$78	\$90
\$1 per lane		\$1 lane x 5	

B: Resident		B: Non-Resident	
Current	Proposed	Current	Proposed
\$50	\$60	\$60	\$70
\$100	\$102	\$140	\$170
\$100	\$108	\$140	\$180
\$1 lane x 6		\$1 lane x 10	

C: Resident		C: Non-Resident	
Current	Proposed	Current	Proposed
\$110	\$120	\$140	\$160
\$220	\$204	\$250	\$272
\$220	\$216	\$250	\$288
\$1 lane x 12		\$1 lane x 16	

Teaching
Comp/Dive
Northwood
Cost Base

ITEM 3

**IRVINE AQUATICS ADVISORY
COMMITTEE REVIEW OF AQUATICS
CENTERS' SPECIAL EVENTS
CALENDAR AND SPRING 2026 POOL
ALLOCATIONS CALENDAR**



REQUEST FOR IRVINE AQUATICS ADVISORY COMMITTEE ACTION

MEETING DATE: JANUARY 28, 2025

TITLE: IRVINE AQUATICS ADVISORY COMMITTEE REVIEW OF
AQUATICS CENTERS' SPECIAL EVENTS CALENDAR AND
- SPRING 2026 POOL ALLOCATIONS CALENDAR


Interim Deputy Director of Community & Library Services

RECOMMENDED ACTION

- 1) Review and approve the aquatics centers' Special Events Calendar dated January 28, 2026.
- 2) Review and approve the aquatics centers' Spring 2026 Pool Allocations Calendar.

EXECUTIVE SUMMARY

The Irvine Aquatics Advisory Committee (Committee) serves as an advisory body to the Community & Library Services Commission on matters pertaining to Irvine's youth aquatics programs, facilities, and services. The primary objective of the Committee is to ensure equitable allocation of pool space and maximum participation for all of Irvine's youth regardless of choice in program or ability.

Submitted for the Committee's review and approval is the aquatics centers' Special Events Calendar (Attachment 1), and the Spring 2026 Pool Allocations Calendar (Attachment 2), for William Woollett Jr. and Northwood High School Aquatics Centers.

ANALYSIS

In accordance with the Aquatics Joint Use Agreement, use of the William Woollett Jr. and Northwood High School Aquatics Centers is allocated to the City of Irvine (City) and Irvine Unified School District (District). Pool space for community use is allocated in accordance with the City's Public Facilities Reservation and Fee Policy.

The aquatics centers' Special Events Calendar is created to document requests for pool space for special events and/or activities that are outside of an organization's regular quarterly pool space allocation. The Committee reviews the Special Events Calendar quarterly to determine the feasibility of accommodating special requests for additional pool space during future quarters for planning and scheduling purposes. Pool space approved as part of the aquatics centers' Special Events Calendar will be reflected in the respective quarterly Pool Allocations Calendar.

The Spring 2026 Pool Allocations Calendar for February 21, 2026, through June 5, 2026. is prepared in response to City and District requests and community applications submitted through the City's Public Facilities Reservation process. The Committee's review and input to the proposed aquatics centers' Special Events Calendar and the Spring 2026 Pool Allocations Calendar is requested to ensure fair and equitable distribution is provided to all programs regardless of choice or support.

ALTERNATIVES CONSIDERED

The Committee could request modifications to the aquatics centers' Special Events Calendar and/or the Spring 2026 Pool Allocations Calendar.

FINANCIAL IMPACT

There are no new financial impacts to approving the aquatics centers' Special Events Calendar or the Spring 2026 Pool Allocations Calendar.

REPORT PREPARED BY Jennifer Priest, Community Services Superintendent

ATTACHMENTS

1. Special Events Calendar (dated January 28, 2026)
2. Spring 2026 Pool Allocations Calendar

**CITY OF IRVINE: WOOLLETT & NORTHWOOD AQUATIC CENTERS
2025-2026 SPECIAL EVENTS**

1	IUSD 24 Hour Practice	SAT	2/21/2026	Dive	6:00am-8:00am
		SAT	2/21/2026	Dive	12:00pm-2:00pm
		SAT	2/21/2026	Comp	4:00pm-6:00pm
1	NOVA: Intrasquad	SAT	2/21/2026	Comp	6:00am-4:00pm
		SUN	2/22/2026	Comp	6:00am-4:00pm
1	IHS vs Edison Swim Meet	WED	2/25/2026	Comp	2:00pm-6:30pm
1	NHS Meet	WED	2/25/2026	NHS	2:00pm-6:30pm
1	CUI Women vs Cal State Fullerton	THU	2/26/2026	Dive	11:00am-2:00pm
1	Hinman Relays	FRI	2/27/2026	Comp	2:00pm-7:00pm
		FRI	2/27/2026	Dive	2:00pm-4:30pm
1	UWH Tournament	SAT	2/28/2026	NHS	6:00am-5:00pm
		SUN	3/1/2026	NHS	6:00am-5:00pm
1	USA Water Polo ODP Tournament	SAT	2/28/2026	Comp/Dive	6:00am-8:00pm
		SUN	3/1/2026	Comp/Dive	6:00am-8:00pm
1	CUI Women vs Michigan	TUE	3/3/2026	Dive	9:30am-12:30pm
1	IWP: Turbo Cup	SAT	3/7/2026	Comp/Dive	6:00am-8:00pm
		SUN	3/8/2026	Comp/Dive	6:00am-8:00pm
1	IUSD Boat Races	WED	3/11/2026	Teach	11:45am-12:50pm
1	NHS vs IHS	WED	3/11/2026	NHS	2:00pm-6:30pm
1	IHS vs El Toro Swim Meet	FRI	3/13/2026	Comp	2:00pm-6:30pm
1	IHS vs UNI	TUE	3/17/2026	Comp	2:00pm-6:30pm
1	IWP: Hinman/Paco Games	SAT	3/21/2026	Comp/Dive	6:00am-8:00pm
		SUN	3/22/2026	Comp/Dive	6:00am-8:00pm
1	IHS vs Woodbridge/Rosary Swim Meet	WED	3/25/2026	Comp	3:00pm-6:30pm
1	CUI Women vs UC Merced	FRI	3/27/2026	Dive	9:30am-12:30pm
1	CUI Women vs FPU	SAT	3/28/2026	Dive	12:00pm-3:00pm
1	NOVA: LC/SC Intrasquad	SAT	3/28/2026	Comp/Dive	6:00am-4:00pm
		SUN	3/29/2026	Comp/Dive	6:00am-4:00pm
1	CUI Women vs CSU Monterey Bay	FRI	4/3/2026	Dive	9:30am-12:30pm
1	Calgary Killarney Training Trip	WED	4/8/2026	Dive	8:00am-2:00pm
		THU	4/9/2026	Dive	8:00am-2:00pm
		FRI	4/10/2026	Dive	8:00am-2:00pm
		SAT	4/11/2026	Dive	8:00am-2:00pm
		SUN	4/12/2026	Dive	8:00am-11:00am

**CITY OF IRVINE: WOOLLETT & NORTHWOOD AQUATIC CENTERS
2025-2026 SPECIAL EVENTS**

2	USA Water Polo JO's	SAT	7/18/2026	Comp/Dive	6:00am-8:30pm
		SUN	7/19/2026	Comp/Dive	6:00am-8:30pm
		TUE	7/21/2026	Comp/Dive	6:00am-8:30pm
		THU	7/23/2026	NHS	6:00am-8:30pm
		FRI	7/24/2026	NHS	6:00am-8:30pm
		SUN	7/26/2026	Comp/Dive	6:00am-8:30pm
2	ISL Pentathlon	WED	7/22/2026	NHS	12:30pm-9:00pm
2	USA Swimming Sr Nationals Warm Up	SUN	7/26/2026	NHS	6:00am-8:00pm
2	USA Swimming Sr Nationals	MON	7/27/2026	Comp/Dive	6:00am-8:00pm
		TUE	7/28/2026	Comp/Dive	6:00am-8:00pm
		WED	7/29/2026	Comp/Dive	6:00am-8:00pm
		THU	7/30/2026	Comp/Dive	6:00am-8:00pm
		FRI	7/31/2026	Comp/Dive	6:00am-8:00pm
		SAT	8/1/2026	Comp/Dive	6:00am-8:00pm
2	USA Swimming Jr Nationals Warm Up	SUN	8/2/2026	Comp/Dive	6:00am-8:00pm
2	USA Swimming Jr Nationals	MON	8/3/2026	Comp/Dive	6:00am-8:00pm
		TUE	8/4/2026	Comp/Dive	6:00am-8:00pm
		WED	8/5/2026	Comp/Dive	6:00am-8:00pm
		THU	8/6/2026	Comp/Dive	6:00am-8:00pm
		FRI	8/7/2026	Comp/Dive	6:00am-8:00pm
2	ISL Champs	SAT	8/8/2026	Comp/Dive	6:00am-8:00pm
2	Pan Pacific Championships	WED	8/12/2026	Comp/Dive	6:00am-8:00pm
		THU	8/13/2026	Comp/Dive	6:00am-8:00pm
		FRI	8/14/2026	Comp/Dive	6:00am-8:00pm
		SAT	8/15/2026	Comp/Dive	6:00am-8:00pm
2	Pan Pacific Championships [Water Polo]	THU	8/20/2026	Comp/Dive	6:00am-8:00pm
		FRI	8/21/2026	Comp/Dive	6:00am-8:00pm
		SAT	8/22/2026	Comp/Dive	6:00am-8:00pm
		SUN	8/23/2026	Comp/Dive	6:00am-8:00pm
2	Meraquas Western Zones	THU	3/3/2027	Dive	7:00am-6:00pm
		FRI	3/4/2027	Dive	7:00am-6:00pm
		SAT	3/5/2027	Dive	7:00am-6:00pm
		SUN	3/6/2027	Dive	7:00am-1:00pm
2	USMS Spring Nationals	THU	4/29/2027	Comp/Dive	6:00am-8:00pm
		FRI	4/30/2027	Comp/Dive	6:00am-8:00pm
		SAT	5/1/2027	Comp/Dive	6:00am-8:00pm
		SUN	5/2/2027	Comp/Dive	6:00am-8:00pm

1 FORMALLY APPLIED

2 RECEIVED IAAC APPROVAL

3 NO APPLICATION SUBMITTED, EVENT WILL BE CANCELLED AT THE START OF THE QUARTER UNLESS APPLICATION IS RECEIVED.

4 FORMALLY APPLIED - WILL BE OFFICIALLY APPROVED/DENIED ONCE ALL APPLICATIONS FOR THE QUARTER ARE RECEIVED

	Saturday 21-Feb-2025	Sunday 22-Feb-2025	Monday 23-Feb-2025	Tuesday 24-Feb-2025	Wednesday 25-Feb-2025	Thursday 26-Feb-2025	Friday 27-Feb-2025
5							
6	NOVA M 6:45-8am 10L	NOVA M 6:45-8am 10L	CITY 8am-12pm 10L	CITY 8am-12pm 10L	CITY 8am-12pm 10L	CITY 8am-12pm 10L	CITY 8am-12pm 10L
7	CITY 8-11am 11L	CITY 8-11am 11L	CITY 8-11am 11L	CITY 8-11am 11L	CITY 8-11am 11L	CITY 8-11am 11L	CITY 8-11am 11L
8	CITY 8-11am 11L	CITY 8-11am 11L	CITY 8-11am 11L	CITY 8-11am 11L	CITY 8-11am 11L	CITY 8-11am 11L	CITY 8-11am 11L
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

	Saturday 21-Feb-2025	Sunday 22-Feb-2025	Monday 23-Feb-2025	Tuesday 24-Feb-2025	Wednesday 25-Feb-2025	Thursday 26-Feb-2025	Friday 27-Feb-2025
5							
6	NOVA MEET 8am-4pm	NOVA MEET 8am-4pm	NOVA M 5:45-8 12L	NOVA M 5:45-7 12L	NOVA M 5:45-8 12L	NOVA M 5:45-7 12L	NOVA M 5:45-8 12L
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

DIVING

	Saturday 21-Feb-2025	Sunday 22-Feb-2025	Monday 23-Feb-2025	Tuesday 24-Feb-2025	Wednesday 25-Feb-2025	Thursday 26-Feb-2025	Friday 27-Feb-2025
5							
6							
7							
8	NOVA M 8-9:15 SL						
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

COMPETITION

	Saturday 21-Feb-2025	Sunday 22-Feb-2025	Monday 23-Feb-2025	Tuesday 24-Feb-2025	Wednesday 25-Feb-2025	Thursday 26-Feb-2025	Friday 27-Feb-2025
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

	Saturday 28-Feb-2025	Sunday 1-Mar-2025	Monday 2-Mar-2025	Tuesday 3-Mar-2025	Wednesday 4-Mar-2025	Thursday 5-Mar-2025	Friday 6-Mar-2025
5							
6	USA WP ODP 6am-8pm	USA WP ODP 8am-8pm	CITY 5am-2pm	CITY 5-8pm	CITY 8am-2pm	CITY 8-10am	CITY 5am-2pm
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

	Saturday 28-Feb-2025	Sunday 1-Mar-2025	Monday 2-Mar-2025	Tuesday 3-Mar-2025	Wednesday 4-Mar-2025	Thursday 5-Mar-2025	Friday 6-Mar-2025
5							
6	USA WP ODP 6am-8pm	USA WP ODP 8am-8pm	NOVA M 5-8pm	NOVA M 5-8pm	NOVA M 5-8pm	NOVA M 5-8pm	NOVA M 5-8pm
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

DIVING

	Saturday 28-Feb-2025	Sunday 1-Mar-2025	Monday 2-Mar-2025	Tuesday 3-Mar-2025	Wednesday 4-Mar-2025	Thursday 5-Mar-2025	Friday 6-Mar-2025
5							
6	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm
7	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm
8	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm
9	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm
10	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm
11	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm
12	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm
1	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm
2	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm
3	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm
4	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm
5	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm
6	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm
7	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm
8	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm
9	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm	NOVA 6-8pm

NORTHWOOD

COMPETITION

	Saturday 28-Feb-2025	Sunday 1-Mar-2025	Monday 2-Mar-2025	Tuesday 3-Mar-2025	Wednesday 4-Mar-2025	Thursday 5-Mar-2025	Friday 6-Mar-2025
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

TEACHING

	Saturday 7-Mar-2026	Sunday 8-Mar-2026	Monday 9-Mar-2026	Tuesday 10-Mar-2026	Wednesday 11-Mar-2026	Thursday 12-Mar-2026	Friday 13-Mar-2026
5							
6	IWP TURBO CUP 6am-8:30pm	IWP TURBO CUP 6am-8pm	CITY 8:30am-11am	CITY 8:30am-11am	CITY 8:30am-11am	CITY 8:30am-11am	CITY 8:30am-11am
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

	Saturday 7-Mar-2026	Sunday 8-Mar-2026	Monday 9-Mar-2026	Tuesday 10-Mar-2026	Wednesday 11-Mar-2026	Thursday 12-Mar-2026	Friday 13-Mar-2026
5							
6	IWP TURBO CUP 6am-8:30pm	IWP TURBO CUP 6am-8pm	NOVA M 5:45-8:15am	NOVA M 5:45-8:15am	NOVA M 5:45-8:15am	NOVA M 5:45-8:15am	NOVA M 5:45-8:15am
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

DIVING

	Saturday 7-Mar-2026	Sunday 8-Mar-2026	Monday 9-Mar-2026	Tuesday 10-Mar-2026	Wednesday 11-Mar-2026	Thursday 12-Mar-2026	Friday 13-Mar-2026
5							
6	NOVA 6am						
7							
8	CITY 8:10am-10am	NOVA M 8:15-10am					
9							
10	SO 10-11:30am	MER 10-11:30am					
11	NOVA 10am-12pm						
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

NORTHWOOD

COMPETITION

	Saturday 7-Mar-2026	Sunday 8-Mar-2026	Monday 9-Mar-2026	Tuesday 10-Mar-2026	Wednesday 11-Mar-2026	Thursday 12-Mar-2026	Friday 13-Mar-2026
5							
6	NOVA 6am						
7							
8	CITY 8am-10am	CITY 8-11am	CITY 8-11am	CITY 8-11am	CITY 8-11am	CITY 8-11am	
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

TEACHING

	Saturday 14-Mar-2025	Sunday 15-Mar-2025	Monday 16-Mar-2025	Tuesday 17-Mar-2025	Wednesday 18-Mar-2025	Thursday 19-Mar-2025	Friday 20-Mar-2025
5							
6			CITY 8am-2pm 1L	CITY 8am-1pm 1L	CHP 8-8:15L 9-5 W 11L	CITY 8am-2pm 1L	CITY 8-8:15L 8-8 W 11L
7							
8	CITY 8-10am 1L	NOVA M 8-9:15					
9							
10	8-9 10-1130 4L	MERC 9-9:30am 5pm 5L					
11	CITY 10am-6pm						
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

	Saturday 14-Mar-2025	Sunday 15-Mar-2025	Monday 16-Mar-2025	Tuesday 17-Mar-2025	Wednesday 18-Mar-2025	Thursday 19-Mar-2025	Friday 20-Mar-2025
5							
6	NOVA 6am-12pm		NOVA M 5-6-8 12L	NOVA M 5-6-7 12L	NOVA M 5-6-8 10L	NOVA M 5-6-7 11L	NOVA M 5-6-8 10L
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

DIVING

	Saturday 14-Mar-2025	Sunday 15-Mar-2025	Monday 16-Mar-2025	Tuesday 17-Mar-2025	Wednesday 18-Mar-2025	Thursday 19-Mar-2025	Friday 20-Mar-2025
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

NORTHWOOD

COMPETITION

	Saturday 14-Mar-2025	Sunday 15-Mar-2025	Monday 16-Mar-2025	Tuesday 17-Mar-2025	Wednesday 18-Mar-2025	Thursday 19-Mar-2025	Friday 20-Mar-2025
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

TEACHING

	Saturday 21-Mar-2025	Sunday 22-Mar-2025	Monday 23-Mar-2025	Tuesday 24-Mar-2025	Wednesday 25-Mar-2025	Thursday 26-Mar-2025	Friday 27-Mar-2025
5							
6	IWP HINMAN & PACO GAMES 6am-4:30pm	IWP HINMAN & PACO GAMES 6am-4pm	CITY 6-9am 9-11am	CITY 6-8:30am 8-11am	CITY 6-8:30am 8-11am	CITY 6-8:30am 8-11am	CITY 6-8:30am 8-11am
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

	Saturday 21-Mar-2025	Sunday 22-Mar-2025	Monday 23-Mar-2025	Tuesday 24-Mar-2025	Wednesday 25-Mar-2025	Thursday 26-Mar-2025	Friday 27-Mar-2025
5							
6	IWP HINMAN & PACO GAMES 6am-4:30pm	IWP HINMAN & PACO GAMES 6am-4pm	CITY 6-9am 9-11am	CITY 6-8:30am 8-11am	CITY 6-8:30am 8-11am	CITY 6-8:30am 8-11am	CITY 6-8:30am 8-11am
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

DIVING

	Saturday 21-Mar-2025	Sunday 22-Mar-2025	Monday 23-Mar-2025	Tuesday 24-Mar-2025	Wednesday 25-Mar-2025	Thursday 26-Mar-2025	Friday 27-Mar-2025
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

COMPETITION

	Saturday 21-Mar-2025	Sunday 22-Mar-2025	Monday 23-Mar-2025	Tuesday 24-Mar-2025	Wednesday 25-Mar-2025	Thursday 26-Mar-2025	Friday 27-Mar-2025
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

NORTHWOOD

TEACHING

	Saturday 28-Mar-2025	Sunday 29-Mar-2025	Monday 30-Mar-2025	Tuesday 31-Mar-2025	Wednesday 1-Apr-2025	Thursday 2-Apr-2025	Friday 3-Apr-2025
5							
6	NOVA M 6:45-8am	NOVA M MEET 6am-4pm	NOVA M 5:45-8 12L	NOVA M 5:45-7:15 5L	NOVA M 5:45-8 12L	NOVA M 5:45-7:15 5L	NOVA M 5:45-8 10L
7	CITY 8-10am	CITY 8-11am					
8							
9							
10							
11							
12	CITY M vs PHL 12:30pm under way						
1							
2							
3							
4							
5							
6							
7							
8							
9							

	Saturday 29-Mar-2025	Sunday 30-Mar-2025	Monday 31-Mar-2025	Tuesday 1-Apr-2025	Wednesday 2-Apr-2025	Thursday 3-Apr-2025	Friday 4-Apr-2025
5							
6	NOVA LGISC MEET 8am-4pm	NOVA LGISC MEET 8am-4pm					
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

DIVING

	Saturday 28-Mar-2025	Sunday 29-Mar-2025	Monday 30-Mar-2025	Tuesday 31-Mar-2025	Wednesday 1-Apr-2025	Thursday 2-Apr-2025	Friday 3-Apr-2025
5							
6							
7							
8							
9							
10	SP 10-1130 6L						
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

NORTHWOOD

COMPETITION

	Saturday 29-Mar-2025	Sunday 30-Mar-2025	Monday 31-Mar-2025	Tuesday 1-Apr-2025	Wednesday 2-Apr-2025	Thursday 3-Apr-2025	Friday 4-Apr-2025
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

TEACHING

	Saturday 4-Apr-2025	Sunday 5-Apr-2025	Monday 6-Apr-2025	Tuesday 7-Apr-2025	Wednesday 8-Apr-2025	Thursday 9-Apr-2025	Friday 10-Apr-2025
5							
6							
7							
8	CITY 8-10am 10L						
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

	Saturday 4-Apr-2025	Sunday 5-Apr-2025	Monday 6-Apr-2025	Tuesday 7-Apr-2025	Wednesday 8-Apr-2025	Thursday 9-Apr-2025	Friday 10-Apr-2025
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

DIVING

	Saturday 4-Apr-2025	Sunday 5-Apr-2025	Monday 6-Apr-2025	Tuesday 7-Apr-2025	Wednesday 8-Apr-2025	Thursday 9-Apr-2025	Friday 10-Apr-2025
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

NORTHWOOD

COMPETITION

	Saturday 4-Apr-2025	Sunday 5-Apr-2025	Monday 6-Apr-2025	Tuesday 7-Apr-2025	Wednesday 8-Apr-2025	Thursday 9-Apr-2025	Friday 10-Apr-2025
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

TEACHING

	Saturday 11-Apr-2026	Sunday 12-Apr-2026	Monday 13-Apr-2026	Tuesday 14-Apr-2026	Wednesday 15-Apr-2026	Thursday 16-Apr-2026	Friday 17-Apr-2026
5							
6	NOVA 8-9am 12L		CITY 8am-9am 11L	NOVA 545-715 12L	CITY 8-9am 11L	CITY 8am-9am 12L	CITY 8am-9am 12L
7	17L			CITY 8am-9am 11L			
8	15L	CITY 8-10am 12L					
9	10am-12pm 12L						
10	12-2pm 8L						
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

DIVING

	Saturday 11-Apr-2026	Sunday 12-Apr-2026	Monday 13-Apr-2026	Tuesday 14-Apr-2026	Wednesday 15-Apr-2026	Thursday 16-Apr-2026	Friday 17-Apr-2026
5							
6							
7							
8	CITY 8-10am 12L						
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

NORTHWOOD

	Saturday 11-Apr-2026	Sunday 12-Apr-2026	Monday 13-Apr-2026	Tuesday 14-Apr-2026	Wednesday 15-Apr-2026	Thursday 16-Apr-2026	Friday 17-Apr-2026
5							
6	WWPA CHAMPIONSHIPS 8am-9am	WWPA CHAMPIONSHIPS 8am-9am	NOVA 545-8 12L				
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

COMPETITION

	Saturday 11-Apr-2026	Sunday 12-Apr-2026	Monday 13-Apr-2026	Tuesday 14-Apr-2026	Wednesday 15-Apr-2026	Thursday 16-Apr-2026	Friday 17-Apr-2026
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

TEACHING

	Saturday 18-Apr-2026	Sunday 19-Apr-2026	Monday 20-Apr-2026	Tuesday 21-Apr-2026	Wednesday 22-Apr-2026	Thursday 23-Apr-2026	Friday 24-Apr-2026
5							
6	IWP K7 CUP 8am-8:30pm	IWP K7 CUP 8am-8pm					
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

	Saturday 18-Apr-2026	Sunday 19-Apr-2026	Monday 20-Apr-2026	Tuesday 21-Apr-2026	Wednesday 22-Apr-2026	Thursday 23-Apr-2026	Friday 24-Apr-2026
5							
6	IWP K7 CUP 8am-8:30pm	IWP K7 CUP 8am-8pm	NOVAM 5:45-8:12L	NOVAM 5:45-7:17L	NOVAM 5:45-6:12L	NOVAM 5:45-7:15L	NOVAM 5:45-8:12L
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

DIVING

	Saturday 18-Apr-2026	Sunday 19-Apr-2026	Monday 20-Apr-2026	Tuesday 21-Apr-2026	Wednesday 22-Apr-2026	Thursday 23-Apr-2026	Friday 24-Apr-2026
5							
6	NOVA MEET 8am-4pm						
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

NORTHWOOD

COMPETITION

	Saturday 18-Apr-2026	Sunday 19-Apr-2026	Monday 20-Apr-2026	Tuesday 21-Apr-2026	Wednesday 22-Apr-2026	Thursday 23-Apr-2026	Friday 24-Apr-2026
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

TEACHING

SPRING Pool Allocations 2025

	Saturday 25-Apr-2026	Sunday 26-Apr-2026	Monday 27-Apr-2026	Tuesday 28-Apr-2026	Wednesday 29-Apr-2026	Thursday 30-Apr-2026	Friday 1-May-2026
5			NOVA M 5:45-8 12L	NOVA M 5:45-7 12L	NOVA M 5:45-8 12L	NOVA M 5:45-7 12L	NOVA M 5:45-8 12L
6	NOVA MEET 8am-4pm	NOVA MEET 8am-4pm					
7							
8							
9							
10							
11			NOVA M 11-1pm 18L				
12							
1							
2							
3			GREEN 13m-3:45pm 4L				
4							
5							
6							
7							
8							
9							

COMPETITION

	Saturday 25-Apr-2026	Sunday 26-Apr-2026	Monday 27-Apr-2026	Tuesday 28-Apr-2026	Wednesday 29-Apr-2026	Thursday 30-Apr-2026	Friday 1-May-2026
5							
6	CITY 6am-8pm	CITY 6am-8pm					
7							
8			CITY 8-11am	CITY 8-11am	CITY 8-11am	CITY 8-11am	
9							
10							CITY 10am-12pm
11							
12							
1			NOVA PRI 1-3pm	NOVA PRI 1-3pm	NOVA PRI 1-3pm	NOVA PRI 1-3pm	NOVA PRI 1-3pm
2							
3			CITY 3-6pm	CITY 3-6pm	CITY 3-6pm	CITY 3-6pm	NOVA 3-6pm 10L
4							
5							
6							
7							
8			LMH 8-9:15				
9			4L				

TEACHING

	Saturday 2-May-2025	Sunday 3-May-2025	Monday 4-May-2025	Tuesday 5-May-2025	Wednesday 6-May-2025	Thursday 7-May-2025	Friday 8-May-2025
5							
6	NOVA M 8-9:30am						
7	QITY 10-11am						
8							
9							
10	SO 10-11am						
11							
12	MEZ 12-3pm						
1							
2							
3							
4							
5							
6							
7							
8							
9							

	Saturday 2-May-2025	Sunday 3-May-2025	Monday 4-May-2025	Tuesday 5-May-2025	Wednesday 6-May-2025	Thursday 7-May-2025	Friday 8-May-2025
5							
6	NOVA MEET 8am-4pm						
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

DIVING

	Saturday 2-May-2025	Sunday 3-May-2025	Monday 4-May-2025	Tuesday 5-May-2025	Wednesday 6-May-2025	Thursday 7-May-2025	Friday 8-May-2025
5							
6							
7							
8	QITY 8-10am						
9							
10	SO 10-11am						
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

	Saturday 2-May-2025	Sunday 3-May-2025	Monday 4-May-2025	Tuesday 5-May-2025	Wednesday 6-May-2025	Thursday 7-May-2025	Friday 8-May-2025
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

NORTHWOOD

TEACHING

	Saturday 9-May-2026	Sunday 10-May-2026	Monday 11-May-2026	Tuesday 12-May-2026	Wednesday 13-May-2026	Thursday 14-May-2026	Friday 15-May-2026
5							
6							
7							
8	QITY 8-10am 10L		QITY 8am-2pm	QITY 6am-2pm	QITY 8am-2pm	QITY 6am-2pm	QITY 6am-2pm
9							
10	NOVA 8-10am 4L						
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

	Saturday 9-May-2026	Sunday 10-May-2026	Monday 11-May-2026	Tuesday 12-May-2026	Wednesday 13-May-2026	Thursday 14-May-2026	Friday 15-May-2026
5							
6	NOVA 6-8am 17L		NOVA M 5-6-8 17L	NOVA M 5-6-7 12L	NOVA M 5-6-7 12L	NOVA M 5-6-7 10L	NOVA M 5-6-8 12L
7							
8	SPECIAL OLYMPICS 8am-2pm 17L	QITY 8-10am 10L	NOVA M 10-11-12 10L	NOVA M 11-12-15 9L	NOVA M 11-12-15 10L	NOVA M 11-12-15 9L	NOVA M 11-12-15 10L
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

DIVING

	Saturday 9-May-2026	Sunday 10-May-2026	Monday 11-May-2026	Tuesday 12-May-2026	Wednesday 13-May-2026	Thursday 14-May-2026	Friday 15-May-2026
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

NORTHWOOD

COMPETITION

	Saturday 9-May-2026	Sunday 10-May-2026	Monday 11-May-2026	Tuesday 12-May-2026	Wednesday 13-May-2026	Thursday 14-May-2026	Friday 15-May-2026
5							
6	NOVA 6-8am 10L	QITY 8am-2pm					
7							
8	SPECIAL OLYMPICS 8am-2pm 10L		QITY 8-11am 10L	QITY 8-11am 10L	QITY 8-11am 10L	QITY 8-11am 10L	QITY 8-11am 10L
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

TEACHING

	Saturday 15-May-2025	Sunday 17-May-2025	Monday 18-May-2025	Tuesday 19-May-2025	Wednesday 20-May-2025	Thursday 21-May-2026	Friday 22-May-2026
5							
6	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	SPEEDO GRAND CHALLENGE 8-9:15 17L
7	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
8	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
9	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
10	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
11	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
12	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
1	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
2	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
3	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
4	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
5	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
6	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
7	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
8	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
9	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	

	Saturday 15-May-2025	Sunday 17-May-2025	Monday 18-May-2025	Tuesday 19-May-2025	Wednesday 20-May-2025	Thursday 21-May-2026	Friday 22-May-2026
5							
6	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	SPEEDO GRAND CHALLENGE 8-9:15 17L
7	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
8	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
9	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
10	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
11	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
12	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
1	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
2	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
3	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
4	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
5	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
6	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
7	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
8	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	
9	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	NOVA 8-9:15	

DIVING

	Saturday 15-May-2025	Sunday 17-May-2025	Monday 18-May-2025	Tuesday 19-May-2025	Wednesday 20-May-2025	Thursday 21-May-2025	Friday 22-May-2025
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

NORTHWOOD

COMPETITION

	Saturday 15-May-2025	Sunday 17-May-2025	Monday 18-May-2025	Tuesday 19-May-2025	Wednesday 20-May-2025	Thursday 21-May-2025	Friday 22-May-2025
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

TEACHING

	Saturday 23-May-2026	Sunday 24-May-2026	Monday 25-May-2026	Tuesday 26-May-2026	Wednesday 27-May-2026	Thursday 28-May-2026	Friday 29-May-2026
5							
6	SPEEDO GRAND CHALLENGE 6am-8pm 17L						
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

	Saturday 23-May-2026	Sunday 24-May-2026	Monday 25-May-2026	Tuesday 26-May-2026	Wednesday 27-May-2026	Thursday 28-May-2026	Friday 29-May-2026
5							
6	SPEEDO GRAND CHALLENGE 6am-8pm 17L						
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

DIVING

	Saturday 23-May-2026	Sunday 24-May-2026	Monday 25-May-2026	Tuesday 26-May-2026	Wednesday 27-May-2026	Thursday 28-May-2026	Friday 29-May-2026
5							
6							
7							
8	CITY 8-10am 8-515	CITY 8-10am 8-515					
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

	Saturday 23-May-2026	Sunday 24-May-2026	Monday 25-May-2026	Tuesday 26-May-2026	Wednesday 27-May-2026	Thursday 28-May-2026	Friday 29-May-2026
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

NORTHWOOD

TEACHING

	Saturday 30-May-2026	Sunday 31-May-2026	Monday 1-Jun-2026	Tuesday 2-Jun-2026	Wednesday 3-Jun-2026	Thursday 4-Jun-2026	Friday 5-Jun-2026
5							
6							
7							
8	CITY 8-10am 50						
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

	Saturday 30-May-2026	Sunday 31-May-2026	Monday 1-Jun-2026	Tuesday 2-Jun-2026	Wednesday 3-Jun-2026	Thursday 4-Jun-2026	Friday 5-Jun-2026
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

DIVING

	Saturday 30-May-2026	Sunday 31-May-2026	Monday 1-Jun-2026	Tuesday 2-Jun-2026	Wednesday 3-Jun-2026	Thursday 4-Jun-2026	Friday 5-Jun-2026
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

NORTHWOOD

COMPETITION

	Saturday 30-May-2026	Sunday 31-May-2026	Monday 1-Jun-2026	Tuesday 2-Jun-2026	Wednesday 3-Jun-2026	Thursday 4-Jun-2026	Friday 5-Jun-2026
5							
6							
7							
8							
9							
10							
11							
12							
1							
2							
3							
4							
5							
6							
7							
8							
9							

TEACHING

ITEM 4

**IRVINE AQUATICS ADVISORY BOARD
ELECTION OF OFFICERS**



REQUEST FOR IRVINE AQUATICS ADVISORY COMMITTEE ACTION

MEETING DATE: JANUARY 28, 2026

TITLE: ELECTION OF IRVINE AQUATICS ADVISORY COMMITTEE
OFFICERS

Interim Deputy Director of Community & Library Services

RECOMMENDED ACTION

Conduct elections of Irvine Aquatics Advisory Committee Chair and Vice-Chair.

EXECUTIVE SUMMARY

In accordance with the Irvine Aquatics Advisory Committee (Committee) Bylaws (Attachment), Section 2.2, Officers of the Committee shall consist of a Chair and Vice Chair. The Chair and Vice Chair shall be elected by the membership of the Committee at the first regular meeting in January of each calendar year.

The Irvine Aquatics Advisory Committee (Committee) serves as an advisory body to the Community & Library Services Commission. The Committee's purpose is to provide input regarding the needs of the community pertaining to Irvine's youth aquatics programs, facilities, and services. The primary objective of the Committee is to ensure an equitable allocation of pool space and maximum participation for all of Irvine's youth regardless of ability or choice of program.

The Committee is made up of four voting members, each representing a youth aquatics organization meeting the minimum residency requirement for Committee membership. All Committee members serve at the will of their respective organizations.

COMMISSION/BOARD/COMMITTEE RECOMMENDATION

Not applicable.

ANALYSIS

The Committee acts in an advisory capacity to the Community & Library Services Commission on matters pertaining to Irvine's youth aquatics programs, facilities, and services. The primary objective of the Committee is to ensure an equitable allocation of

pool space and maximum participation for all of Irvine's youth regardless of ability or choice in program.

In accordance with the Committee Bylaws, the Committee shall elect a Chair and Vice Chair at the last regular meeting of the calendar year. Per Section 8 of Committee Bylaws, 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 & Library Services Commission, the City Council, and City staff. The Vice Chair shall assume these duties in the absence of the Chair.

In accordance with Committee Bylaws, Section 2.2.1, Chair: The Chair shall preside at all meetings and hearings of the Committee. The Chair may represent the Committee before the City Council or appoint other members to do so. 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

Jennifer Priest, Community & Library Services
Superintendent

ATTACHMENT

Bylaws of the Irvine Aquatics Advisory Committee

**AMENDED AND RESTATED
BY-LAWS
OF THE
IRVINE AQUATICS ADVISORY COMMITTEE
OF THE
CITY OF IRVINE**

PREAMBLE

The Amended and Restated Bylaws of the Irvine Aquatics Advisory Committee of the City of Irvine (“**Bylaws**”) were adopted by the City Council of the City of Irvine pursuant to Resolution No. 24-84 and pursuant to Irvine Municipal Code (“**IMC**”) Sections 1-4-301.

1. IRVINE AQUATICS ADVISORY COMMITTEE CREATION, TITLE, AND AUTHORITY

- 1.1 Creation: The Irvine Aquatics Advisory Board was created under and continues to exist under Division 4 of Title 1 of the IMC. The name of the Irvine Aquatics Advisory Board is hereby changed to the “Irvine Aquatics Advisory Committee” (“**Committee**”).

1.1.1 IMC Title 1, Division 4 generally governs or otherwise regulates the Committee’s powers, duties, limitations, and general purpose.

1.1.2 Community Services Resolution No. 18-06 specifically describes the creation, composition, appointment, duties, and meeting procedures for the Committee.

1.1.3 IMC Title 1, Division 15 establishes generally applicable rules regarding public meetings, the conduct of public business, notice and agenda requirements, conduct at meetings, procedures for minutes and recordings, and other matters.

1.1.4 Title 1, Divisions 4 and 15 are subject to change, consistent with City Council policies and State law, and each such Division shall take precedence over these bylaws and over any procedures adopted by the Committee.

- 1.2 Title: The Committee officially shall be known as the “Irvine Aquatics Advisory Committee.” The term “Committee,” where used in these Bylaws, also shall refer to and mean the “Irvine Aquatics Advisory Committee.”

- 1.3 Duties: The Committee was formed pursuant to IMC section 1-4-301 to serve in an advisory role to the Community Services Commission to perform one or more specific assigned tasks, as follows:

1.3.1 Reviewing architectural drawings for proposed parks (public and private) with aquatic amenities to ensure the aquatic amenities are appropriately designed to meet the needs of the Irvine community pertaining to Irvine’s youth aquatic programs, facilities, and services.

1.3.2 Reviewing and recommending, on a quarterly basis, an allocation schedule for the City’s aquatic facilities that ensures a fair and efficient distribution is provided to all aquatic programs, regardless of choice in sport.

1.3.3 Advise City staff and the staff of Irvine Unified School District, City Commissioners, and other officials of their findings and recommendations for necessary actions to meet the City of Irvine's needs, and to address deficiencies in the aquatics functions within the boundary of the City of Irvine.

1.3.4 Reports annually on goals and accomplishments.

1.3.5 Perform such other duties or studies as may be directed by the City Council.

1.4 Individual Member Duties: It shall be the duty of each Committee Member to take an active part in the Committee's deliberations and to act in whatever capacity the Committee Member may be called. Absence from three consecutive meetings without the formal consent of the Committee shall be deemed to constitute the retirement of the Committee Member, and the position shall automatically be vacant and therefore subject to the vacancy procedures as set forth in Section 2.1.4 below.

2. MEMBERS, OFFICERS AND STAFF

2.1 Committee Members:

2.1.1 Appointment: Irvine-based youth aquatics organizations (hereinafter "Member Organizations") shall be entitled to one representative on the Committee, designated by the Member Organization's president, or its equivalent. Member Organizations must meet the following requirements:

2.1.1.1. The Category II Organization requirements outlined in the Public Facilities Reservation and Fee Policy.

2.1.1.2. The Member Organization's primary mission must include youth aquatics team sports activities.

2.1.1.3. Member Organizations must be present at no less than three-fourths (3/4) of regularly scheduled Committee meetings in one calendar year. Failure to adhere to this attendance requirement will result in the Member Organization losing voting privileges for six (6) months. An organization losing voting privileges shall not lose pool allocation rights.

2.1.2 Staff Liaison: The City Manager or his/her designee shall appoint a staff member as liaison to the Committee. The Irvine Unified School District shall appoint a staff member as a liaison to the Committee. Staff liaisons are not voting members.

- 2.1.3 Removal and Resignation: In the event a Committee member fails to attend three (3) consecutive meetings, the Committee may, by motion, move to remove the Committee member from the Committee. A majority vote of the Committee members present at a duly constituted meeting shall be required to carry such a motion. Any Committee member or officer may resign at any time by giving written notice to the Chair or Vice Chair.
- 2.1.4 Vacancy: 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.
- 2.1.5 Representation of Committee: No Committee member may speak on behalf of the Committee before any other board, commission, council, agency, or entity without prior authorization approved by a majority of the members of the Committee. Committee members shall represent themselves as members of the Committee speaking on their own behalf when presenting their views on Committee business that comes before any other commission, committee, board, or council of the City.
- 2.1.6 Disclosures: Committee members shall make such disclosures as are required by the Political Reform Act (Government Code Section 81000 *et seq.*) and other applicable state laws, and/or by resolutions or ordinances adopted by the City Council. Without limiting the foregoing, each Committee member shall file a Fair Political Practices Commission Statement of Economic Interest (Form 700) within thirty days after assuming office, annually thereafter for so long as they remain a Committee member, and promptly upon leaving office.
- 2.2 Officers: Officers of the Committee shall consist of a Chair and Vice Chair. The Chair and Vice Chair shall be elected by the membership of the Committee at the first regular meeting in January of each calendar year.
- 2.2.1 Chair: The Chair shall preside at all meetings and hearings of the Committee. The Chair may represent the Committee before the City Council or appoint other members to do so.
- 2.2.2 Vice Chair: The Vice Chair shall perform all of the duties of the Chair in the Chair's absence or disability and shall perform such other duties as may from time to time be assigned by the Chair.
- 2.2.3 Officer Vacancy: Should the Chair or Vice Chair cease to be a member of the Committee, the remaining Committee members shall elect a Chair or Vice Chair at the second regular meeting thereafter, by a majority vote of members present. The Chair or Vice Chair so

elected shall serve in that office until the next regularly scheduled election of officers.

2.3 Staff:

2.3.1 Staff Liaison: The City Manager or his/her designee shall assign a staff liaison to the Committee who shall be an *ex-officio* member of the Committee and as such shall provide technical service to the Committee and shall attend all meetings.

2.3.2 City Manager and City Attorney: The City Manager and City Attorney shall be optional and as-needed advisors or consultants to the Committee and as such may be called upon as follows:

2.3.2.1. City Manager: Upon request of the Chair for specific matters.

2.3.2.2. City Attorney: Upon request of the Chair for specific matters and as a consultant to the professional staff.

2.3.3 Staff Direction: The Committee, or any one of its individual members, shall not direct the performance of significant staff work without the prior authorization of the City Manager.

3. MEETINGS AND AGENDAS

3.1 Agendas: All meetings of the Committee shall be noticed via posting of the agenda in accordance with the notice and agenda requirements set forth in the IMC, Title 1, Division 15. Except as provided in IMC Section 1-15-107 and/or as otherwise provided in Government Code § 54954.2, no action shall be taken on matters not appearing on the posted agenda.

3.2 Initiating an Agenda Item:

3.2.1 Committee Member-Initiated Items: Committee Members wishing to place items on the agenda shall adhere to the following:

3.2.1.1. Agendized items shall be directly within the scope of the duties specifically assigned to the Committee under Section 1.3 of these Bylaws.

3.2.1.2. Agenda requests must be made during a meeting of the Committee. In order to move forward, there must be a consensus among Committee Members to place the item on the agenda of a future meeting.

3.2.1.3. The City Manager or designee must approve all Committee Member-initiated items prior to an item's inclusion on an agenda.

3.2.2 City Council-Initiated Items: The City Council may direct an item to be placed on the agenda by a majority vote of the City Council.

3.2.3 Staff-Initiated Agenda Items: Staff may initiate such agenda items as are mandated by direction of the City Council, the IMC, City policy, and/or the processing of regular business of the City of Irvine with regard to matters assigned to the Committee under Section 1.3 of these Bylaws.

3.3 Meetings:

3.3.1 Regular Meetings: Regular meetings of the Committee shall be held in the William Woollett Jr. Aquatics Center, 4601 Walnut Avenue, Irvine, California, and remotely via Zoom as and to the extent allowable under Government Code section 54953, at 6:00 p.m., on the fourth Wednesday in January, April, and October. Unless a majority of the members present votes otherwise, the meetings of the Committee shall adjourn at or before 8:00 p.m. If the business of the Committee has not been completed by 8:00 p.m., the Committee may vote to remain in session until all or a portion of its remaining business has been completed. All matters remaining after the Committee adjourns shall be continued to a subsequent regular meeting of the Committee.

3.3.2 Adjourned Meetings: Any regular meeting may be adjourned to a designated time and place and when so adjourned shall be considered as a regular meeting.

3.3.3 Special Meetings: Special meetings of the Committee may be called by the City Manager or designee or upon the written request of at least a majority of the Committee members. Special meetings shall be held at a time and place, and in the manner, required by IMC Title 1, Division 15.

3.3.4 Annual Meeting: The Annual Meeting of the Committee shall be the first regular meeting in January of each year. Such meeting shall commence with the election of a Chair and Vice Chair for the ensuing year and such other business as shall be scheduled by the Committee.

3.3.5 Meetings on Holidays: When a regular meeting falls on a holiday, the meeting shall be held on the next business day or on a day to which the previous meeting was adjourned.

3.3.6 Cancellation of Meetings: Whenever reasons exist, (for example, lack of a quorum, no business for Committee consideration, or other good and valid reason), a meeting may be canceled.

3.3.7 Additional Rules and Procedures; Order of Precedence: The meetings and procedures of the Committee shall be subject to and governed by the ordinances, resolutions, and applicable policies and procedures adopted by the City Council establishing rules and regulations for Committees. If and to the extent there is a conflict between these Bylaws and the rules and regulations applicable to Committee meetings established by the City Council, the rules and regulations for Committee meetings established by the City Council shall govern.

3.4 Meeting Procedures:

3.4.1 Duties of Presiding Officer: The Chair, or in the Chair's absence the Vice Chair, shall be the presiding officer, and shall assume the place and duties of such office immediately following selection. The Chair shall preserve strict order and decorum at all meetings of the Committee, state questions coming before the Committee, announce its decision on all subjects and decide all questions of order, subject, however, to an appeal to the Committee as a whole, in which event a majority vote of the Committee members present shall govern and conclusively determine such question of order. The Chair shall vote on all questions, and on roll call the Chair's name shall be called last. The seating arrangement for the Committee shall be determined by the Chair.

3.4.2 Regular Meeting Order of Business: All regular meetings shall be conducted in the order set forth in the following paragraphs. The Chair, or a majority of the Committee, may direct an agenda item to be taken out of order.

3.4.2.1. Call to Order: The meeting of the Committee shall be called to order by the Chair, in the Chair's absence, the Vice Chair.

3.4.2.2. Roll Call: The Recording Secretary shall record the attendance.

3.4.2.3. Pledge of Allegiance: The Chair or the Chair's designee shall lead the Pledge of Allegiance to the Flag of the United States of America.

3.4.2.4. Presentations: Presentations by Staff or others to the Committee.

- 3.4.2.5. Public Comment: The Chair shall ask if any person wishes to speak to the Committee on any item not listed on the agenda. Public comment time limitations and procedures are identical to the time limitations and procedures applicable to public comments before the City Council.
- 3.4.2.6. Announcements, Committee Reports: The chair shall ask if the Staff Liaison or members of the Committee have announcements as required by Assembly Bill 1234 or as otherwise relevant to the assigned tasks of the Committee.
- 3.4.2.7. Additions or Deletions to the Agenda: Additions may be made so long as such additions are in accordance with IMC Title 1, Division 15.
- 3.4.2.8. Consent Calendar: Any item which does not require specific findings of fact as required by law, may be placed on the Consent Calendar. The approval of minutes shall be included within this category. Any Committee Member may withdraw an item from the Consent Calendar for discussion. After all requests for removal have been made, the Consent Calendar shall be voted on as a single item. A majority vote for approval of the Consent Calendar shall constitute the approval of each item thereon. Each removed item shall then be voted on individually.
- 3.4.2.9. Committee Business: Items of Committee Business shall be considered in the following sequence: (i) the matter shall be called, (ii) staff shall provide a report, (iii) public comments on the item shall be received, subject to the same time limitations and procedures as are applicable to public comments before the City Council, (iv) the Committee shall deliberate on the item, and (v) the Committee shall consider appropriate motions on the item. A majority vote for approval of the item shall constitute approval of the item.
- 3.4.2.10. Adjournment. The meeting shall be adjourned.

3.4.3 Decorum:

- 3.4.3.1. By Committee Members: While the Committee is in session, Committee Members must preserve order and decorum, and a Committee Member shall neither, by conversation or otherwise, delay or interrupt the proceeding or the peace of the Committee, disturb any member while speaking or refuse to obey the orders of the

Committee or the presiding officer, except as otherwise provided in these Bylaws.

- 3.4.3.2. By Other Persons: Each person who addresses the Committee shall do so in an orderly manner and shall not make personal, impertinent, slanderous or profane remarks to any member of the Committee, staff or general public. Any person who makes such remarks, or who utters loud, threatening, personal or abusive language, or engages in any other disorderly conduct which disrupts, disturbs or otherwise impedes the orderly conduct of any Committee meeting shall, at the discretion of the presiding officer or a majority of the Committee, be barred from further addressing the Committee at the meeting. If such conduct thereafter continues so as to disrupt the orderly conduct of the public's business, the Chair shall order the person removed from the Committee's meeting location. Aggravated cases may be prosecuted on appropriate complaint signed by the Chair, a member of the Committee or any other authorized City representative. The members of Committee may, pursuant to Government Code section 54957.9, order the meeting room cleared and continue with the session when the orderly conduct of the meeting becomes unfeasible and order cannot be restored.

3.5 Standing Rules:

- 3.5.1 Quorum: At any meeting of the Committee, a quorum shall consist of more than half of the filled seats of the Committee. No action shall be taken in the absence of a quorum, except that those members present shall be entitled by motion to adjourn the meeting to another date.

3.5.2 Voting:

- 3.5.2.1. One Vote Per Member: The Chair, Vice Chair, and each Committee member shall be entitled to one vote.

- 3.5.2.2. Proxy Vote: No proxy votes are permitted.

- 3.5.2.3. Roll Call: A roll call shall be taken upon the passage of all resolutions. Such votes shall be recorded in the minutes of the proceedings of the Committee. Upon the request of any Committee member, a roll call vote shall be taken and recorded on any vote. Whenever a roll call vote is in order, the Recording Secretary shall call the names of the members in alphabetical order, except that the name of the

presiding officer shall be called last; provided, however, that when a voting light system is available, the simultaneous use of the voting light system shall serve as the roll call vote.

3.5.2.4. Disqualification and Abstention from Voting: Except as otherwise provided by law, no member of the Committee shall be permitted to abstain from voting unless such disqualification shall be identified as a legal conflict of interest mandating such disqualification, or by unanimous vote of the remainder of the Committee present. Unapproved disqualifications and abstentions shall be recorded by the Recording Secretary in the minutes as an affirmative vote.

3.5.2.5. Majority Vote: A majority vote of the members present shall be necessary for the recommendation of any proposed action, resolution, or other voting matter except where otherwise set forth in these Bylaws or controlling law.

3.5.2.6. Tie Votes: Tie votes shall be recorded as a failure of action to pass. A tie vote on a motion defeats the motion.

3.5.2.7. Absence from Meeting: Any member absent from a meeting shall not be allowed to vote on any matter discussed at that meeting (and continued to a subsequent meeting) until said member has watched/listened to the official recording of the meeting, reviewed the minutes, if prepared, and all correspondence pertaining to the subject, and discussed the matter with staff.

3.5.2.8. Silence Constitutes an Affirmative Vote: Unless a member of the Committee has been permitted to and abstains from voting, pursuant to section 3.2.5.4 above, such member's silence shall be recorded as an affirmative vote.

3.5.3 Signature:

3.5.3.1. Minutes: The minutes of each Committee meeting shall be signed by the officer presiding over the meeting at which the minutes are approved.

3.5.3.2. Other Documents: In all other matters, the Chair shall have the power to execute, verify or attest to documents on behalf of this Committee.

- 3.5.4 Procedural Questions: The presiding officer shall rule on all procedural questions.
- 3.5.5 Suspension of Rules: The Committee may suspend any of these rules by a unanimous vote of the members present to the extent that such suspension does not conflict with controlling state law.
- 3.5.6 Rules of Debate:
- 3.5.6.1. Presiding Officer May Debate and Vote: The presiding officer may move, second and debate from the Chair, subject only to such limitations of debate as are by these rules imposed on all members of the Committee, and shall not be deprived of any of the rights and privileges of a member of the Committee by reason of acting as the presiding officer.
- 3.5.6.2. Getting the Floor; Improper References to be Avoided: Every member of the Committee desiring to speak shall address the Chair, and upon recognition by the presiding officer, shall confine their remarks to the question under debate, avoiding all personalities and indecorous language.
- 3.5.6.3. Interruptions: A member of the Committee, once recognized, shall not be interrupted when speaking unless it be a call to order, or as herein otherwise provided. A member of the Committee called to order shall cease speaking until the question of order be determined, and if in order, shall be permitted to proceed.
- 3.5.6.4. Motion to Reconsider: A motion to reconsider any action taken by the Committee may be made only on the day such action was taken. Such motion must be made by one of the prevailing side but may be seconded by any member of the Committee and may be made at any time and have precedence over all other motions. It shall be debatable. Nothing herein shall be construed to prevent any member of the Committee from making or remaking the same or other motion at a subsequent meeting of the Committee.
- 3.5.6.5. When Remarks of Committee Members Entered in Minutes: A member of the Committee shall have the right, upon request to the presiding officer, to have an abstract of his or her statement on any subject under consideration by the Committee entered in the minutes. Such an abstract shall contain the statement of each other Committee member who addresses the subject at that time.

- 3.5.6.6. When Synopsis of Debate Entered in Minutes: The Recording Secretary may be directed by the presiding officer, with consent of the Committee, to enter in the minutes a synopsis of the discussion on any subject under consideration by the Committee.
- 3.5.6.7. Rules of Order: Except as otherwise provided in these Bylaws, Robert's Rules of Order, Newly Revised shall govern the conduct their scope of the Committee's powers and duties under these Bylaws.