

FOUNDATION FOR PLEASANT VALLEY RECREATION & PARKS

Conference Room

1605 E. Burnley Street, Camarillo, CA 93010

BOARD MEETING

AGENDA

Wednesday, October 8, 2025

5:30 PM

1. CALL TO ORDER

2. MEMBERS IN ATTENDANCE

3. AMENDMENTS TO THE AGENDA - This is the time and place to change the order of the agenda, delete any agenda item(s), or add any emergency agenda item(s).

4. PUBLIC COMMENT - In accordance with Government Code Section 54954.3, the Board reserves this time to hear from the public. If you would like to speak about an item on the agenda, we would prefer you complete a Speaker Card, give it to the Clerk of the Board, and wait until it comes up. If you would like to make comments about other areas not on this agenda, in accordance with California law, we will listen, note them, and bring them back up at a later date for discussion. Speakers will be allowed three minutes to address the Board.

5. CONSENT AGENDA - Matters listed under the Consent Agenda are considered routine and shall be acted upon without discussion and by one motion. If discussion is desired the item will be removed from the Consent Agenda for discussion and voted on as a separate item. If no discussion is desired, then the suggested action is for the Chair to request that a motion be made to approve the Consent Agenda.

A. Minutes for Board Meeting

Approval of minutes from August 13, 2025

B. Financial Report

Monthly financial report presented to the Board for information.

Approval of the financial report for July, August, and September 2025.

6. NEW ITEMS – DISCUSSION/ACTION

A. Board Shirts

Review of shirt options for approval on ordering.

B. Pup Pics for the Parks

Discuss hosting a booth at the Districts Howl-O-Ween event on Saturday, October 25th for fundraiser.

C. Fall Tabling

Review events for Fall and discuss tabling opportunities to set dates.

D. Technology/Laptop Discussion

Discussion of the potential purchase of a laptop for use during Foundation events, community tabling, and facilitating on-site purchases.

E. Amazing Race Planning

- I. Date scheduled for October 10, 2026
- II. Board to set time, location, and details of race

7. ORAL COMMUNICATION - Informal items from Board Members or staff not requiring action.

8. ADJOURNMENT

Note: Written materials related to these agenda items are available for public inspection in the Office of the Clerk of the Board located at 1605 E. Burnley Street, Camarillo during regular business hours beginning the day preceding the meeting.

Announcement: Should you need special assistance (i.e. a disability-related modification or accommodations) to participate in the Board meeting or other District activities (including receipt of an agenda in an appropriate alternative format), as outlined in the Americans With Disabilities Act, or require further information, please contact the General Manager, at 482-1996, extension 114. Please notify the General Manager 48 hours in advance to provide sufficient time to make a disability-related modification or reasonable accommodation.

FOUNDATION FOR PLEASANT VALLEY RECREATION & PARKS

Conference Room

1605 E. Burnley Street, Camarillo, CA 93010

REGULAR BOARD MEETING

MINUTES

Wednesday, August 13, 2025

5:30 PM

1. **CALL TO ORDER** - Meeting was called to order at 5:35 pm by Chair Brett DeCarlo.

MEMBERS IN ATTENDANCE - Board Member Julie Navarro, Board Member/General Manager Mary Otten, Board Member Brett DeCarlo, Board Member Ann DeMartini

ABSENT: Board Member Bev Dransfeldt,

PVRPD BOARD MEMBER – David Schlangen

STAFF - Justin Kiraly, Assistant General Manager PVRPD

2. **AMENDMENTS TO THE AGENDA**- None noted.
3. **PUBLIC COMMENT** – None.
4. **CONSENT AGENDA** - A motion was made by Board Member Ann DeMartini to approve the consent agenda subject to the correction that the July 2025 financial statements are not available for review. The motion was seconded by Board Member Mary Otten. The motion carried 4-0.

A. Minutes for Board Meeting- June 11, 2025

B. Monthly Financial Report – June 2025

C. End of Fiscal Year Financial Report - FYE June 30, 2025

6. NEW ITEMS – DISCUSSION/ACTION

A. Bank Account -Approval of opening a bank account at Ventura County Credit Union for Bingo revenue and expenses.

Upon motion of Director Ann DeMartini, seconded by Director Mary Otten, that the Foundation open a separate account with the aforementioned bank, in order to prudently separate funds related solely to the Bingo events. That the opening balance of the new account will be equal to the total fund balance held at the time of the bank transfer to the new account. The motion carried 4-0. At this time, Assistant General Manager Justin Kiraly departed the meeting and the meeting continued at 5:40 pm.

B. Strategic Planning - Revisit Differences of Foundation Versus District.

The board reviewed the table of differences between the Foundation and the District. The board collaboratively made some recommendations to update the table. The board determined that the table was in a final format. Upon motion of Director Brett DeCarlo and seconded by Director Mary Otten that this will be the final form to be communicated to the public via different mediums until updated. The motion carried 4-0.

C. Board Shirts - Review of shirt options for approval on ordering.

The Board reviewed different mock ups of t-shirt designs and polo shirt designs and provided feedback to be brought back to a future meeting to view a royal blue with white embroidery polo shirt and different graphics on the t-shirt and color options that do not collide with the District.

D. Pup Pics for the Parks - Discuss hosting a booth at the Districts Howl-O-Ween event on Saturday,

October 25th for a fundraiser. The board discussed options and were interested in having a tent at this event. No actionable items.

E. Fall Tabling - Review events for Fall and discuss tabling opportunities to set dates.

The board was not able to view the current list of events but noted that many opportunities exist during this time. The Board discussed a joint event possibility with the Sheriff Trunk or Treat. The Board discussed the Christmas event to take photos of dogs with the Grinch or a sleigh since the theme of the parade involves furry friends with paws. No actionable items.

F. Technology/Laptop Discussion - Discussion of the potential purchase of a laptop for use during Foundation events, community tabling, and facilitating on-site purchases.

The board discussed the possibility of purchasing a less expensive iPad to achieve the goals. Director Mary Otten will consult with the District Staff regarding the best options and bring this back for discussion and possible action.

G. Amazing Race Planning

I. Date scheduled for October 10, 2026

II. Board to set time, location, and details of race

Board member Ann DeMartini indicated that the limit should be having events spread among 5 different parks with one of the parks being the community center where the race will end with a dinner celebration and award ceremony. Careful consideration should be given to limit park staff overtime. Teams could be 2-4 people. The vision is to have a VIP cocktail area in the courtyard off of the auditorium for the event sponsors and top placing contestants. Live music will be included with other features.

The board is excited about this event. The theme is to feature each of the four pillars of the mission of the foundation at the outlying parks with the culmination of the missions ending at the community center. The “Why” of the foundation is the key message to educate the community. Director Mary Otten would like all the plans to be finalized by December 2025.

7. ORAL COMMUNICATION - None noted.

8. ADJOURNMENT Meeting was adjourned at 6:58 pm by Chair DeCarlo.

Respectfully submitted,

Ann DeMartini
Secretary

Approval,

Brett DeCarlo
Chair

Monthly Financial Report

Foundation for Pleasant Valley Recreation and Parks
For the period ended July 31, 2025



Prepared by

Justin Kiraly

Prepared on

October 3, 2025

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Statement of Activity Detail

July 2025

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
Ordinary Revenue/Expenditures							
Revenue							
Contributed income							
Fundraiser							
Bingo							
07/10/2025	Deposit			Deposit	VCCU Checking	380.50	380.50
07/10/2025	Deposit			Deposit	VCCU Checking	462.00	842.50
07/10/2025	Deposit			Deposit	VCCU Checking	627.50	1,470.00
07/31/2025	Deposit			Deposit	VCCU Checking	1,318.00	2,788.00
07/31/2025	Deposit			Deposit	VCCU Checking	487.50	3,275.50
Total for Bingo						\$3,275.50	
Total for Fundraiser						\$3,275.50	
In-Kind Donation							
07/10/2025	Deposit			Deposit	VCCU Checking	28.00	28.00
Total for In-Kind Donation						\$28.00	
Total for Contributed income						\$3,303.50	
Total for Revenue						\$3,303.50	

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
Expenditures							
Office expenses							
Software & apps							
07/06/2025	Expenditure		Intuit	Quickbooks BUSINESS DEBIT INTUIT QBOOKS ONLINE CLINTUITCO CA Date 070525 0 XXXXXXXX7109 0 5734 Card 08 0457	VCCU Checking	702.00	702.00
Total for Software & apps						\$702.00	
Total for Office expenses						\$702.00	
Supplies							
07/01/2025	Expenditure		Amazon	Amazon XXXXXXXX4721 AMAZONCOMN34YN5Z60 SEATTLE WA Card 08 0457	VCCU Checking	126.48	126.48
07/07/2025	Expenditure		Amazon	Amazon XXXXXXXX9337 AMAZONCOMNL6WO7481 SEATTLE WA Card 08 0457	VCCU Checking	86.85	213.33
07/07/2025	Expenditure		Amazon	Amazon XXXXXXXX8412 AMAZONCOMNL8YF4ZI0 SEATTLE WA Card 08 0457	VCCU Checking	115.71	329.04
07/11/2025	Expenditure		Amazon	Amazon XXXXXXXX0276 AMAZONCOMNR2B69G02 SEATTLE WA Card 08 0457	VCCU Checking	81.05	410.09

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
07/17/2025	Expenditure		Amazon	Amazon XXXXXXXX7848 AMAZONCOMSB9VO9Q13 SEATTLE WA Card 08 0457	VCCU Checking	21.43	431.52
				Vistaprint BUSINESS DEBIT VISTAPRINT XXXXXX4955 MA Date 071825 0			
07/20/2025	Expenditure		VistaPrint	XXXXXX9873 1 2741 Card 08 0457	VCCU Checking	133.99	565.51
Total for Supplies						\$565.51	

Uncategorized Expense

Fundraiser

Bingo

Supplies

07/02/2025	Expenditure		Amazon	Amazon XXXXXXXX5671 AMAZONCOMN31IJ7AQ1 SEATTLE WA Card 08 0457	VCCU Checking	39.99	39.99
				#00000002275 AMAZON.COM*N34Q68B60 SEATTLE WA Card 08			
07/04/2025	Expenditure		Amazon	#0457 BUSINESS DEBIT SMALL TOYS JACKPOT BUSINESS DEBIT SMALL TOYS JACKPOTBINGO MADISON HEIG MI Date 071525 0 XXXXXX9237 0 5399 Card 08 0457	VCCU Checking	42.76	82.75
07/16/2025	Expenditure				VCCU Checking	287.35	370.10

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
07/18/2025	Check	1183		CHECK 1183 BUSINESS DEBIT SMALL TOYS JACKPOT BUSINESS DEBIT SMALL TOYS JACKPOTBINGO MADISON HEIG MI Date 071825 0 XXXXXXXX9147 0 5399	VCCU Checking	142.64	512.74
07/20/2025	Expenditure			Card 08 0457 Amazon XXXXXXXX4657 AMAZONCOM0H9HR7Q23	VCCU Checking	171.99	684.73
07/23/2025	Expenditure		Amazon	SEATTLE WA Card 08 0457	VCCU Checking	34.90	719.63
07/28/2025	Check	1184		CHECK 1184	VCCU Checking	77.35	796.98
Total for Supplies						\$796.98	
Total for Bingo						\$796.98	
Total for Fundraiser						\$796.98	
Total for Uncategorized Expense						\$796.98	
Total for Expenditures						\$2,064.49	
Net Ordinary Revenue						\$1,239.01	
Other Revenue/Expenditure							
Other Revenue							
Interest Earned							
07/01/2025	Deposit		VCCU	Interest Earned	VCCU Savings	0.01	0.01

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
07/01/2025	Deposit		VCCU	Interest Earned	VCCU Money Market	51.58	51.59
Total for Interest Earned							\$51.59
Total for Other Revenue							\$51.59
Net Other Revenue							\$51.59
Net Revenue							\$1,290.60

Statement of Financial Position

As of July 31, 2025

		Total
ASSETS		
Current Assets		
Bank Accounts		
VCCU Checking		9,354.48
VCCU Money Market		69,778.40
VCCU Savings		107.13
Total Bank Accounts		79,240.01
Total Current Assets		79,240.01
TOTAL ASSETS		\$79,240.01
LIABILITIES AND EQUITY		
Liabilities		
Total Liabilities		
Equity		
Opening balance equity		100,519.45
Retained Earnings		-22,570.04
Net Revenue		1,290.60
Total Equity		79,240.01
TOTAL LIABILITIES AND EQUITY		\$79,240.01

Monthly Financial Report

Foundation for Pleasant Valley Recreation and Parks
For the period ended August 31, 2025



Prepared by

Justin Kiraly

Prepared on

October 3, 2025

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Statement of Activity Detail

August 2025

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
Ordinary Revenue/Expenditures							
Revenue							
Contributed income							
Fundraiser							
Bingo							
08/04/2025	Deposit			Deposit	VCCU Checking	527.00	527.00
08/18/2025	Deposit			Deposit	VCCU Checking	487.00	1,014.00
08/18/2025	Deposit			Deposit	VCCU Checking	378.50	1,392.50
08/18/2025	Deposit			Deposit	VCCU Checking	234.50	1,627.00
Total for Bingo						\$1,627.00	
Total for Fundraiser						\$1,627.00	
In-Kind Donation							
08/04/2025	Deposit			Deposit by Check Check 10295 Deposit by Check Check Received 10295	VCCU Checking	102.95	102.95
08/04/2025	Deposit			Deposit	VCCU Checking	8.00	110.95
Total for In-Kind Donation						\$110.95	
Total for Contributed income						\$1,737.95	

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
Total for Revenue							\$1,737.95
Expenditures							
Office expenses							
Software & apps							
				BUSINESS DEBIT			
				GOOGLE GSUITE PVR			
				BUSINESS DEBIT			
				GOOGLE GSUITE			
				PVRPFOU XXXXXX0000			
				CA Date 080125 0			
				XXXXXXXX1069 0 4816			
08/03/2025	Expenditure		Google	Card 08 0457	VCCU Checking	5.95	5.95
Total for Software & apps							\$5.95
Total for Office expenses							\$5.95
Uncategorized Expense							
Dedication							
Bench							
08/19/2025	Check	1186	Kirby Built	CHECK 1186	VCCU Checking	1,155.05	1,155.05
Total for Bench							\$1,155.05
Tree							
08/28/2025	Check	1188	Performance Nursery	CHECK 1188	VCCU Checking	69.71	69.71
Total for Tree							\$69.71

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
Total for Dedication							\$1,224.76
Fundraiser							
Bingo							
Supplies							
08/08/2025	Expenditure		Smart & Final	Smart Final XXXXXXXX7498 SMART AND FINAL 400 389 ARNEIL ROAD CAMARILLO CA Card 08 0457	VCCU Checking	166.01	166.01
08/12/2025	Check	1185		CHECK 1185	VCCU Checking	273.60	439.61
08/19/2025	Check	1187		CHECK 1187	VCCU Checking	273.60	713.21
08/29/2025	Expenditure		Amazon	Amazon XXXXXXXX8519 AMAZONCOM5F1IU6G93 SEATTLE WA Card 08 0457	VCCU Checking	147.66	860.87
08/31/2025	Expenditure			BUSINESS DEBIT SMALLTOYS JACKPOT BUSINESS DEBIT SMALLTOYS JACKPOTBINGO MADISON HEIG MI Date 082925 0 XXXXXXXX3707 1 5399 Card 08 0457	VCCU Checking	322.28	1,183.15

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
				BUSINESS DEBIT			
				SMALLTOYS JACKPOT			
				BUSINESS DEBIT			
				SMALLTOYS			
				JACKPOTBINGO			
				MADISON HEIG MI Date			
				082925 0			
08/31/2025	Expenditure			XXXXXXXX2254 2 5399			
				Card 08 0457	VCCU Checking	59.09	1,242.24
Total for Supplies							
Total for Bingo							
Total for Fundraiser							
Total for Uncategorized Expense							
Total for Expenditures							
Net Ordinary Revenue							
Other Revenue/Expenditure							
Other Revenue							
Interest Earned							
				Interest Income Tiered			
				Rate APY Earned 011			
08/01/2025	Deposit			070125 to 073125	VCCU Savings	0.01	0.01
				Interest Income Tiered			
				Rate APY Earned 090			
08/01/2025	Deposit			070125 to 073125	VCCU Money Market	53.34	53.35

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
	Total for Interest Earned					\$53.35	
	Total for Other Revenue					\$53.35	
	Net Other Revenue					\$53.35	
	Net Revenue					\$ -681.65	

Statement of Financial Position

As of August 31, 2025

		Total
ASSETS		
Current Assets		
Bank Accounts		
VCCU Checking		8,619.48
VCCU Money Market		69,831.74
VCCU Savings		107.14
Total Bank Accounts		78,558.36
Total Current Assets		78,558.36
TOTAL ASSETS		\$78,558.36
LIABILITIES AND EQUITY		
Liabilities		
Total Liabilities		
Equity		
Opening balance equity		100,519.45
Retained Earnings		-22,570.04
Net Revenue		608.95
Total Equity		78,558.36
TOTAL LIABILITIES AND EQUITY		\$78,558.36

Monthly Financial Report

Foundation for Pleasant Valley Recreation and Parks
For the period ended September 30, 2025



Prepared by

Justin Kiraly

Prepared on

October 3, 2025

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Statement of Activity Detail

September 2025

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
Ordinary Revenue/Expenditures							
Revenue							
Contributed income							
Fundraiser							
Bingo							
09/05/2025	Deposit			Deposit	VCCU Checking	548.50	548.50
09/05/2025	Deposit			Deposit	VCCU Checking	0.50	549.00
09/05/2025	Deposit			Deposit	VCCU Checking	490.00	1,039.00
09/05/2025	Deposit			Deposit	VCCU Checking	499.00	1,538.00
09/19/2025	Deposit			Deposit	VCCU Checking	1,102.50	2,640.50
09/19/2025	Deposit			Deposit	VCCU Checking	420.00	3,060.50
09/19/2025	Deposit			Deposit	VCCU Checking	20.50	3,081.00
09/26/2025	Deposit			Deposit	VCCU Checking	570.00	3,651.00
09/26/2025	Deposit			Deposit	VCCU Checking	441.50	4,092.50
Total for Bingo						\$4,092.50	
Total for Fundraiser						\$4,092.50	
In-Kind Donation							

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
09/05/2025	Deposit			Deposit by Check Check 3000 Deposit by Check Check Received 3000	VCCU Checking	30.00	30.00
09/19/2025	Deposit			Deposit by Check Check Received Deposit by Check Check Received 13218	VCCU Checking	132.18	162.18
Total for In-Kind Donation						\$162.18	
Total for Contributed Income						\$4,254.68	
Sales							
Dedications							
Bench							
09/10/2025	Pledge	1081	Ginger De La Torre	Three Boards	Accounts Receivable (A/R)	1,890.00	1,890.00
Total for Bench						\$1,890.00	
Total for Dedications						\$1,890.00	
Total for Sales						\$1,890.00	
Total for Revenue						\$6,144.68	
Expenditures							
Contract & professional fees							
Legal fees							

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
Bingo License							
09/29/2025	Check	1189		CHECK 1189	VCCU Checking	50.00	50.00
Total for Bingo License						\$50.00	
Total for Legal fees						\$50.00	
Total for Contract & professional fees						\$50.00	
Office expenses							
Software & apps							
BUSINESS DEBIT							
GOOGLE GSUITE PVR							
BUSINESS DEBIT							
GOOGLE GSUITE							
PVRPFOU XXXXXX0000							
CA Date 090125 0							
XXXXXXXX9803 0 7399							
09/02/2025	Expenditure		Google	Card 08 0457	VCCU Checking	5.95	5.95
Total for Software & apps						\$5.95	
Total for Office expenses						\$5.95	
QuickBooks Payments Fees							
System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.							
09/12/2025	Expenditure		QuickBooks Payments		VCCU Checking	56.51	56.51

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
Total for QuickBooks Payments Fees							
Uncategorized Expense							
Fundraiser							
Bingo							
Supplies							
BUSINESS DEBIT							
SMART AND FINAL 4							
BUSINESS DEBIT							
SMART AND FINAL 400							
CAMARILLO CA Date							
090525 0							
XXXXXXXX2440 2 5411							
09/07/2025	Expenditure		Smart & Final	Card 08 0457	VCCU Checking	62.64	62.64
BUSINESS DEBIT							
SMART AND FINAL 4							
BUSINESS DEBIT							
SMART AND FINAL 400							
CAMARILLO CA Date							
091725 0							
XXXXXXXX2503 0 5411							
09/18/2025	Expenditure		Smart & Final	Card 08 0457	VCCU Checking	87.34	149.98

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
09/28/2025	Expenditure			BUSINESS DEBIT SMALLTOYS JACKPOT BUSINESS DEBIT SMALLTOYS JACKPOTBINGO MADISON HEIG MI Date 092625 0 XXXXXXXX9644 1 5399 Card 08 0457	VCCU Checking	346.81	496.79
Total for Supplies							\$496.79
Total for Bingo							\$496.79
Total for Fundraiser							\$496.79
Total for Uncategorized Expense							\$496.79
Total for Expenditures							\$609.25
Net Ordinary Revenue							\$5,535.43
Other Revenue/Expenditure							
Other Revenue							
Interest Earned							
09/01/2025	Deposit			Interest Income Tiered Rate APY Earned 011 080125 to 083125	VCCU Savings	0.01	0.01
09/01/2025	Deposit			Interest Income Tiered Rate APY Earned 090 080125 to 083125	VCCU Money Market	53.38	53.39

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
	Total for Interest Earned					\$53.39	
	Total for Other Revenue					\$53.39	
	Net Other Revenue					\$53.39	
	Net Revenue					\$5,588.82	

Statement of Financial Position

As of September 30, 2025

		Total
ASSETS		
Current Assets		
Bank Accounts		
VCCU Checking		14,154.91
VCCU Money Market		69,885.12
VCCU Savings		107.15
Total Bank Accounts		84,147.18
Total Current Assets		84,147.18
TOTAL ASSETS		\$84,147.18
LIABILITIES AND EQUITY		
Liabilities		
Total Liabilities		
Equity		
Opening balance equity		100,519.45
Retained Earnings		-22,570.04
Net Revenue		6,197.77
Total Equity		84,147.18
TOTAL LIABILITIES AND EQUITY		\$84,147.18















