

**FOUNDATION FOR PLEASANT VALLEY RECREATION & PARKS**

**Conference Room  
1605 E. Burnley Street, Camarillo, CA 93010**

**BOARD MEETING**

**AGENDA**

**Wednesday, November 12, 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 October 8, 2025

**B. Financial Report**

Monthly financial report presented to the Board for information.

Approval of the financial report for October 2025.

**6. NEW ITEMS – DISCUSSION/ACTION**

**A. New Meeting Time**

Discussion to move from the second Wednesday of the month to the third Wednesday of the month.

**B. Amazing Race Planning**

I. Date scheduled for October 3, 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, October 8, 2025**

**5:30 PM**

1. **CALL TO ORDER** - Meeting was called to order at 5:30 pm by Chair Brett DeCarlo.

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

**ABSENT:**None

**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 Mary Otten to approve the consent agenda. The motion was seconded by Board Member Julie Navarro. The motion carried 5-0.

**A. Minutes for Board Meeting- August 13, 2025**

**B. Monthly Financial Report – July, August, and September 2025**

*At this time, Justin Kiraly, Assistant General Manager PVRPD departed the meeting at 5:32 pm and the meeting continued.*

**6. NEW ITEMS – DISCUSSION/ACTION**

**A. Board Shirts** -Approval of Polo and T-Shirt colors as presented via alternatives that do not match the Park District colors. After discussion.

Upon motion of Director Mary Otten, seconded by Director Bev Dransfeldt and passed unanimously to select the grey polo with orange embroidered logo. The motion carried 5-0.

Upon motion of Director Ann DeMartini, seconded by Director Julie Navarro to select the dark grey style T-shirt as presented. The motion carried 5-0.

**B. Pup Picks for the Parks** - The event is at Mission Oaks Park on October 25, 2025 from 10 am to 1 pm. The Board discussed attending subject to availability and logistics. Further research on the event was warranted.

**C. Fall Tabling** - The Board reviewed upcoming events in October 2025. The limited amount of Board members available is a concern as the Board is small and a base of volunteers has not been established at this time. Board members would like to staff the District's Halloween event on October 29, 2025 from 5:30 pm to 8 pm.

**D. Amazing Race Planning** - Event Chair Director DeMartini indicated that she would like to change the date to October 3, 2025 as another event that came up coinciding with the date. The Board agreed and indicated that this is the last time that the date will be changed.

**G. Amazing Race Planning**

**I. Date scheduled for October 3, 2026**

**II. Board to set time, location, and details of race - Details are still being evaluated.**

Board member Ann DeMartini presented a planning document to the Board. The Board asked that she share the document via Google Drive with all the members for comment after the meeting.

**7. ORAL COMMUNICATION** - David Schlangen, PVRPD District Board Member, reminded all that the Meadowlark Service League will be taking grant applications in mid November and to be on the lookout for the application. We should decide what to ask for in the November meeting.

**8. ADJOURNMENT** Meeting was adjourned at 7:01 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 October 31, 2025



Prepared by

**Nicholas Castro**

Prepared on

**November 5, 2025**

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# Statement of Activity Detail

October 2025

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
Ordinary Revenue/Expenditures							
Revenue							
Contributed income							
Fundraiser							
Bingo							
10/17/2025	Deposit			Deposit	VCCU Checking	475.00	475.00
10/17/2025	Deposit			Deposit	VCCU Checking	603.00	1,078.00
10/17/2025	Deposit			Deposit	VCCU Checking	899.00	1,977.00
Total for Bingo						\$1,977.00	
Total for Fundraiser						\$1,977.00	
Total for Contributed income						\$1,977.00	
Total for Revenue						\$1,977.00	
Expenditures							
Advertising & marketing							
Non-Branded Promotional Items							

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
10/19/2025	Expenditure		Smart & Final	BUSINESS DEBIT SMART AND FINAL 4 BUSINESS DEBIT SMART AND FINAL 400 CAMARILLO CA Date 101725 0 6032 2 5411 Card 08 0457	VCCU Checking	50.97	50.97
<b>Total for Non-Branded Promotional Items</b>						<b>\$50.97</b>	
<b>Promotional Items</b>							
10/12/2025	Expenditure		VistaPrint	Vistaprint BUSINESS DEBIT VISTAPRINT 4955 MA Date 101025 0 6886 1 2741 Card 08 0457	VCCU Checking	255.24	255.24
<b>Total for Promotional Items</b>						<b>\$255.24</b>	
<b>Total for Advertising &amp; marketing</b>						<b>\$306.21</b>	
<b>Office expenses</b>							
<b>Memberships &amp; subscriptions</b>							
10/19/2025	Expenditure		CLU Nonprofit Leadership	BUSINESS DEBIT CLU CTR NP LEADER BUSINESS DEBIT CLU CTR NP LEADERSHIP THOUSAND OAK CA Date 101825 0 6302 0 8220 Card 08 0457	VCCU Checking	350.00	350.00
<b>Total for Memberships &amp; subscriptions</b>						<b>\$350.00</b>	



Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
<b>Software &amp; apps</b>							
10/01/2025	Expenditure		Wix	BUSINESS DEBIT WIXCOM XXXXXX9903 BUSINESS DEBIT WIXCOM XXXXXX9034 CA Date 100125 0 XXXXXX3332 0 7372 Card 08 0457	VCCU Checking	846.00	846.00
10/02/2025	Expenditure		Google	BUSINESS DEBIT GOOGLE GSUITE PVR BUSINESS DEBIT GOOGLE GSUITE PVRPFOU XXXXXX0000 CA Date 100125 0 XXXXXX8407 0 4816 Card 08 0457	VCCU Checking	5.95	851.95
<b>Total for Software &amp; apps</b>						<b>\$851.95</b>	
<b>Total for Office expenses</b>						<b>\$1,201.95</b>	
<b>Uncategorized Expense</b>							
<b>Fundraiser</b>							
<b>Bingo</b>							
<b>Rent</b>							

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
				BUSINESS DEBIT PAYPLEASANT VALLE BUSINESS DEBIT PAYPLEASANT VALLEY RE CAMARILLO CA Date 102825 0 XXXXXXX3452 0 7999 Card 08 0457			
10/29/2025	Expenditure		Pleasant Valley Recreation & Parks District		VCCU Checking	1,200.00	1,200.00
<b>Total for Rent</b>						<b>\$1,200.00</b>	
<b>Supplies</b>							
				Smart Final BUSINESS DEBIT SMART AND FINAL 400 CAMARILLO CA Date 100225 0 3912 0 5411 Card 08 0457			
10/03/2025	Expenditure		Smart & Final		VCCU Checking	22.96	22.96
10/28/2025	Check	1190	Bingo West	CHECK 1190 XXXXXXXXX0666 AMAZONCOMN47HI7Y30 XXXXXXXXX0666 AMAZONCOMN47HI7Y30 SEATTLE WA Card 08 0457	VCCU Checking	801.16	824.12
10/29/2025	Expenditure		Amazon		VCCU Checking	85.60	909.72

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
				BUSINESS DEBIT SMALLTOYS JACKPOT BUSINESS DEBIT SMALLTOYS JACKPOTBINGO MADISON HEIG MI Date 102825 0 XXXXXX0652 0 5399			
10/29/2025	Expenditure		Jackpot Bingo Supplies	Card 08 0457	VCCU Checking	283.10	1,192.82
Total for Supplies						\$1,192.82	
Total for Bingo						\$2,392.82	
Total for Fundraiser						\$2,392.82	
Total for Uncategorized Expense						\$2,392.82	
Total for Expenditures						\$3,900.98	
Net Ordinary Revenue						\$ -1,923.98	
Other Revenue/Expenditure							
Other Revenue							
Interest Earned							
				Tiered Rate APY Earned 011 0901 Tiered Rate APY Earned 011 090125 to 093025			
10/01/2025	Deposit				VCCU Savings	0.01	0.01

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
10/01/2025	Deposit			Tiered Rate APY Earned 090 0901 Tiered Rate APY Earned 090 090125 to 093025	VCCU Money Market	51.70	51.71
<b>Total for Interest Earned</b>						<b>\$51.71</b>	
<b>Total for Other Revenue</b>						<b>\$51.71</b>	
<b>Net Other Revenue</b>						<b>\$51.71</b>	
<b>Net Revenue</b>						<b>\$ -1,872.27</b>	

# Statement of Financial Position

As of October 31, 2025

		Total
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Bank Accounts</b>		
Bingo Account		19,443.58
VCCU Checking		12,230.93
VCCU Money Market		50,493.24
VCCU Savings		107.16
<b>Total Bank Accounts</b>		<b>82,274.91</b>
<b>Total Current Assets</b>		<b>82,274.91</b>
<b>TOTAL ASSETS</b>		<b>\$82,274.91</b>
<b>LIABILITIES AND EQUITY</b>		
<b>Liabilities</b>		
<b>Total Liabilities</b>		
<b>Equity</b>		
Opening balance equity		100,519.45
Retained Earnings		-22,570.04
Net Revenue		4,325.50
<b>Total Equity</b>		<b>82,274.91</b>
<b>TOTAL LIABILITIES AND EQUITY</b>		<b>\$82,274.91</b>