

**PLEASANT VALLEY RECREATION AND PARK DISTRICT**

**Conference Room**

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

**FOUNDATION FOR PLEASANT VALLEY  
RECREATION & PARKS**

**REGULAR BOARD MEETING**

**AGENDA**

**Wednesday, September 11, 2024**

**5:30 PM**

- 1. CALL TO ORDER**
- 2. MEMBERS IN ATTENDANCE**
- 3. APPROVAL OF AGENDA-** Motion to approve
- 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 14, 2024

Pg.1-2

**B. Monthly Financial Report**

Monthly financial report presented to the Board for information.

Pg.3-9

Approval of the financial report for August 2024.

**6. NEW ITEMS – DISCUSSION/ACTION**

**A. Event Committee Updates**

I. Party for the Parks, September 27, 2024

- a. Ticket sales
- b. Purchase of table by board members
- c. Sponsors
- d. Opportunity prizes
- e. Event schedule

II. Games Galore for Adults, February 8, 2025

- a. Event committee to receive recommendations from the board to begin planning.

**B. Cornhole Tournament Proceeds**

Board to revisit discussion on allocating use of cornhole tournament proceeds of \$1,298.78.

- I. Drinking fountain for Aquatic Center
- II. Outdoor concrete game

**C. Summer Palooza**

Update from the District on next year's event

**D. Strategic Planning**

- I. Review updated logos for rebranding presented by Board Member Brett DeCarlo.

**E. 10-year Anniversary**

November 25, 2024

- I. Board to discussion a celebration or recognizing anniversary

**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.

**PLEASANT VALLEY RECREATION AND PARK DISTRICT**

**Conference Room**

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

**FOUNDATION FOR PLEASANT VALLEY  
RECREATION & PARKS**

**REGULAR BOARD MEETING**

**MINUTES**

**Wednesday, August 14, 2024**

**5:30 PM**

1. **CALL TO ORDER** - Meeting was called to order at 5:31pm by Vice-Chair Julie Navarro.

2. **MEMBERS IN ATTENDANCE** - Board Member Julie Navarro, Board Member Bev Dransfeldt, Board Member Jodie Peña, Board Member Ann DeMartini, Board Member Brett DeCarlo

**ABSENT:** Board Member/General Manager Mary Otten

**STAFF:** Board Liaison Kaleen Gage

3. **APPROVAL OF AGENDA**- A motion was made by Board Member Peña to approve the agenda and seconded by Board Member DeMartini. The motion carried 5-0.

4. **PUBLIC COMMENT** – Mary and Lou Kennedy were present, but no public comment was made.

5. **CONSENT AGENDA** - A motion was made by Board Member DeMartini to approve the Consent Agenda and seconded by Board Member DeCarlo. The motion carried 5-0.

A. **Minutes – June 12, 2024, and July 10, 2024**

B. **Monthly Financial Report – July 2024**

6. **NEW ITEMS – DISCUSSION/ACTION**

A. **FY24-25 Budget** – A motion was made by Board Member DeMartini to approve the FY24-25 budget with the promo items budget adjusted to \$1000 and seconded by Board Member DeCarlo. The motion carried 5-0.

B. **Strategic Planning**

I. Board Member DeCarlo presented updated logos for rebranding which will be further refined based off feedback.

II. The board matrix was reviewed in addition to the board member application. The Board agreed to table discussion of the application to a future meeting.

C. **Cornhole Tournament Proceeds**

I. The Board tabled discussion of allocating the \$1,298.78 Cornhole Tournament proceeds.

II. The Board reviewed District needs options and will discuss further at the next meeting.

D. **Donation for Nature Education Center** – A motion was made by Board Member DeMartini to apply the \$200 Nature Education Center donation received from Camarillo Amber's Light Lions Club and additional funds from the Foundation general

fund for purchase of a display case and seconded by Board Member Peña. The motion carried 5-0.

**E. Event Committee Updates** - Board Liaison, Kaleen Gage, presented updates on the 2024 fundraisers:

- I. Party for the Parks, September 27, 2024 – the Board received updates on and discussed:
  - a. Budget/costs
  - b. Board members purchase of tables
  - c. Sponsors and levels
  - d. Opportunity prizes – Board Members to secure 3-5 donations/items.
- II. Games Galore for Adults, February 8, 2025
  - a. The Board was updated on the Aces & Eights Casino Nights tables and Board Liaison Gage will be requesting a refund on the tables on the Board's behalf.
  - b. The Board reviewed costs for the following games: axe throwing, lazer tag, and mini golf.
  - c. The option of a Lazertag Axetreme fundraiser was raised as an alternative to the Games Galore event.

**7. ORAL COMMUNICATION** – Board Liaison Gage shared that the Blender's fundraiser held on August 7, 2024, raised \$66.65. The Mister Softee fundraiser held on July 5, 2024, raised \$62.74.

**8. ADJOURNMENT** - Meeting was adjourned at 7:05pm by Vice-Chair Navarro.

**Respectfully submitted,**

**Approval,**

**Bev Dransfeldt**  
**Secretary**

**Julie Navarro**  
**Vice-Chair**

# Management Report

Foundation for Pleasant Valley Recreation and Parks  
For the period ended August 31, 2024



Prepared on  
September 6, 2024

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# Statement of Activity Detail

August 2024

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
<b>Ordinary Revenue/Expenditures</b>							
<b>Revenue</b>							
<b>Contributed income</b>							
<b>Fundraiser</b>							
<b>Party for the Parks</b>							
<b>Tickets</b>							
08/09/2024	Deposit		Bev Dransfeldt	Table Purchase for Party for the Parks 2024	VCCU Checking	880.01	880.01
08/20/2024	Deposit			Tickets for Party for the Parks 2024	VCCU Checking	248.21	1,128.22
08/23/2024	Deposit			Tickets for Party for the Parks	VCCU Checking	124.10	1,252.32
08/26/2024	Deposit			Tickets for Party for the Parks	VCCU Checking	23.84	1,276.16
08/28/2024	Deposit			Tickets for Party for the Parks	VCCU Checking	248.21	1,524.37
08/29/2024	Deposit			Tickets for Party for the Parks 2024	VCCU Checking	363.52	1,887.89
<b>Total for Tickets</b>						<b>\$1,887.89</b>	
<b>Total for Party for the Parks</b>						<b>\$1,887.89</b>	
<b>Restaurant Fundraiser</b>							

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
08/20/2024	Deposit		Blvd. Burger	Fundraiser Proceeds	VCCU Checking	59.03	59.03
08/20/2024	Deposit		Mister Softee	Proceeds	VCCU Checking	62.74	121.77
<b>Total for Restaurant Fundraiser</b>						<b>\$121.77</b>	
<b>Total for Fundraiser</b>						<b>\$2,009.66</b>	
<b>Total for Contributed income</b>						<b>\$2,009.66</b>	
<b>Services</b>							
08/27/2024	Pledge	1065	Visit Camarillo	Sponsorship	Accounts Receivable (A/R)	2,500.00	2,500.00
<b>Total for Services</b>						<b>\$2,500.00</b>	
<b>Total for Revenue</b>						<b>\$4,509.66</b>	
<b>Expenditures</b>							
<b>Uncategorized Expense</b>							
<b>Fundraiser</b>							
<b>Party for the Parks</b>							
<b>Entertainment</b>							
08/04/2024	Expenditure		Best Hollywood DJ	DJ Deposit for Party for Parks 2024	VCCU Checking	386.25	386.25
<b>Total for Entertainment</b>						<b>\$386.25</b>	
<b>Other Supplies</b>							



Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
08/06/2024	Expenditure		VistaPrint	Invites for Party for the Parks 2024	VCCU Checking	237.00	237.00
08/15/2024	Expenditure		USPS	Invite Postage for Party for the Parks 2024	VCCU Checking	292.00	529.00
<b>Total for Other Supplies</b>							<b>\$529.00</b>
<b>Rentals</b>							
08/19/2024	Check	1161	Affordable Tables and Chairs	Rentals Deposit for Party for the Parks 2024	VCCU Checking	904.50	904.50
<b>Total for Rentals</b>							<b>\$904.50</b>
<b>Total for Party for the Parks</b>							<b>\$1,819.75</b>
<b>Total for Fundraiser</b>							<b>\$1,819.75</b>
<b>Total for Uncategorized Expense</b>							<b>\$1,819.75</b>
<b>Total for Expenditures</b>							<b>\$1,819.75</b>
<b>Net Ordinary Revenue</b>							<b>\$2,689.91</b>
<b>Other Revenue/Expenditure</b>							
<b>Other Revenue</b>							
<b>Interest Earned</b>							
08/01/2024	Deposit		Ventura County Credit Union	Interest Rate Earned	VCCU Money Market	47.40	47.40
08/01/2024	Deposit		Ventura County Credit Union	Interest Earned	VCCU Savings	0.01	47.41

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
	Total for Interest Earned					\$47.41	
	Total for Other Revenue					\$47.41	
	Net Other Revenue					\$47.41	
	Net Revenue					\$2,737.32	

# Statement of Financial Position

As of August 31, 2024

	<b>Total</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
VCCU Checking	8,311.63
VCCU Money Market	62,053.78
VCCU Savings	107.02
<b>Total Bank Accounts</b>	<b>70,472.43</b>
<b>Accounts Receivable</b>	
Accounts Receivable (A/R)	2,500.00
<b>Total Accounts Receivable</b>	<b>2,500.00</b>
<b>Total Current Assets</b>	<b>72,972.43</b>
<b>Fixed Assets</b>	
Improvements	
Inclusive Park Equipment Fund	-2,500.00
<b>Total Improvements</b>	<b>-2,500.00</b>
<b>Total Fixed Assets</b>	<b>-2,500.00</b>
<b>TOTAL ASSETS</b>	<b>\$70,472.43</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Total Liabilities</b>	
<b>Equity</b>	
Opening balance equity	100,519.45
Retained Earnings	-32,660.86
Net Revenue	2,613.84
<b>Total Equity</b>	<b>70,472.43</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$70,472.43</b>