

**PLEASANT VALLEY RECREATION & PARK DISTRICT  
CITY OF CAMARILLO, CITY HALL COUNCIL CHAMBERS  
601 CARMEN DR., CAMARILLO, CALIFORNIA**

**BOARD OF DIRECTORS  
REGULAR MEETING AGENDA  
September 2, 2020**

**This meeting will be conducted pursuant to the provisions of the Governor's Executive Orders N-25-20 and N-29-20 and the order of the Ventura County Public Health Officer issued March 20, 2020 (Stay Well at Home)**

**In order to minimize the spread of COVID-19, the Council Chambers will not be open to the public. To observe and/or participate in the Board meeting from the comfort of your home or other Stay Well at Home-compliant location:**

- 1. You may observe the PVPRD Board meeting via live broadcast on the Local Government Channels – Spectrum Channel 10 and Frontier Channel 29.**
- 2. Public Comment options:**
  - a. Email – If you wish to make a comment on a specific agenda item, please submit your comment via email by 3:00 pm on Wednesday, September 2, 2020 to the Recording Board Secretary at [kroberts@pvrrpd.org](mailto:kroberts@pvrrpd.org). The Recording Board Secretary will print your email, distribute copies to all Board members prior to the meeting and the Chair will read the emailed comments aloud.**
  - b. Phone – You may call the PVRPD office at 805-482-1996, ext. #101 by 3:00 pm on Wednesday, September 2, 2020 and provide your name, your phone number and your item of interest. Board staff will call you on September 2 during the time for general Public Comments which is usually around 6:05 pm or at the appropriate time for a comment pertaining to a specific agenda item to allow you to state your comments.**

**5:00 P.M.**

**CLOSED SESSION**

**1. CALL TO ORDER**

**A. Recess to Closed Session**

**B. Closed Session**

**1) Conference with Legal Counsel – Anticipated Litigation** - The Board will conduct a closed session, pursuant to Government Code sections 54956.9(d)(2) and (d)(3), to consider the claim of Andrew Peralta. The claim is available for inspection pursuant to Government Code sec. 54957.5.

**2) Conference with Legal Counsel – Litigation**

The District Board will conduct a closed session, pursuant to Government Code section 54956.9(d)(2), to confer with legal counsel; there is a significant exposure to litigation in one case.

**C. Reconvene into Regular Meeting**

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #663

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. AMENDMENTS TO THE AGENDA** - This is the time and place to change the order of the agenda, delete, or add any agenda item(s) and to remove any consent agenda items for discussion.

**5. PRESENTATIONS**

**A. District Highlights**

**6. 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 make comments about a matter within the Board's subject matter jurisdiction but not specifically on this agenda, in accordance with California law, the Board will listen, note the comments, and may bring the comments back up at a later date as an agenda item for discussion. Speakers will be allowed three minutes to address the Board. (Please note the options available to provide public comment listed above for this meeting.)

**7. 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 Special Board Meeting of June 29, 2020 and Regular Board Meeting of July 1, 2020 and Special Board Meeting of July 1, 2020**

Approval receives and files minutes.

**B. Warrants, Accounts Payable & Payroll**

District's disbursements dated on or before August 21, 2020.

**C. Financial Reports**

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for June and July 2020.

**D. Community Service Organization Report and Annual Approval**

Consideration of Camarillo American Youth Soccer Organization Region 68 (AYSO), Camarillo Eagles Soccer Club, Camarillo Cougars Football Club, Camarillo PONY Baseball Association, and Pleasant Valley Swim Team.

**E. Consideration and Adoption of Resolution No. 658 Declaring Designated District Restrooms be Kept Open Anytime a Local or Federal Incident that Affects Ventura County is Declared**

Adoption of this resolution will allow the District to be responsive to the potential shortfalls which may arise such as a lack of available public restrooms for the working community during a local emergency.

**F. Consideration and Approval of Change in Cell Tower Lessee at 5901 Mission Oaks**

New Cingular Wireless PCS, LLC has informed the District of their intention to assign its interests in the lease to Octagon Towers, LLC. per the Board authorization of the execution of an estoppel certificate and ground consent form provided by Thompson Hine LLP.

**G. Adoption of Resolution No. 659 Amending the Bylaws for the Pleasant Valley Recreation and Park District Board**

Resolution 583, adopted in January 2018, still limits the total amount each Director can receive per month to \$500.

**8. NEW ITEMS – DISCUSSION/ACTION**

**A. Consideration and Approval of a Professional Services Agreement with Withers and Sandgren, Ltd. for the Creation of Construction Documents Enabling the Phased Completion of the Arneill Ranch Park Renovation Project**

Due to the need for renovation of the park, staff is presenting a portion of the project to be funded using Quimby fees, so that the District can implement the project as designed in a phased process.

Suggested Action: A MOTION to Approve and authorize the General Manager to enter into a professional services agreement with Withers & Sandgren, Ltd. for the planning and creation of construction documents enabling the phased construction of the Arneill Ranch Park Renovation Project.

**B. Consideration and Adoption of Resolution No. 660, Updated District Reserve Policy**

This policy will reflect changes due to the economic situation and the continued goal for ensured financial stability for the District.

Suggested Action: A MOTION to Approve and adopt Resolution No. 660, updating the District's Reserve Policy.

**C. Consideration and Approval of the Purchase of a Rheem 10-Ton High Efficiency Gas Heating and Air Conditioning Unit for the Administration Building**

The 31-year-old HVAC system on the Administration Building has reached a point where it can not be repaired any longer due to core cracks and fused cooling fins.

Suggested Action: A MOTION to Approve:

1. The purchase and installation of a Rheem 10-Ton 208-230 volts 3phase Commercial Duty High Efficiency Gas Heating and Air Conditioning Unit with AirWorks Solutions  
AND
2. A budget adjustment in the amount of \$14,520 to the Capital Budget in Fund 10.

**D. Adoption of Resolution No. 661 Updating the District Record Retention Policy and Retention Schedule**

The intent of this report is to provide the Board with information regarding the update of the Record Retention Schedule that provides staff direction with how to classify and store District Records.

Suggested Action: A MOTION to Adopt Resolution No. 661, updating the District Record Retention Policy and Retention Schedule.

**E. Consideration and Adoption of Resolution No. 662 Nominating a Board Member for the Local Agency Formation Commission Special District Regular Member Seat**

Per state law, Ventura County special districts are required to nominate a representative to the LAFCo regular member seat.

Suggested Action: A MOTION to adopt Resolution No. 662 to nominate a board member for one of two special district seats on the Ventura County Local Agency Formation Commission (LAFCo).

**9. INFORMATIONAL ITEMS, which do not require action, will be reported by members of the Board and staff:**

- A. Chair Magner
- B. Ventura County Special District Association/California Special District Association
- C. Ventura County Consolidated Oversight Board
- D. Santa Monica Mountains Conservancy
- E. Standing Committees – Finance, Liaison, Long Range Planning, Personnel and Policy
- F. Ad Hoc Committees – Miracle League, Nexus Study
- G. Foundation for Pleasant Valley Recreation and Parks
- H. General Manager’s Report

**10. ORAL COMMUNICATIONS-** Informal items from Board Members or staff not requiring action.

**11. ADJOURNMENT**

**Notes: The Board of Directors reserves the right to modify the order in which agenda items are heard.** 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 Friday preceding the Wednesday Board meeting.

**Announcement: Public Comment:** Members of the public may address the Board on any agenda item before or during consideration of the item. [Government Code section 54954.3] 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  
Administration Building, Room #6  
Minutes of Special Meeting  
June 29, 2020**

**1. CALL TO ORDER**

The special meeting of the Board of Directors of the Pleasant Valley Recreation and Park District was called to order at 6:00 p.m. by Chair Magner.

**2. ROLL CALL**

All present.

Director Kelley and Attorney Tiffany Israel were present via teleconferencing.

Also Present: General Manager Mary Otten

**3. ADOPTION OF AGENDA**

Agenda accepted as presented.

**4. CLOSED SESSION**

**A. Conference with Legal Counsel – Existing Litigation**

The District Board conducted a closed session, pursuant to Government Code section 54956.9(d)(2), to confer with legal counsel about significant exposure to litigation in one case. There was nothing to report.

**5. ADJOURNMENT**

Chair Magner adjourned the meeting at 7:21 p.m.

**Respectfully submitted,**

**Approval,**

**Karen Roberts  
Recording Secretary**

**Elaine Magner  
Chair**

**Pleasant Valley Recreation and Park District  
Camarillo City Hall Council Chambers  
Minutes of Regular Meeting  
July 1, 2020**

**1. CALL TO ORDER**

*5:30 p.m. Closed Session - Conference with Legal Counsel – Litigation* was cancelled.  
The regular meeting of the Board of Directors of the Pleasant Valley Recreation and Park District was called to order at 6:06 p.m. by Chair Magner.

**2. PLEDGE OF ALLEGIANCE**

Anthony Miller led the pledge.

**3. ROLL CALL**

All present. Director Kelley was present via teleconferencing.  
Also Present: General Manager Mary Otten, Administrative Services Manager Leonore Young, Park Services Manager Bob Cerasuolo, Administrative Analyst/Clerk of the Board Anthony Miller, Customer Service Lead/Recording Board Secretary Karen Roberts, Administrative Analyst Jessica Puckett, Recreation Supervisor Lanny Binney and Park Supervisor Brandon Lopez and Human Resources Specialist Kathryn Drewry.

**4. AMENDMENTS TO THE AGENDA**

Chair Magner requested that *9.H. General Manager's Report* be presented before *5. Public Comments*.

Chair Magner called for a motion. A motion was made by Director Malloy and seconded by Director Mishler to approve the agenda as amended.

Voting was as follows:

Ayes: Malloy, Mishler, Kelley, Dixon, Chair Magner

Noes:

Absent:

Motion: Carried

**Motion to  
Approve  
Amended  
Agenda**

**Carried**

General Manager Mary Otten presented an update regarding the temporary closures of District's facilities in response to COVID-19. Parks, tennis and pickleball courts, dog parks, skatepark, BMX track and Friday food distribution are open with social distancing required. Limited usage is picnic use for single households, outdoor basketball courts, park restrooms, the aquatic center and the R/C track. Advanced reservations are required for the pool which is offering private swim lesson, lap and structured swim times. Indoor facilities are still closed along with playgrounds, but there are some registered camps out at PV Fields. Fitness classes are restarting, and a half day summer camp is being offered. Wednesday Social Bridge from the Senior Center donated \$130 to the Senior Center Movie

Lunches budget. PVRPD will receive over \$222,000 in allocations from Prop 68 – State of California Parks & Water Bond which can be used for capital projects. The District has to match by 20% for the projects and the funds need to be used before 2024.

## **5. PUBLIC COMMENTS**

Recording Board Secretary Karen Roberts read aloud 7 emailed public comments that were sent in prior to the meeting. The first public comment was from Nora Ryan with the Las Posas Trails Committee who requested that the committee be apprised of and included in any discussions regarding the future of the Las Posas Equestrian Park since they are the largest group supporting the continuity of the facility. They do not want to see the trail abandoned since it is the only safe route to the equestrian park.

Kathy Bryan commented that she supports keeping the equestrian trails open because she rides several times a week and the elimination of trail access would put her and her horse on asphalt roads with unsafe traffic conditions.

Jessica Freese who has been involved with many riding clubs and associations stated that the Las Posas Hills and Rancho Las Posas Estates were originally created as an equestrian community. Ms. Freese requested that the District continue to support the recreational sport of horseback riding and maintain the trails which provide the only safe route to reach the equestrian park arenas.

Stephan Grether expressed concern that the District might be considering relinquishing part of the Las Posas Equestrian Park trail system to the local HOA property owners who may not choose to maintain the trail. Mr. Grether's family has been using the trails and arenas for generations and he would like to see his grandchildren be able to ride the trails too.

Kristin Loft also expressed concern that the District is considering abandoning trail sections 4 and 5 near the equestrian park and turning them over to the HOA. She asked why maintenance of these trail sections has stopped and why the game cameras are back up. Ms. Loft also stated that the trails have been a lifeline during COVID-19 times and asked for more trails and open space, not less.

Michael York of Eston Street, Camarillo sent in an emailed public comment letter with signatures from 15 residents along Eston St. regarding issues at Bob Kildee Park. Mr. York outlined increased problems of parking, sound disturbances, resident privacy, wind borne trash/dirt and flea/tick issues. The group requested consideration of possible solutions such as restricting residential street parking, enforcement to prevent late night and early morning court and field usage, sound/privacy screens on the tennis/pickleball courts, watering baseball infields prior to leveling and controlling pest infestations.

Bob Aaron requested that in light of current COVID-19 issues and uncertainties, that the Board meeting agenda be reduced to address essential business only and to keep with the District Mission Statement.

General Manager Mary Otten stated that the District was trying to be preemptive and look at the potentials regarding the Las Posas Equestrian Park and trails. Staff contacted the HOA that owns and maintains part of the trail for their input. Some of the challenges are deteriorating hillsides on sections 4 & 5 of the trail. The Long-Range Planning Committee which will meet again on July 14 will be addressing any discussions.

Regarding the issues at Bob Kildee Park, General Manager Otten has been in contact with the pickleball group and also Michael York. Pickleball players had been playing before the scheduled open time of 7:00 am and the District is working on different signage for the courts. The players have also been asked to park in the District parking lots rather than on Eston Street to mitigate traffic issues.

## 6. CONSENT AGENDA

- A. Minutes for Regular Board Meeting of May 6, 2020 and Special Board Meetings of May 9 and 14, 2020
- B. Warrants, Account Payable & Payroll
- C. Financial Reports
- D. Community Service Organization Report
- E. Consideration and Approval of Specifications for a Fertilizer Injection System at Pleasant Valley Fields and Authorization to Initiate the Public Bid Process

Chair Magner called for a motion. A motion was made by Director Malloy and seconded by Director Mishler to approve the Consent Agenda.

Voting was as follows:

Ayes: Malloy, Mishler, Kelley, Dixon, Chair Magner

Noes:

Absent:

Motion: Carried

**Motion to  
Approve  
Consent  
Agenda**

**Carried**

## 7. PUBLIC HEARING - A Public Hearing on Assessment for FY 2020-2021

### A. Consideration and Adoption of Resolution No. 657 for Fiscal Year 2020-2021 Budgets for the General Fund, the Assessment District and Quimby Expenses

Administrative Services Manager Leonore Young presented final FY 2020-2021 budgets for the General Fund, the Assessment District and Quimby Expenses. Three previous budget workshops provided in-depth coverage. Due to some of the challenges associated with COVID-19, rising costs and a relatively flat tax revenue, the General Fund budget will be reviewed quarterly.

Chair Magner opened the Public Hearing. With no members of the public speaking for or against the proposed assessments, Chair Magner closed the public hearing.

Chair Magner called for a motion. A motion was made by Director Mishler and seconded by Director Malloy to approve and adopt Resolution No. 657, 2020-2021 Fiscal Year Budgets.

**Motion to  
Approve  
Reso. 657, FY  
20-21 Budgets**



Voting was as follows:

Ayes: Mishler, Malloy, Kelley, Dixon, Chair Magner

Noes:

Absent:

Carried

Motion: Carried

## 8. NEW ITEMS - DISCUSSION/ACTION

### **A. Consideration of and Approval of Salary Range Increase for Administrative and Development Analyst**

Human Resources Specialist Kathryn Drewry presented consideration of a salary range increase for the Administrative/Development Analyst position. The current salary range for this position falls 16% below the median range of a comparable position. Staff is requesting that the increase fall in line with the salary ranges of the District supervisory positions. Discussion included: suggested increase less than the 16%, importance of reviewing comparable positions at similar type agencies and similar locales; the expense of a comprehensive salary survey, advantage of being able to access the CSDA's salary survey for comparisons, and consideration of the value of addressing the entire compensation package.

Chair Magner called for a motion. A motion was made by Director Mishler and seconded by Director Malloy to approve the salary range increase for the Administrative and Development Analyst positions.

**Motion to Approve Salary Range Increase for Admin/Dev. Analyst**

Voting was as follows:

Ayes: Mishler, Malloy, Kelley, Dixon, Chair Magner

Noes:

Absent:

Carried

Motion: Carried

### **B. California Special District Association (CSDA) Board of Directors Election, (Seat C) Coastal Network**

Administrative Analyst Anthony Miller provided a candidate list for the CSDA Board of Directors Seat C 2021-2023 term for selection by the Board to receive the District's vote. Chair Magner suggested Vincente Ferrante as a choice for continuity since he is currently on the board.

Chair Magner called for a motion. A motion was made by Director Malloy and seconded by Director Mishler to approve and select Vincente Ferrante for CSDA Board of Directors, Seat C to receive the District's vote.

**Motion to Approve a Vote for Vincente Ferrante for CSDA Board, Seat C**

Voting was as follows:

Ayes: Malloy, Mishler, Kelley, Dixon, Chair Magner

Noes:

Absent:

Motion: Carried

Carried

## 9. INFORMATIONAL ITEMS

A. Chair Magner – Chair Magner stated that she is closely watching the Ventura County Board of Supervisors meetings and the Governor’s health orders. Playground equipment is still closed per orders, but the Aquatic Center is opening. Ms. Magner asked that people call the District for the summer half day camp that is being offered.

B. Ventura County Special District Association/California Special District Association – Chair Magner reported no meeting. CSDA – Chair Magner reported that the group is keeping an eye on the bills that are going through the California legislative process.

C. Ventura County Consolidated Oversight Board – Director Mishler reported no meeting.

D. Santa Monica Mountains Conservancy – Director Mishler reported a June 29 Zoom meeting with about 50 people. The National Park Service has about \$30 million dollars’ worth of damage from fires last year and they have received funding from Congress and are starting to repair the sites. SMMC’s staffing are impacted by a 9.2% reduction in pay because they are state employees. A property owner adjacent to SMMC lands wants to build a 75,000 square foot house without an environmental impact report because it is a single house.

E. Standing Committees – Finance – Director Malloy provided the impact of the current shutdown through May. Refunds for cancelled reservations and classes are at about \$83,000. There was an increase in service and supplies expenses for 19-20 mainly due to the Hill Fire at around \$414,000. The impact of unemployment costs will be available in July/August, but overall personnel expenses through May are at 84% of budget. Liaison – Director Dixon reported no meeting. Long Range Planning – Director Malloy reported no meeting but stated that board committees in general do the leg work and that the LRP committee is providing research for the equestrian park. Personnel – Director Kelley stated that they had worked on the salary schedule. Policy – Director Dixon reported no meeting.

F. Ad Hoc Committees – Miracle League - Director Malloy reported that there will be a meeting on July 2. Nexus Study – No meeting.

G. Foundation for Pleasant Valley Recreation and Parks – Chair Magner reported no meeting.

H. General Manager’s Report – General Manager Mary Otten provided an earlier update but commented on the community’s frustration with everything not being open. As a government agency, the District has to follow what is passed down from the state and the county. The District will open playgrounds as soon as it can and guidance for youth sports should be coming soon. No gatherings are allowed except for single households and there will be no fireworks this year, so PV Fields will be closed. Camarillo Grove Park will be closed at 7pm.

## 10. ORAL COMMUNICATIONS

Director Kelley stated that interested groups that come to the District’s board committee meetings need to know that the committee members may change each year. Director Mishler commented that the District has been opening for the last few months as much as the state and county guidance allows and that the District has not been more restrictive than any of the guidelines. Director Dixon questioned peoples’ resistance to wearing masks in public. He asked that people closer than 6’ to each other wear a mask for the protection of the community at large. With 25-40% of the population asymptomatic, the greatest benefit to the community would be if Americans could give up a little of their personal independence to fight against the current conditions. Director Malloy stated that he donated blood in June and also was recently tested as negative for COVID-19 antibodies. Chair

Magner stated that those people who have been resistant to wearing masks are now contributing to the increase in COVID positive cases.

**11. ADJOURNMENT**

Chair Magner adjourned the meeting at 7:23 p.m.

**Respectfully submitted,**

**Karen Roberts**  
**Recording Secretary**

**Approval,**

**Elaine Magner**  
**Chair**

**Pleasant Valley Recreation and Park District  
City of Camarillo, City Hall Council Chambers  
Minutes of Special Meeting  
July 1, 2020**

**1. CALL TO ORDER**

The special meeting of the Board of Directors of the Pleasant Valley Recreation and Park District was called to order at 7:30 p.m. by Chair Magner.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

All present. Director Kelley was present via teleconferencing.

Also Present: General Manager Mary Otten, Administrative Services Manager Leonore Young, Park Services Manager Bob Cerasuolo, Administrative Analyst/Clerk of the Board Anthony Miller, Customer Service Lead/Recording Board Secretary Karen Roberts, Administrative Analyst Jessica Puckett, and Park Supervisor Brandon Lopez.

**4. ADOPTION OF AGENDA**

Agenda accepted as presented.

**5. OPEN COMMUNICATION/PUBLIC FORUM**

No comments.

**6. NEW ITEMS – DISCUSSION/ACTION**

**A. Consideration and Approval of Request for Proposal for Fertilizer Injection System at Pleasant Valley Fields**

Park Supervisor Brandon Lopez recommended the selection of Nutrien Ag Solutions for the provision of a fertigation system at Pleasant Valley Fields. The Ozawa Plug and Play fertilizer injection system will include four pumps with two injection sites and two 500-gallon storage tanks and the capability to inject up to two different fertilizer materials. Discussion included: placement of 2 storage tanks at the ends of cul de sacs away from homes; concern about efficiency on the hard ground and the undulating grass areas; capability of 4 independent pumps to address more specific areas or wider areas; quicker response with liquid fertilizer, receipt of 3 fertigations per year, Nutrien as the only vendor to meet all of the specifications; staff construction of the concrete storage pad, Nutrien to deliver the chemicals and fill each tank; fencing to enclose the injection sites, staff maintenance of the system after installation, and ongoing analysis of soil and turf conditions.

Chair Magner called for a motion. A motion was made by Director Mishler and seconded by Director Malloy to approve and authorize the General Manager to enter into an agreement with Nutrien Ag Solutions for the purchase of an Ozawa Plug and Play fertilizer injection system for Pleasant Valley Fields.

**Motion to  
Approve  
Nutrien Ag's  
Fertigation  
System at PV  
Fields**

Voting was as follows:

Ayes: Mishler, Malloy, Kelley, Dixon, Chair Magner

Noes:

Absent:

**Carried**

Motion: Carried

## **7. ADJOURNMENT**

Chair Magner adjourned the meeting at 7:59 p.m.

**Respectfully submitted,**

**Approval,**

**Karen Roberts  
Recording Secretary**

**Elaine Magner  
Chair**

Pleasant Valley Recreation and Park District  
 Finance Report  
 June 2020

	Date	Amount	
Accounts Payables:	06/2020	\$ 333,793.25	
	<b>Total</b>	<b>\$ 333,793.25</b>	
Payroll (Total Cost):	6/11/2020	\$ 114,392.64	
	6/25/2020	\$ 133,785.35	
	<b>Total</b>	<b>\$ 248,177.99</b>	
Outgoing:Online Payments			
	6/2/2020	\$ 41.95	Culligan Water
	6/2/2020	\$ 16,906.80	City Of Camarillo- Water
	6/3/2020	\$ 980.02	Southern CA Edison
	6/3/2020	\$ 16.99	Spectrum Business
	6/4/2020	\$ 29,997.94	CALPERS- Health Insurance
	6/4/2020	\$ 479.55	VSP- Vision Insurance
	6/4/2020	\$ 1,839.52	The Hartford
	6/4/2020	\$ 463.20	Aflac
	6/4/2020	\$ 83.08	SoCal Gas Co.
	6/4/2020	\$ 40.53	Southern CA Edison
	6/4/2020	\$ 2,173.08	The Guardian- Dental Insurance
	6/9/2020	\$ 13,178.62	CALPERS- Ret.- PR 06/11/2020
	6/11/2020	\$ 3,368.28	Southern CA Edison
	6/16/2020	\$ 1,455.41	Southern CA Edison
	6/5/2020	\$ 4,336.74	EJ Harrison
	6/16/2020	\$ 2,592.01	WEX (76) Fuel Purchase
	6/16/2020	\$ 192.44	Sprint
	6/22/2020	\$ 318.15	Southern CA Edison
	6/22/2020	\$ 33,121.85	City Of Camarillo- Water
	6/25/2020	\$ 13,888.11	CALPERS- Ret.- PR 06/11/2020
	6/25/2020	\$ 463.20	Aflac
	6/25/2020	\$ 53.16	SoCal Gas Co.
	6/29/2020	\$ 675.99	SoCal Gas Co.
	6/29/2020	\$ 57.47	Southern CA Edison
	6/30/2020	\$ 33.53	SoCal Gas Co.
	6/30/2020	\$ 1,015.48	Southern CA Edison
	6/30/2020	\$ 16,175.56	City Of Camarillo- Water
	<b>Total</b>	<b>\$ 143,948.66</b>	
	<b>Grand Total</b>	<b>\$ 725,919.90</b>	

# CASH REPORT

	6/30/2020 Balance	6/30/2019 Balance	
<b>Restricted Funds</b>			
Debt Service - Restricted	\$ 126,725.49	\$ 365,158.10	
457 Pension Trust Restricted	\$ 60,351.50	\$ 68,655.58	
Quimby Fee - Restricted	\$ 139,536.54	\$ 58,228.64	
Multi-Bank Securities Restricted	\$ 415,421.14	\$ 661,107.82	
Ventura County Pool - Restricted	\$ 4,544,069.90	\$ 4,370,235.38	
FCDP Checking	\$ 22,128.61	\$ 20,934.04	
<b>Total</b>	<b>\$ 5,308,233.18</b>	<b>\$ 5,544,319.56</b>	
<b>Semi-Restricted Funds</b>			
Assessment	\$ 919,610.35	\$ 664,434.07	
Capital Improvement	\$ 46,123.95	\$ 30,954.86	
Capital - Vehicle Replacement	\$ 79,843.80	\$ 50,843.80	
Capital - Designated Project	\$ 16,397.94	\$ 16,397.94	
LAIF Capital	\$ 2,402,111.78	\$ 2,767,763.23	
Contingency - Dry Period	\$ 361,000.00	\$ 271,000.00	
Contingency - Computer	\$ 15,000.00	\$ 10,000.00	
Contingency - Repair/Oper/Admin	\$ 50,000.00	\$ 30,000.00	
<b>Total</b>	<b>\$ 3,890,087.82</b>	<b>\$ 3,841,393.90</b>	
<b>Unrestricted Funds</b>			
Contingency	\$ 76,202.20	\$ 765,989.18	
Cal Trust	\$ 953,691.04	\$ 1,433,072.41	
General Fund Checking	\$ 1,851,214.59	\$ 233,515.39	
<b>Total</b>	<b>\$ 2,881,107.83</b>	<b>\$ 2,432,576.98</b>	
<b>Total of all Funds</b>	<b>\$ 12,079,428.83</b>	<b>\$ 11,818,290.44</b>	<b>\$ 261,138.39</b>

	7/9/2020 Balance	7/31/2019 Balance	
<b>Restricted Funds</b>			
Debt Service - Restricted	\$ 126,725.49	\$ 365,251.14	
457 Pension Trust Restricted	\$ 60,351.50	\$ 67,098.11	
Quimby Fee - Restricted	\$ 139,536.54	\$ 171,869.25	
Multi-Bank Securities Restricted	\$ 415,421.14	\$ 661,096.74	
Ventura County Pool - Restricted	\$ 4,544,069.90	\$ 4,191,635.37	
FCDP Checking	\$ 22,128.61	\$ 20,979.04	
<b>Total</b>	<b>\$ 5,308,233.18</b>	<b>\$ 5,477,929.65</b>	
<b>Semi-Restricted Funds</b>			
Assessment	\$ 919,447.37	\$ 681,274.66	
Capital Improvement	\$ 46,123.95	\$ 30,979.88	
Capital - Vehicle Replacement	\$ 79,843.80	\$ 50,843.80	
Capital - Designated Project	\$ 16,397.94	\$ 16,397.94	
LAIF - Capital	\$ 2,402,111.78	\$ 2,724,443.03	
Contingency - Dry Period	\$ 361,000.00	\$ 271,000.00	
Contingency - Computer	\$ 15,000.00	\$ 10,000.00	
Contingency - Repair/Oper/Admin	\$ 50,000.00	\$ 30,000.00	
<b>Total</b>	<b>\$ 3,889,924.84</b>	<b>\$ 3,814,939.31</b>	
<b>Unrestricted Funds</b>			
Contingency	\$ 76,202.20	\$ 766,059.76	
LAIF - Contingency	\$ 1,668,000.00		
Cal Trust	\$ 453,691.04	\$ 836,862.31	
General Fund Checking	\$ 171,221.65	\$ 281,460.53	
<b>Total</b>	<b>\$ 2,369,114.89</b>	<b>\$ 1,884,382.60</b>	
<b>Total of all Funds</b>	<b>\$ 11,567,272.91</b>	<b>\$ 11,177,251.56</b>	<b>\$ 390,021.35</b>

P.O. BOX 6343  
FARGO ND 58125-6343



**ACCOUNT NUMBER**  
**STATEMENT DATE** 06-22-2020  
**AMOUNT DUE** \$5,125.62  
**NEW BALANCE** \$5,125.62  
PAYMENT DUE ON RECEIPT

000002185 01 SP 0.560 106481198403137 P  
PLEASANT VALLEY REC PRK  
ATTN LEO YOUNG  
1605 E BURNLEY ST  
CAMARILLO CA 93010-4524

**AMOUNT ENCLOSED**  
\$

Please make check payable to "U.S. Bank"

U.S. BANK CORPORATE PAYMENT SYSTEM  
P.O. BOX 790428  
ST. LOUIS, MO 63179-0428

000512562 000512562

please tear payment coupon at perforation.

**CORPORATE ACCOUNT SUMMARY**

PLEASANT VALLEY REC 4246 0445 5576 4921	Previous Balance	Purchases And Other + Charges	Cash Advances +	Cash Advance Fees +	Late Payment Charges	- Credits	- Payments	New Balance
Company Total	\$2,699.46	\$5,389.89	\$0.00	\$0.00	\$0.00	\$264.27	\$2,699.46	\$5,125.62

**CORPORATE ACCOUNT ACTIVITY**

PLEASANT VALLEY REC PRK

**TOTAL CORPORATE ACTIVITY**  
\$2,699.46 CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-09	06-09	7479826016100000000014	PAYMENT - 2384.00000 A	2,699.46 PY

**NEW ACTIVITY**

LEONORE YOUNG	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$245.52	\$1,657.37	\$0.00	\$1,411.85

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-28	05-27	24431060148700828961640	ADOBE ACROPRO SUBS 408-536-6000 CA	14.99
05-28	05-27	24692160148100967575495	AMZN MKTP US*M79DASKC0 AMZN.COM/BILL WA	283.04
06-01	05-30	24692160151100996246732	AMZN MKTP US*MY8IH1ZW1 AMZN.COM/BILL WA.	245.52
06-05	06-03	24327430156858200185831	MARIE CALLENDERS CAMARILLO CA	46.71
06-09	06-08	74692160160100610969747	AMZN MKTP US AMZN.COM/BILL WA	245.52 CR

**CUSTOMER SERVICE CALL**

800-344-5696

**ACCOUNT NUMBER**

**ACCOUNT SUMMARY**

STATEMENT DATE 06/22/20  
DISPUTED AMOUNT .00

**AMOUNT DUE**

5,125.62

PREVIOUS BALANCE	2,699.46
PURCHASES & OTHER CHARGES	5,389.89
CASH ADVANCES	.00
CASH ADVANCE FEES	.00
LATE PAYMENT CHARGES	.00
CREDITS	264.27
PAYMENTS	2,699.46
<b>ACCOUNT BALANCE</b>	<b>5,125.62</b>

**SEND BILLING INQUIRIES TO:**

U.S. Bank National Association

C/O U.S. Bancorp Purchasing Card Program  
P.O. Box 6335  
Fargo, ND 58125-6335





Company Name: PLEASANT VALLEY REC PRK
Corporate Account Number:
Statement Date: 06-22-2020

**NEW ACTIVITY**

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-09	06-08	24692160160100758009863	J2 *METROFAX 888-929-4141 CA	9.95
06-10	06-09	24692160161100385002504	AMZN MKTP US*MY0Q36QM0 AMZN.COM/BILL WA	634.75
06-12	06-11	24692160163100582227175	AMZN MKTP US*MY9E39B32 AMZN.COM/BILL WA	80.41
06-22	06-20	24430990172400811012927	MSFT * E0700BFE07 800-642-7676 WA	30.00
06-22	06-20	24430990172400811012943	MSFT * E0700BFFRC 800-642-7676 WA	300.00
06-22	06-21	24430990173400819008298	MSFT * E0700BFIP8 800-642-7676 WA	12.00

<b>KATLYN SIMBER-CLICKENER</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$0.00	\$857.00	\$0.00	\$857.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-15	06-13	24692160165100318087016	AMZN MKTP US*MY8A34W50 AMZN.COM/BILL WA	15.71
06-15	06-11	24789300164902500737853	FUN EXPRESS 800-2280122 NE	484.26
06-18	06-17	24692160170100043787891	AMZN MKTP US*MS7T910J1 AMZN.COM/BILL WA	377.03

<b>NICK MARIENTHAL</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$0.00	\$140.56	\$0.00	\$140.56

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-04	06-03	24015170155000303401357	76 - GSE 76 LAS POSAS CAMARILLO CA	43.48
06-08	06-05	24610430158010191051564	THE HOME DEPOT #1012 CAMARILLO CA	53.50
06-17	06-16	24015170168001949965446	76 - GSE 76 LAS POSAS CAMARILLO CA	43.58

<b>ERIC STORRIE</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$0.00	\$96.48	\$0.00	\$96.48

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-29	05-28	24692160149100631036519	AMZN MKTP US*MY8FI4CX1 AMZN.COM/BILL WA	96.48

<b>BRANDON LOPEZ</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$0.00	\$87.22	\$0.00	\$87.22

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-05	06-04	24015170156000441407455	76 - GSE 76 LAS POSAS CAMARILLO CA	42.37
06-18	06-17	24015170169002086442479	76 - GSE 76 LAS POSAS CAMARILLO CA	44.85

<b>JOSEPH KEY</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$0.00	\$107.22	\$0.00	\$107.22



Company Name: PLEASANT VALLEY REC PRK
Corporate Account Number: _____
Statement Date: 06-22-2020

**NEW ACTIVITY**

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-22	06-18	24610430171010185037861	THE HOME DEPOT #1012 CAMARILLO CA	107.22

<b>JOHN FLETCHER</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$0.00	\$103.58	\$0.00	\$103.58

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-03	06-02	24717050154161545912902	THE TORO COMPANY 852-9484642 MN	78.76
06-08	06-04	24610430157010190898974	THE HOME DEPOT #1012 CAMARILLO CA	24.82

<b>MICHAEL GUERRERO</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$0.00	\$230.33	\$0.00	\$230.33

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-19	06-17	24692160170100551538843	THE HOME DEPOT 1012 CAMARILLO CA	230.33

<b>MACY TRUEBLOOD</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$0.00	\$779.39	\$0.00	\$779.39

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-11	06-10	24431060163286402403282	LIFEGUARD STORE - ONLINE 309-451-5858 IL	285.00
06-11	06-10	24692160162100070204596	AMZN MKTP US*MY2TZ75O2 AMZN.COM/BILL WA	52.92
06-11	06-10	24692160162100169357271	AMZN MKTP US*MY72E0S10 AMZN.COM/BILL WA	187.50
06-11	06-10	24692160162100172602119	AMZN MKTP US*MY0011SNO AMZN.COM/BILL WA	213.25
06-17	06-16	24692160169100336756937	AMZN MKTP US*MS7LX1NB0 AMZN.COM/BILL WA	40.72

<b>MARY OTTEN</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$0.00	\$841.45	\$0.00	\$841.45

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-22	06-19	24431060172083319681947	NEWEGG INC 800-390-1119 CA	715.86
06-22	06-19	24431060172083350388865	NEWEGG INC 800-390-1119 CA	125.59

<b>EMILY RAAB</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$0.00	\$24.61	\$0.00	\$24.61

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-04	06-03	24692160155100201193758	AMZN MKTP US*MY1SP5CQ2 AMZN.COM/BILL WA	24.61



Company Name: PLEASANT VALLEY REC PRK
Corporate Account Number: 4246 0445 5576 4921
Statement Date: 06-22-2020

**NEW ACTIVITY**

<b>ROBERT A CERASUOLO</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$0.00	\$305.89	\$0.00	\$305.89

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-22	06-18	24323040171294000051217	BIG BRAND TIRE AND SERVI CAMARILLO CA	305.89

<b>ANTHONY MILLER</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$18.75	\$158.79	\$0.00	\$140.04

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-26	05-26	24692160147100810374972	AMZN MKTP US*M71O9K41 AMZN.COM/BILL WA	18.75
06-02	06-01	24492150153852176435219	PAYPAL *AMZPRO EBAY AMZPR 402-935-7733 CA	11.78
06-02	06-01	24492150153852176622717	PAYPAL *XTREAMACCES EBAY 402-935-7733 CA	21.34
06-03	06-02	74692160154100884696511	AMZN MKTP US AMZN.COM/BILL WA	10.18 CR
06-03	06-02	74692160154100906097755	AMZN MKTP US AMZN.COM/BILL WA	8.57 CR
06-19	06-19	24430990171400686082337	DRI*CISCO WEBEX ORDERFIND.COM MN	106.92

Department: 0000 Total:	\$5,125.62
Division: 0000 Total:	\$5,125.62

# Bank Reconciliation

## Board Audit

User: fsantos  
 Printed: 07/09/2020 - 4:03PM  
 Date Range: 06/01/2020 - 06/30/2020  
 Systems: 'AP'



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 10 General Fund				
Department: 00 Non Departmentalized				
0	ROBERT KELLEY	R.KELLEY: REFUND OF OVER PA	06/30/2020	285.76
23576	BAY ALARM	BAY ALARM: 06/01/20-09/01/20-CA	06/04/2020	232.50
23578	MICHAEL CASTANON	M.CASTANON: SECURITY DEPOS	06/04/2020	50.00
23583	FOUNDATION FOR THE CULTURE	FOUNDATION FOR THE CULTURE	06/04/2020	50.00
23584	COREY MILLER	C.MILLER: SECURITY DEPOSIT R	06/04/2020	392.00
23590	GLENN WEST	G.WEST: SECURITY DEPOSIT REF	06/04/2020	200.00
23599	JENNIFER AGUILAR	J.AGUILAR: SECURITY DEPOSIT I	06/18/2020	150.00
23600	AIRGAS USA LLC	AIRGAS USA LLC: SECURITY DEF	06/18/2020	200.00
23602	ZARINA ARCILLA	Z.ARCILLA: SECURITY DEPOSIT I	06/18/2020	50.00
23621	SUNG HWAN-LEE	SUNG HWAN-LEE: SECURITY DEI	06/18/2020	50.00
23638	EVELYN MOJICA	E.MOJICA: SECURITY DEPOSIT R	06/30/2020	50.00
23640	SALEM MEDIA GROUP, INC.	SALEM MEDIA GROUP: SECURIT	06/30/2020	100.00
23643	RICH ENCINAS	R.ENCINAS: SECURITY DEPOSIT I	06/30/2020	200.00
25398	TONY SAMOJEN	T.SAMOJEN: SECURITY DEPOSIT	06/12/2020	100.00
Total for Department: 00 Non Departmentalized				2,110.26
Department: 03 Recreation				
23577	CALIFORNIA LUTHERAN UNIVER	CAL LUTHERAN UNIV.: LEADERS	06/04/2020	229.00
23588	TIKIZ SHAVED ICE	TIKIZ SHAVE ICE: FOOD VENDOR	06/04/2020	125.00
25397	NORTH AMERICAN YOUTH ACTV	KIDZ LOVE SOCCER: INSTRUCTC	06/12/2020	509.83
Total for Department: 03 Recreation				863.83
Department: 04 Parks				
0	US BANK	US BANK: CALCARD CHARGES/S	06/08/2020	809.09
0	ADAM WHEAT	A.WHEAT: PANTS REIMBURSEME	06/30/2020	141.53
0	ALEJANDRO HEREDIA	A.HEREDIA: BOOTS REIMBURSEI	06/30/2020	299.77
0	BRANDON LOPEZ	B.LOPEZ: PANTS REIMBURSEME	06/30/2020	278.67
0	DUSTIN FABER	D.FABER: BOOTS REIMBURSEME	06/30/2020	300.00
0	JOHN FLETCHER	J.FLETCHER: BACKFLOW RECEP	06/30/2020	311.88
0	JOSEPH KEY	J.KEY: BOOTS REIMBURSEMENT	06/30/2020	300.00
0	MATTHEW HERNANDEZ	M.HERNANDEZ: BOOTS REIMBU	06/18/2020	102.36
0	MATTHEW HERNANDEZ	M.HERNANDEZ: PANTS REIMBU	06/30/2020	76.10
0	MICHAEL P. CRUZ	M.CRUZ: PANTS REIMBURSEMEN	06/30/2020	294.81
0	NICK MARIENTHAL	N.MARIENTHAL: PANTS REIMBU	06/30/2020	300.00
0	SAM RIOS	S.RIOS: PANTS REIMBURSEMENT	06/30/2020	107.22
23574	AMERICAN PLASTICS CORP.	AMERICAN PLASTIC CORP: SNEE	06/04/2020	632.78
23575	B & B DO IT CENTER	B&B: IRRIGATION CONTROLLER	06/04/2020	71.10
23578	MICHAEL CASTANON	M.CASTANON: RENTAL FEE REFU	06/04/2020	126.00
23582	EMPIRE CLEANING SUPPLY	EMPIRE CLEANING SUPPLY: SAN	06/04/2020	3,951.47
23583	FOUNDATION FOR THE CULTURE	FOUNDATION FOR THE CULTURE	06/04/2020	684.00
23584	COREY MILLER	C.MILLER: RENT FEE REFUND DU	06/04/2020	540.00
23586	RAIN MASTER IRRIGATION SYST	RAIN MASTER IRRIGATION SYS: :	06/04/2020	568.10
23587	SITEONE LANDSCAPE SUPPLY LI	SITEONE: IRRIGATION SUPPLIES	06/04/2020	418.19
23589	UNITED SITE SERVICES OF CA IN	UNITED SITE SERVICES: TEMP RF	06/04/2020	199.57
23590	GLENN WEST	G.WEST: RENTAL FEE REFUND D	06/04/2020	23.00
23591	COUNTY OF VENTURA	COUNTY OF VENTURA/NOTICE C	06/08/2020	50.00
23599	JENNIFER AGUILAR	J.AGUILAR: RENTAL FEE REFUNI	06/18/2020	360.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
23600	AIRGAS USA LLC	AIRGAS USA LLC: CAM GROVE E	06/18/2020	765.00
23601	AMERICAN RESOURCE RECVY	AMERICAN RESOURCE RECVY:0:	06/18/2020	947.39
23602	ZARINA ARCILLA	Z.ARCILLA: RENTAL FEE REFUNI	06/18/2020	189.00
23603	B & B DO IT CENTER	B&B: FILTER/ POOL AIR HANDLE	06/18/2020	230.63
23605	CAMROSA WATER DISTRICT	CAMROSA: WATER SERVICE/WOC	06/18/2020	16,728.73
23606	CRESTVIEW MUTUAL WATER CO.	CRESTVIEW MUTUAL WATER: W/	06/18/2020	54.00
23607	CUSTOMS SIGNS, INC.	CUSTOM SIGNS, INC: DEPOSIT FC	06/18/2020	8,821.03
23608	EMPIRE CLEANING SUPPLY	EMPIRE CLEANING SUPP.: DISPEI	06/18/2020	759.33
23616	SITEONE LANDSCAPE SUPPLY LL	SITEONE: IRRIGATION SUPPLIES/	06/18/2020	434.79
23617	W & S SERVICES	W&S: SEWER SERVICE/FREEDOM	06/18/2020	514.80
23619	COUNTY OF VENTURA	COUNTY OF VENTURA: 02/2020 C	06/18/2020	50.00
23620	EMPIRE CLEANING SUPPLY	EMPIRE CLEANING: JANITORIAL	06/18/2020	4,765.12
23621	SUNG HWAN-LEE	SUNG HWAN-LEE: ADM. RENTAL	06/18/2020	42.00
23622	JOURNEY COMMUNITY CHURCH	JOURNEY THE CHURCH: 04/2020 I	06/18/2020	5,000.00
23623	M & B SERVICES INC.	M&B SERVICE: ROOTER & HYDR	06/18/2020	375.00
23625	PHOENIX GROUP INFORMATION	PHOENIX INFO. SYS. GRP.: PCSC	06/18/2020	204.49
23626	SITEONE LANDSCAPE SUPPLY LL	SITEONE: IRRIGATION SUPPLIES/	06/18/2020	2,164.11
23629	AIRWORKS SOLUTIONS INC.	AIRWORKS: HVAC SERVICE CALI	06/30/2020	190.00
23631	B & B DO IT CENTER	B&B: SUPPLIES USED FOR LIGHT	06/30/2020	78.95
23632	CITY OF CAMARILLO	CITY OF CAMARILLO: WATER SE	06/30/2020	11,227.93
23633	EMPIRE CLEANING SUPPLY	EMPIRE: POLE SIGN/COVID SUPP	06/30/2020	160.98
23637	LINCOLN AQUATICS	LINCOLN AQUATICS: SPACH HSN	06/30/2020	468.39
23638	EVELYN MOJICA	E.MOJICA: RENTAL FEE REFUND	06/30/2020	70.00
23640	SALEM MEDIA GROUP, INC.	SALEM MEDIA GROUP: RENTAL I	06/30/2020	300.00
23641	TURF STAR INC.	TURF STAR: CABLE-THROTTLE	06/30/2020	97.44
23642	UNITED SITE SERVICES OF CA IN	UNITED SITE SERVICES: TEMP. R	06/30/2020	199.57
23643	RICH ENCINAS	ENCINAS,R.: RENTAL FEE REFUN	06/30/2020	100.00
25395	BATTERIES PLUS BULBS 320	BATTERIES+BULS: 1PK- 6V LITHI	06/12/2020	46.98
25398	TONY SAMOJEN	T.SAMOJEN: RENTAL FEE REFUN	06/12/2020	180.00

Total for Department: 04 Parks

66,111.30

Department: 05 Administration

0	US BANK	US BANK: CALCARD CHARGES/S	06/08/2020	1,458.66
23572	ALESHIRE & WYNDER LLP	ALESHIRE & WYNDER: 05/2020 LI	06/04/2020	3,983.00
23573	ALLCONNECTED, INC.	ALLCONNECTED: 06/2020 COMP.	06/04/2020	964.00
23576	BAY ALARM	BAY ALARM: 06/01/20-09/01/20-CA	06/04/2020	112.50
23578	MICHAEL CASTANON	M.CASTANON: ADM. PROCESSING	06/04/2020	25.00
23579	CCI OFFICE TECHNOLOGIES	CCI TECH.: INK CARTRIDGE FOR	06/04/2020	182.55
23580	CITY OF CAMARILLO- CASHIER	CITY OF CAMARILLO: LIVESCAN	06/04/2020	34.00
23581	DIGITAL DEPLOYMENT	DIGITAL DEPLOYMENT: 03/2020 M	06/04/2020	2,900.00
23583	FOUNDATION FOR THE CULTURE	FOUNDATION FOR THE CULTURE	06/04/2020	25.00
23584	COREY MILLER	C.MILLER: ADM. PROCESSING FE	06/04/2020	25.00
23590	GLENN WEST	G.WEST: ADM. PROCESSING FEE	06/04/2020	25.00
23599	JENNIFER AGUILAR	J.AGUILAR: ADM. PROCESSING I	06/18/2020	25.00
23600	AIRGAS USA LLC	AIRGAS USA LLC: ADM. PROCES	06/18/2020	25.00
23602	ZARINA ARCILLA	Z.ARCILLA: ADM. PROCESSING F	06/18/2020	25.00
23604	DAVID M. BROWN	D.BROWN: SNAKE ARTICLE FOR	06/18/2020	50.00
23609	J. THAYER COMPANY	J.THAYER: LAMINATING POUCH	06/18/2020	104.03
23610	KONICA MINOLTA	KONICA MINOLTA: 05/2020 BIZHU	06/18/2020	799.26
23611	MOSS,LEVY & HARTZHEIM	MOSS, LEVY & HARTZHEIM: AUI	06/18/2020	1,000.00
23621	SUNG HWAN-LEE	SUNG HWAN-LEE: ADM. PROCES	06/18/2020	25.00
23624	PETTY CASH - PLEASANT VALLE	PVRPD PETTY CASH: REPLENISH	06/18/2020	58.55
23630	AMERICAN LEGAL PUBLISHING C	AMERICAN LEGAL PUB.:WEB HO	06/30/2020	7,740.00
23635	J. THAYER COMPANY	J.THAYER: LAMINATING POUCH	06/30/2020	120.98
23636	J.BEE N.P. PUBLISHING LTD	J.BEE N.P. PUBLISHING LTD: NOT	06/30/2020	56.00
23638	EVELYN MOJICA	E.MOJICA: ADM. PROCESSING FE	06/30/2020	25.00
23640	SALEM MEDIA GROUP, INC.	SALEM MEDIA GROUP: ADM PRC	06/30/2020	25.00
25393	ADVANTAGE TELECOM/A+WIREL	ADVANTAGE TELECOM: 06/2020 J	06/12/2020	1,490.77
25394	ALLCONNECTED, INC.	ALLCONNECTED: 06/2020 CLOUD	06/12/2020	210.00
25396	NATIONAL DEMOGRAPHICS, INC.	NATIONAL DEMO: ANALYSIS OF	06/12/2020	2,750.00
25398	TONY SAMOJEN	T.SAMOJEN: ADM. PROCESSING I	06/12/2020	25.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
		Total for Department: 05 Administration		24,289.30
		Total for Fund:10 General Fund		93,374.69

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 20 Assessment Fund				
Department: 00 Non Departmentalized				
23585	NATURAL GREEN LANDSACAPES	NATURAL GREEN LANDSCAPE: 0	06/04/2020	15,698.41
23618	BRIGHTVIEW LANDSCAPE SERVI	BRIGHTVIEW: 06/2020 LANDSCAI	06/18/2020	26,383.87
23639	NATURAL GREEN LANDSACAPES	NATURAL GREEN L/S: 06/2020 L/S	06/30/2020	15,698.41
Total for Department: 00 Non Departmentalized				57,780.69
Total for Fund:20 Assessment Fund				57,780.69

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 30 Park Dedication Fund				
Department: 00				
0	US BANK	US BANK: CALCARD CHARGES/S	06/08/2020	431.71
23603	B & B DO IT CENTER	B&B: PAINT SUPPLIES USED FOR	06/18/2020	102.46
23608	EMPIRE CLEANING SUPPLY	EMPIR CLEANING SUPP.; MATER	06/18/2020	247.75
23612	NV5 WEST INC.	NV5 WEST: SOIL & COMPACTION	06/18/2020	1,075.00
23613	SBS CORPORATION	SBS CORP: APP#4/PV RR & SHOW	06/18/2020	171,785.09
23614	SBS CORPORATION	SBS CORP: C/O# 6.0-PV POOL REN	06/18/2020	4,063.61
23615	SBS CORPORATION	SBS CORP: C/O# 6.0-PV POOL REN	06/18/2020	4,334.51
23631	B & B DO IT CENTER	B&B: SUPPLIES USED TO INSTAL	06/30/2020	29.74
23634	FRIEDLEY'S SCREEN & GLASS	FRIEDLEY'S SCREEN & GLASS; M	06/30/2020	568.00
Total for Department: 00				182,637.87
Total for Fund:30 Park Dedication Fund				182,637.87



Check No.	Vendor/Employee	Transaction Description	Date	Amount
		Grand Total		333,793.25

Developer	Project				Quimby Funds		Allocation		GL Code
	No.	Location	Description	Budgeted	Expended	Awarded	Balance	Committed Date	
<b>AMLI</b>									
Public Hearing 7/5/2018	1	Nancy Bush	Nancy Bush Picnic Area(s)	\$ 45,600.00	\$ 29,585.62	\$ 615,709.00	\$ 615,709.00	7/31/2019	8446
Public Hearing 7/5/2018	2	Valle Lindo	Valle Lindo RR/Pavillion*	\$ 425,000.00	\$ 364,574.44	\$ -	\$ 586,123.38	12/6/2018	8444
Public Hearing 7/5/2018	3	Nancy Bush	Nancy Bush Playground	\$ 250,000.00	\$ 221,548.94	\$ -	\$ 221,548.94	10/3/2018	8445
<b>TOTALS</b>				\$ 720,600.00	\$ 615,709.00	\$ -	\$ -		
<b>FAIRFIELD LLC</b>									
Public Hearing 11/7/2018	1	Freedom	Freedom Baseball Fields- Non- Contract Cost	\$ -	\$ 504,121.78	\$ 2,250,489.70	\$ 2,250,489.70	1/31/2020	8459
	2	Freedom	Freedom Baseball Fields- Contract Cost	\$ 1,100,000.00	\$ 411,628.87	\$ -	\$ 1,746,367.92	11/7/2018	
Public Hearing 7/3/19	3	PVAC	PVAC Restrooms and Showers	\$ 500,000.00	\$ 611,865.62	\$ -	\$ 1,334,739.05		8469
	4			\$ -	\$ -	\$ -	\$ 722,873.43		
	5			\$ -	\$ -	\$ -	\$ 722,873.43		
<b>TOTALS</b>				\$ 1,600,000.00	\$ 1,527,616.27	\$ -	\$ 722,873.43		
<b>ELACORA MISSION OAKS</b>									
	1	Encanto	PG Equipment Installation	\$ -	\$ 189,887.74	\$ 2,459,209.00	\$ 2,459,209.00	11/3/2016	8470/2021
	2			\$ -	\$ -	\$ -	\$ 2,459,321.26		
	3			\$ -	\$ -	\$ -	\$ 2,459,321.26		
	4			\$ -	\$ -	\$ -	\$ 2,459,321.26		
	5			\$ -	\$ -	\$ -	\$ 2,459,321.26		
<b>TOTALS</b>				\$ -	\$ 189,887.74	\$ -	\$ 2,459,212.26		
<b>KR HOMES</b>									
Public Hearing 7/5/2018	1	Valle Lindo	Valle Lindo RR/Pavillion*	\$ 425,000.00	\$ 32,368.30	\$ 474,355.00	\$ 474,355.00	8/10/2021	8444
Public Hearing 7/5/2018	2	Mel Vincent	Mel Vincent Park Restrooms	\$ 139,500.00	\$ 166,253.78	\$ -	\$ 441,984.70		8460
Public Hearing 7/5/2018	3	Nancy Bush	Nancy Bush Pavillion	\$ 65,000.00	\$ 31,537.74	\$ -	\$ 275,730.92		8447
	4			\$ -	\$ -	\$ -	\$ 244,193.18		
	5			\$ -	\$ -	\$ -	\$ 244,193.18		
<b>TOTALS</b>				\$ 629,500.00	\$ 230,159.82	\$ -	\$ 244,193.18		
<b>CRESTVIEW</b>									
	1			\$ -	\$ -	\$ 21,612.25	\$ 21,612.25	6/7/2023	
	2			\$ -	\$ -	\$ -	\$ 21,612.25		
	3			\$ -	\$ -	\$ -	\$ 21,612.25		
	4			\$ -	\$ -	\$ -	\$ 21,612.25		
	5			\$ -	\$ -	\$ -	\$ 21,612.25		
<b>TOTALS</b>				\$ -	\$ -	\$ 21,612.25	\$ 21,612.25		
<b>ALDERSGATE CONSTRUCTION</b>									
				\$ -	\$ -	\$ -	\$ -	6/27/2023	
				\$ -	\$ -	\$ -	\$ -	1/9/2024	
				\$ -	\$ -	\$ -	\$ -	9/12/2024	

QUIMBY FUNDS-DETAIL REPORT

Developer	Project		Quimby Funds			GL Code Assigned
	No.	Description	Budgeted	Expended	Awarded	
	Location		Balance	Committed Date	Allocation Date	
	1		\$ -	\$ -		
			\$ -	\$ -		
<b>HABITAT FOR HUMANITY</b>			\$ 35,242.00		3/6/2024	
	1		\$ 35,242.00			
	2		\$ 35,242.00			
	3		\$ 35,242.00			
	4		\$ 35,242.00			
	5		\$ 35,242.00			
			\$ 35,242.00			
			\$ -	\$ -		
<b>SHEA HOMES</b>			\$ 1,264,500.00		11/21/2024	
	1		\$ 1,264,500.00			
	2		\$ 1,264,500.00			
	3		\$ 1,264,500.00			
	4		\$ 1,264,500.00			
	5		\$ 1,264,500.00			
			\$ 1,264,500.00			
			\$ -	\$ -		
<b>Grand Total</b>			\$ 2,950,100.00	\$ 2,563,372.83	\$ 7,311,114.95	\$ 4,747,742.12

QUIMBY FUNDS SUMMARY REPORT

Date Received	Amount	Amount Earmarked	Developer	Development Case #	Amount Expended	Balance	Allocation Date
7/31/14	\$ 615,709.00	\$ 720,600.00	AMLI Residential	Springville (RPD-173)	\$ 615,709.00	\$ -	7/31/2019
1/31/15	\$ 2,250,489.70	\$ 2,250,489.70	Fairfield LLC		\$ 1,527,616.27	\$ 722,873.43	1/31/2020
8/8/16	\$ 2,649,209.00	\$ -	Comstock/Elacora Mission Oaks		\$ 189,887.74	\$ 2,459,321.26	8/8/2021
8/10/16	\$ 474,353.00	\$ 629,500.00	KB Homes**		\$ 230,159.82	\$ 244,193.18	8/10/2021
6/7/18	\$ 21,612.25	\$ -	Crestview		\$ -	\$ 21,612.25	6/7/2023
6/27/18	\$ -	\$ -	Aldersgate Construction		\$ 146,682.55	\$ -	REFUNDED
3/6/19	\$ 35,242.00	\$ -	Habitat for Humanity		\$ -	\$ 35,242.00	3/6/2024
9/12/19	\$ -	\$ -	Aldersgate Construction		\$ 92,200.46	\$ -	REFUNDED
11/21/19	\$ 1,264,500.00	\$ -	Shea Homes		\$ -	\$ 1,264,500.00	11/21/2024
<b>Total</b>	<b>\$ 7,311,114.95</b>				<b>\$ 2,802,255.84</b>	<b>\$ 4,747,742.12</b>	

\*Amount allocated exceeds fee total due to Valle Lindo Restroom Project, excess expenses to be allocated from KB Homes

\*\*Expenses for Valle Lindo above AMLI fee amount allocated here, full allocated amount yet to be spent

Pleasant Valley Recreation & Park District  
 FY 19-20 Investments Summary  
 30-June-20

Purchase Date	Maturity Date	Purchase Price	Market Price	Accrued Interest	Est. Annual Income	Est. Yield	Cur. Market Value	Int. Received Since Inception
<b>MBS Investments:</b>								
2/10/2016	2/10/2021	200,000.00	101.2100	1,506.58	3,900.00	1.92%	202,420.00	15,610.69
2/12/2016	2/12/2021	200,000.00	100.9720	1,294.79	3,400.00	1.68%	201,944.00	13,609.31
<b>MBS Investments Total</b>		400,000.00		7,300.00			404,364.00	29,220.00

MBS Interest Summary		2019-2020				2019-2020	Int. Received Since Inception
FY15-16 Interest	FY16-17 Interest	FY17-18 Interest	FY18-19 Interest	Q1 Interest	Q2 Interest	Q3 Interest	Q4 Interest
1,340.13	11,362.53	11,342.53	11,342.53	4,638.94	997.86	4,366.68	-
<b>YTD Dividends and Interest</b>							10,003.48

LALF:		2019-2020				2019-2020	Ending Cash Balance Per GL
Q1 Interest	Q2 Interest	Q3 Interest	Q4 Interest	Current Qtr. Interest Rate	YTD Interest Earned	YTD Interest Earned	Balance Per GL
\$ 16,747.77	\$ -	\$ 14,264.83	\$ -		\$ 31,012.60	\$ 31,012.60	2,502,111.78

Ventura County Pool & CALTRUST		2019-2020				2019-2020	Ending Cash Balance Per GL
County Pool Restricted -0241	CALTRUST & County Unrestricted-0240	Q1 Interest	Q2 Interest	Q3 Interest	Q4 Interest	YTD Interest Earned	Balance Per GL
\$ 15,292.89	\$ 8,076.65	\$ 28,189.24	\$ 3,051.05	\$ 24,827.27	\$ 6,060.15	\$ 970.91	4,544,069.90
<b>Total</b>							1,461,252.17

Pacific Western Bank Accounts		2019-2020				2019-2020	Ending Cash Balance Per GL						
457 Pension	Assessment District Capital	Contingency	Debt Service	Quimby	Q1 Interest	Q2 Interest	Q3 Interest	Q4 Interest	YTD Interest Earned	Balance Per GL			
\$ 50.47	\$ 458.48	\$ 73.84	\$ 208.29	\$ 240.86	\$ 166.33	\$ 49.59	\$ 125.55	\$ 74.16	\$ 27.60	\$ 123.37			
\$ 37.06	\$ 440.73	\$ 65.68	\$ 22.64	\$ 179.59	\$ 223.13	\$ 6.06	\$ 87.32	\$ 10.72	\$ 3.73	\$ 27.08			
<b>Total</b>							\$ 143.18	\$ 1,112.08	\$ 224.40	\$ 262.26	\$ 556.38	\$ 679.02	60,353.49
<b>Total</b>							\$ 1,112.08	\$ 42,369.20	\$ 76,203.42	\$ 126,729.66	\$ 139,547.25		

Total Invested Balance Including MBS		2019-2020				2019-2020	Ending Cash Balance Per GL
Interest Earnings Summary	YTD Interest Earned	Q1 Interest	Q2 Interest	Q3 Interest	Q4 Interest	YTD Interest Earned	Balance Per GL
45,954.52	32,900.90	\$ 50,487.76	\$ 1,118.38	\$ 130,461.56			
<b>Total Dividends and Interest</b>							10,276,642.59

Pleasant Valley Recreation and Park District  
 Finance Report  
 July 2020

	<b>Date</b>	<b>Amount</b>	
Accounts Payables:	07/2020	\$ 403,557.69	
	<b>Total</b>	<b>\$ 403,557.69</b>	
Payroll (Total Cost):	7/9/2020	\$ 130,862.35	
	7/23/2020	\$ 127,269.26	
	<b>Total</b>	<b>\$ 258,131.61</b>	
Outgoing:Online Payments			
	7/10/2020	\$ 33,232.86	CALPERS- Health Insurance
	7/13/2020	\$ 14,610.90	CALPERS- Ret.- PR 07/09/20
	7/13/2020	\$ 479.55	07/2020-VSP Insurance
	7/13/2020	\$ 1,877.56	07/2020-Hartford Insurance
	7/13/2020	\$ 2,381.59	07/2020-Guardian Insurance
	7/27/2020	\$ 14,919.84	City Of Camarillo- Water
	7/28/2020	\$ 1,118.95	SoCal Gas Co.
	7/29/2020	\$ 16.99	Spectrum Business
	7/29/2020	\$ 63.70	Sprint
	7/29/2020	\$ 4,336.74	EJ Harrison
	7/29/2020	\$ 14,403.88	CALPERS- Ret.- PR 07/23/20
	<b>Total</b>	<b>\$ 87,442.56</b>	
	<b>Grand Total</b>	<b>\$ 749,131.86</b>	

# CASH REPORT

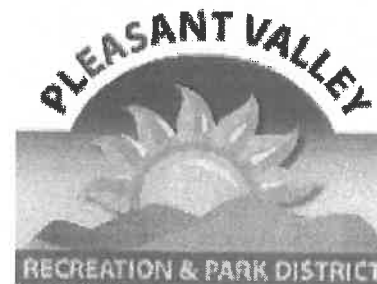
	7/31/2020 Balance	7/31/2019 Balance	
<b>Restricted Funds</b>			
Debt Service - Restricted	\$ 126,733.97	\$ 365,251.14	
457 Pension Trust Restricted	\$ 60,355.54	\$ 67,098.11	
Quimby Fee - Restricted	\$ 139,207.23	\$ 171,869.25	
Multi-Bank Securities Restricted	\$ 415,421.14	\$ 661,096.74	
Ventura County Pool - Restricted	\$ 4,555,874.88	\$ 4,191,635.37	
FCDP Checking	\$ 22,128.61	\$ 20,979.04	
<b>Total</b>	<b>\$ 5,319,721.37</b>	<b>\$ 5,477,929.65</b>	
<b>Semi-Restricted Funds</b>			
Assessment	\$ 893,493.56	\$ 681,274.66	
Capital Improvement	\$ 63,739.35	\$ 30,979.88	
Capital - Vehicle Replacement	\$ 79,843.80	\$ 50,843.80	
Capital - Designated Project	\$ 16,397.94	\$ 16,397.94	
LAIF - Capital	\$ 2,361,410.24	\$ 2,724,443.03	
Contingency - Dry Period	\$ 361,000.00	\$ 271,000.00	
Contingency - Computer	\$ 15,000.00	\$ 10,000.00	
Contingency - Repair/Oper/Admin	\$ 50,000.00	\$ 30,000.00	
<b>Total</b>	<b>\$ 3,840,884.89</b>	<b>\$ 3,814,939.31</b>	
<b>Unrestricted Funds</b>			
Contingency	\$ 76,204.69	\$ 766,059.76	
LAIF/Cal Trust - Contingency	\$ 1,621,990.60	\$ 836,862.31	
General Fund Checking	\$ 349,796.43	\$ 281,460.53	
<b>Total</b>	<b>\$ 2,047,991.72</b>	<b>\$ 1,884,382.60</b>	
<b>Total of all Funds</b>	<b>\$ 11,208,597.98</b>	<b>\$ 11,177,251.56</b>	<b>\$ 31,346.42</b>

	8/10/2020 Balance	8/31/2019 Balance	
<b>Restricted Funds</b>			
Debt Service - Restricted	\$ 126,733.97	\$ 242,623.40	
457 Pension Trust Restricted	\$ 60,355.54	\$ 67,098.11	
Quimby Fee - Restricted	\$ 139,065.79	\$ 11,068.98	
Multi-Bank Securities Restricted	\$ 415,421.14	\$ 660,764.48	
Ventura County Pool - Restricted	\$ 4,555,874.88	\$ 4,191,635.37	
FCDP Checking	\$ 22,128.61	\$ 20,979.04	
<b>Total</b>	<b>\$ 5,319,579.93</b>	<b>\$ 5,194,169.38</b>	
<b>Semi-Restricted Funds</b>			
Assessment	\$ 891,540.41	\$ 578,427.60	
Capital Improvement	\$ 113,739.35	\$ 30,979.88	
Capital - Vehicle Replacement	\$ 79,843.80	\$ 50,843.80	
Capital - Designated Project	\$ 16,397.94	\$ 16,397.94	
LAIF - Capital	\$ 2,361,410.24	\$ 2,706,443.03	
Contingency - Dry Period	\$ 361,000.00	\$ 271,000.00	
Contingency - Computer	\$ 15,000.00	\$ 10,000.00	
Contingency - Repair/Oper/Admin	\$ 50,000.00	\$ 30,000.00	
<b>Total</b>	<b>\$ 3,888,931.74</b>	<b>\$ 3,694,092.25</b>	
<b>Unrestricted Funds</b>			
Contingency	\$ 76,204.69	\$ 766,059.76	
LAIF/Cal Trust - Contingency	\$ 1,621,990.60	\$ 586,862.31	
General Fund Checking	\$ 111,512.05	\$ 191,734.99	
<b>Total</b>	<b>\$ 1,809,707.34</b>	<b>\$ 1,544,657.06</b>	
<b>Total of all Funds</b>	<b>\$ 11,018,219.01</b>	<b>\$ 10,432,918.69</b>	<b>\$ 585,300.32</b>

# Bank Reconciliation

## Board Audit

User: fsantos  
 Printed: 08/07/2020 - 2:41PM  
 Date Range: 07/01/2020 - 07/31/2020  
 Systems: 'AP'



Check No.	Vendor/Employee	Transaction Description	Date	Amount
<b>Fund: 10 General Fund</b>				
<b>Department: 00 Non Departmentalized</b>				
0	BRENDEN FUGGLES	B.FUGGLES: TO REP. RETURNED	07/14/2020	289.60
23647	LAURA CRISOSTOMO	L.CRISOSTOMO: SECURITY DEPO	07/16/2020	50.00
23652	LAURA TORRES	L.TORRES: SECURITY DEPOSIT R	07/16/2020	458.00
23660	CAPRI	CAPRI; 7/1/20-6/30/21- 1ST QTR AN	07/16/2020	73,031.50
23690	DEVENS FITNESS	DEVENS FITNESS: SECURITY DEI	07/30/2020	150.00
23692	MICHELE GARDNER	M.GARDNER: INSURANCE FEE RI	07/30/2020	192.00
23697	PLEASANT VALLEY HISTORICAL	PVY HIST. SOCIETY: SECURITY I	07/30/2020	300.00
23700	ROBERT SCHETTER	R.SCHETTER: SECURITY DEPOSIT	07/30/2020	150.00
<b>Total for Department: 00 Non Departmentalized</b>				<b>74,621.10</b>
<b>Department: 03 Recreation</b>				
0	US BANK	US BANK: CALCARD CHARGES/S	07/10/2020	1,583.47
23649	PLEASANT VALLEY SCHOOL DIST	PV SCHOOL DIST.; REF. PV2020	07/16/2020	4,482.52
23667	JENNIFER LAWSON	JENNIFER LAWSON: SUMMER CA	07/16/2020	600.00
23676	AMERICAN RED CROSS	AMERICAN RED CROSS: LG- 1ST.	07/16/2020	1,230.00
23693	MARINA GONZALEZ-ACEVEDO	M.GONZALEZ-ACEVEDO: REFUN	07/30/2020	520.00
23694	DEBRA GREENWOOD	D.GREENWOOD: INSTRUCTOR FE	07/30/2020	1,111.50
<b>Total for Department: 03 Recreation</b>				<b>9,527.49</b>
<b>Department: 04 Parks</b>				
0	CITY OF CAMARILLO	CITY OF CAM. - WATER SERVICE/I	07/17/2020	13,670.29
0	CITY OF CAMARILLO	CITY OF CAM.; WATER SERVICE/.	07/22/2020	23,911.88
0	CULLIGAN OF SYLMAR	CULLIGAN: 06/2020 BOTTLED WA	07/15/2020	40.55
0	GRAINGER	GRAINGER: SHARPS CONTAINER	07/30/2020	50.18
0	SOCAL GAS COMPANY	SOCAL GAS CO.: GAS SERVICE/C	07/30/2020	48.79
0	SOCAL GAS COMPANY	SOCAL GAS CO.: GAS SERVICE/FI	07/31/2020	92.69
0	SOUTHERN CALIF EDISON COMP.	SCE: POWER SERVICE/WOODCRE	07/15/2020	5,521.60
0	SOUTHERN CALIF EDISON COMP.	SCE: POWER SERVICE/ARNEILL F	07/17/2020	1,342.80
0	SOUTHERN CALIF EDISON COMP.	SCE: POWER SERVICE/BIRCHVIE'	07/22/2020	411.04
0	SOUTHERN CALIF EDISON COMP.	SCE: POWER SERVICE/COMMUNI	07/30/2020	3,385.05
0	US BANK	US BANK: CALCARD CHARGES/S	07/10/2020	869.05
0	WEX BANK	WEX BANK: 06/2020 FUEL PURCH	07/02/2020	2,965.09
0	CLAYTON RUTKOWSKI	C.RUTKOWSKI: PANTS REIMBUR.	07/30/2020	294.72
23645	AIRWORKS SOLUTIONS INC.	AIRWORKS: HVAC REPAIR- REP. C	07/16/2020	1,272.39
23646	CRESTVIEW MUTUAL WATER CO.	CRESTVIEW MUTUAL WATER: W/	07/16/2020	54.00
23647	LAURA CRISOSTOMO	L.CRISOSTOMO: RENTAL FEE REI	07/16/2020	52.50
23648	PLEASANT VALLEY COOP PRESCH	PV CO-OP PRESCHOOL: RENTAL I	07/16/2020	480.00
23650	RAIN MASTER IRRIGATION SYST.	RAINMASTER IRRIGATION SYS: I	07/16/2020	568.10
23651	SITEONE LANDSCAPE SUPPLY LL	SITEONE: IRRIGATION SUPPLIES/	07/16/2020	268.18
23652	LAURA TORRES	L.TORRES: RENTAL FEE REFUND	07/16/2020	1,323.00
23653	TRAFFIC TECHNOLOGIES LLC.	TRAFFIC TECH: 14X10 ENG.GREE	07/16/2020	530.13
23654	W & S SERVICES	W&S: SEWER SERVICE/FREEDOM	07/16/2020	514.80
23659	B & B DO IT CENTER	B&B: EXHAUST FANS (LOCKER R	07/16/2020	38.66
23674	CAMROSA WATER DISTRICT	CAMROSA: WATER SERVICE/ENC	07/16/2020	22,061.38
23681	COUNTY OF VENTURA	COUNTY OF VENTURA: ANNUAL	07/28/2020	590.19
23682	COUNTY OF VENTURA	COUNTY OF VENTURA: ANNUAL	07/28/2020	367.71
23683	AIRWORKS SOLUTIONS INC.	AIRWORKS: CHECK ON HVAC LE	07/30/2020	1,636.30



Check No.	Vendor/Employee	Transaction Description	Date	Amount
23684	AMERICAN BUILDING COMFORT	AMERICAN BLDG. COMFORT: HV	07/30/2020	348.34
23685	AMERICAN RESOURCE REC VY	AMERICNA RESOURCE REC VY.: (	07/30/2020	947.39
23686	B & B DO IT CENTER	B&B: ENTRY KNOB RETURN	07/30/2020	59.20
23689	DEPT. OF INDUSTRIAL RELATON	DEPT: OF IND. RELATIONS: INSPE	07/30/2020	657.50
23691	EMPIRE CLEANING SUPPLY	EMPIRE: LYSOL/COVID SUPPLIES	07/30/2020	287.97
23692	MICHELE GARDNER	M.GARDNER: RENTAL FEE REFUI	07/30/2020	810.00
23695	LINCOLN AQUATICS	LINCOLN AQUATICS: LIQUID CHI	07/30/2020	741.00
23697	PLEASANT VALLEY HISTORICAL	PVY HIST. SOCIETY: RENTAL FEI	07/30/2020	445.00
23698	PLEASANT VALLEY LIONS	PLEASANT VALLEY LIONS: RENT	07/30/2020	2,093.50
23699	RAIN MASTER IRRIGATION SYST.	RAIN MASTER IRRIG.SYS: REV. P	07/30/2020	568.10
23701	TRAFFIC TECHNOLOGIES LLC.	TRAFFIC TECH: SIGN LINK BRAC	07/30/2020	168.09
23702	US YOUTH VOLLEYBALL LEAGU	US YOUTH VOLLEYBALL LEAGU	07/30/2020	390.00
23706	B & B DO IT CENTER	B&B: ANT KILLER & SQUIRREL B	07/30/2020	113.77
23707	CAMARILLO LAWNMOWER	CAMARILLO LAWNMOWER: BEL	07/30/2020	160.01
23710	SITEONE LANDSCAPE SUPPLY LI	SITEONE: IRRIGATION SUPPLIES/	07/30/2020	213.66
23712	CITY OF CAMARILLO	CITY OF CAMARILLO:WATER SEF	07/31/2020	15,035.25
Total for Department: 04 Parks				105,399.85
Department: 05 Administration				
0	CULLIGAN OF SYLMAR	CULLIGAN WATER: 06/2020 CULL	07/02/2020	88.30
0	PACIFIC WESTERN BANK	PACWEST: 06/2020 ANALYSIS FEE	07/30/2020	42.68
0	US BANK	US BANK: CALCARD CHARGES/S	07/10/2020	2,417.95
23647	LAURA CRISOSTOMO	L,CRISOSTOMO: ADM. PROCESSI	07/16/2020	25.00
23652	LAURA TORRES	L.TORRES: ADM. PROCESSING FE	07/16/2020	25.00
23656	ADVANTAGE TELECOM/A+WIREL	ADVANTAGE TELECOM; 07/2020 1	07/16/2020	1,506.42
23657	ALLCONNECTED, INC.	ALLCONNECTED: SERVERS & M/	07/16/2020	11,226.54
23658	ALLCONNECTED, INC.	ALLCONNECTED: ETHERNET SW	07/16/2020	8,816.56
23661	CAPRI	CAPRI; 7/1/20-6/30/21- 1ST HALF A	07/16/2020	104,042.00
23662	CARPD	CARPD: 7/1/20-06/30/21 MEMBERS	07/16/2020	2,500.00
23663	CPRS	CPRS: 20/21- MEMBERSHIP DUES	07/16/2020	555.00
23664	DIGITAL DEPLOYMENT	DIGITAL DEPLOYMENT: 07/2020 1	07/16/2020	300.00
23665	J. THAYER COMPANY	J.THAYER: ACCTG. SUPPLIES- BI	07/16/2020	122.90
23666	LAFCO	LAFCO: 20/21 APPORTIONMENT C	07/16/2020	6,241.00
23668	MYRON CORP.	MYRON: 20/21 DAILY SCHEDULEI	07/16/2020	158.63
23669	PRODUCTIVE PARKS LLC	PRODUCTIVE PARKS: SOFTWARE	07/16/2020	2,658.00
23670	PRODUCTIVE PARKS LLC	PRODUCTIVE PARKS: ANNUAL S	07/16/2020	4,834.00
23671	QUADIANT LEASING USA, INC.	QUADIANT: POSTAGE MACHINE 1	07/16/2020	258.44
23672	SBRK FINANCE HOLDINGS, INC.	SPRINGBROOK: ANNUAL FIN, SU	07/16/2020	7,947.00
23673	VCSDA	VCSDA: 2020/2021 VCSDA DUES	07/16/2020	150.00
23675	ALESHIRE & WYNDER LLP	ALESHIRE & WYNDER LLP: 06/20	07/16/2020	6,177.50
23677	KONICA MINOLTA	KONICA MINOLTA: 06/2020 BIZHU	07/16/2020	687.12
23678	SIGNARAMA	SIGNARAMA: POSTED OPERATIN	07/16/2020	31.63
23680	CANON SOLUTIONS AMERICA IN	CANNON: VINYL & PIGMENT INK	07/28/2020	1,688.09
23687	BAY ALARM	BAY ALARM:ALARM MONITORIN	07/30/2020	330.00
23692	MICHELE GARDNER	M.GARDNER: ADM. PROCESSING	07/30/2020	25.00
23696	NRPA	NRPA: MEMBERSHIP RENEWAL- 1	07/30/2020	875.00
23697	PLEASANT VALLEY HISTORICAL	PV HIST. SOCIETY: ADM FEE PRC	07/30/2020	25.00
23702	US YOUTH VOLLEYBALL LEAGU	US YOUTH VOLLEYBALL LEAGU	07/30/2020	25.00
23704	ALLCONNECTED, INC.	ALLCONNECTED: 07/2020 CLOUD	07/30/2020	1,174.00
23705	ALLCONNECTED, INC.	ALLCONNECTED: SERVERS, POW	07/30/2020	3,954.10
23708	J. THAYER COMPANY	J,THAYER: COPY PAPER	07/30/2020	111.99
23711	CODY SWANSON	C.SWANSON: INSTRUCTOR FEES/	07/30/2020	62.50
Total for Department: 05 Administration				169,082.35
Total for Fund:10 General Fund				358,630.79

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 20 Assessment Fund				
Department: 00 Non Departmentalized				
23655	WEST COAST ARBORISTS INC.	WCA: TREE SERVICE/WOODCREE	07/16/2020	2,497.50
23688	BRIGHTVIEW LANDSCAPE SERVI	BRIGHTVIEW1 07/2020 LS MAINT.	07/30/2020	26,383.87
23709	NATURAL GREEN LANDSACAPES	NATURAL GREEN L/S: 07/2020 LS	07/30/2020	15,698.41
Total for Department: 00 Non Departmentalized				44,579.78
Total for Fund:20 Assessment Fund				44,579.78

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 30 Park Dedication Fund				
Department: 00				
0	US BANK	US BANK: CALCARD CHARGES/S	07/10/2020	255.15
23703	VENTURA COUNTY STAR	VENTURA COUNTY STAR: CALL I	07/30/2020	91.97
Total for Department: 00				347.12
Total for Fund:30 Park Dedication Fund				347.12

Grand Total

403,557.69

QUIMBY FUNDS- DETAIL REPORT

Developer		Project			Quimby Funds		Allocation		GL Code
No.	Location	Description	Budgeted	Expended	Awarded	Balance	Committed Date	Allocation Date	Assigned
<b>AMLI</b>									
1	Nancy Bush	Nancy Bush Picnic Area(s)	\$ 45,600.00	\$ 29,585.62	\$ 615,709.00	\$ 615,709.00		7/31/2019	8446
2	Valle Lindo	Valle Lindo RR/Pavillion*	\$ 425,000.00	\$ 364,574.44		\$ 586,125.38			8444
3	Nancy Bush	Nancy Bush Playground	\$ 250,000.00	\$ 221,548.94		\$ 221,548.94	12/6/2018		8445
							10/3/2018		
<b>TOTALS</b>			\$ 720,600.00	\$ 615,709.00	\$ -	\$ -			
<b>FAIRFIELD LLC</b>									
1	Freedom	Freedom Baseball Fields- Non- Contract Cost	\$ 504,121.78	\$ 504,121.78	\$ 2,250,489.70	\$ 2,250,489.70		1/31/2020	8459
2	Freedom	Freedom Baseball Fields- Contract Cost	\$ 1,100,000.00	\$ 411,628.87		\$ 1,746,367.92			
3	PVAC	PVAC Restrooms and Showers	\$ 500,000.00	\$ 612,120.77		\$ 1,334,759.05	11/7/2018		8469
4						\$ 722,618.28			
5						\$ 722,618.28			
<b>TOTALS</b>			\$ 1,600,000.00	\$ 1,527,871.42	\$ -	\$ 722,618.28			
<b>ELACORA MISSION OAKS</b>									
1	Encanto	PG Equipment Installation	\$ 189,887.74	\$ 189,887.74	\$ 2,649,209.00	\$ 2,649,209.00		8/7/2021	
2						\$ 2,459,321.26			
3						\$ 2,459,321.26			
4						\$ 2,459,321.26			
5						\$ 2,459,321.26			
<b>TOTALS</b>			\$ -	\$ 189,887.74	\$ -	\$ 2,459,321.26			
<b>KB HOMES</b>									
1	Valle Lindo	Valle Lindo RR/Pavillion*	\$ 425,000.00	\$ 32,368.30	\$ 474,353.00	\$ 474,353.00		8/10/2021	8444
2	Mel Vincent	Mel Vincent Park Restrooms	\$ 139,500.00	\$ 166,253.78		\$ 441,984.70			8460
3	Nancy Bush	Nancy Bush Pavillion	\$ 65,000.00	\$ 31,537.74		\$ 275,730.92			8447
4						\$ 244,193.18			
5						\$ 244,193.18			
<b>TOTALS</b>			\$ 629,500.00	\$ 230,159.82	\$ -	\$ 244,193.18			
<b>CRESTVIEW</b>									
1					\$ 21,612.25	\$ 21,612.25		6/7/2023	
2						\$ 21,612.25			
3						\$ 21,612.25			
4						\$ 21,612.25			
5						\$ 21,612.25			
<b>TOTALS</b>			\$ -	\$ -	\$ -	\$ 21,612.25			
<b>ALDERSGATE CONSTRUCTION</b>									
					\$ -	\$ -		6/27/2023	
					\$ -	\$ -		1/9/2024	
					\$ -	\$ -		9/12/2024	

QUIMBY FUNDS- DETAIL REPORT

Developer	Project			Quimby Funds			GL Code Assigned		
	No.	Location	Description	Budgeted	Expended	Awarded		Balance	Committed Date
	1			\$ -	\$ -	\$ -	\$ -		
	1			\$ -	\$ -	\$ 35,242.00	\$ 35,242.00		3/6/2024
HABITAT FOR HUMANITY	1			\$ -	\$ -	\$ -	\$ 35,242.00		
	2			\$ -	\$ -	\$ -	\$ 35,242.00		
	3			\$ -	\$ -	\$ -	\$ 35,242.00		
	4			\$ -	\$ -	\$ -	\$ 35,242.00		
	5			\$ -	\$ -	\$ -	\$ 35,242.00		
				\$ -	\$ -	\$ -	\$ 35,242.00		
	1			\$ -	\$ -	\$ 1,264,500.00	\$ 1,264,500.00		11/21/2024
SELA HOMES	2			\$ -	\$ -	\$ -	\$ 1,264,500.00		
	3			\$ -	\$ -	\$ -	\$ 1,264,500.00		
	4			\$ -	\$ -	\$ -	\$ 1,264,500.00		
	5			\$ -	\$ -	\$ -	\$ 1,264,500.00		
				\$ -	\$ -	\$ -	\$ 1,264,500.00		
<b>Grand Total</b>				\$ 2,990,100.00	\$ 2,503,627.98	\$ 7,311,114.95	\$ 4,747,486.97		

QUIMBY FUNDS SUMMARY REPORT

Date Received	Amount	Amount Earmarked	Developer	Development Case #	Amount Expended	Balance	Allocation Date
7/31/14	\$ 615,709.00	\$ 720,600.00	AMLI Residential	Springville (RPD-173)	\$ 615,709.00	\$ -	7/31/2019
1/31/15	\$ 2,250,489.70	\$ 2,250,489.70	Fairfield LLC		\$ 1,527,871.42	\$ 722,618.28	1/31/2020
8/8/16	\$ 2,649,209.00	\$ -	Comstock/Eiacora Mission Oaks		\$ 189,887.74	\$ 2,459,321.26	8/8/2021
8/10/16	\$ 474,353.00	\$ 629,500.00	KB Homes**		\$ 230,159.82	\$ 244,193.18	8/10/2021
6/7/18	\$ 21,612.25	\$ -	Crestview		\$ -	\$ 21,612.25	6/7/2023
6/27/18	\$ -	\$ -	Aldersgate Construction		\$ 146,682.55	\$ -	REFUNDED
3/6/19	\$ 35,242.00	\$ -	Habitat for Humanity		\$ -	\$ 35,242.00	3/6/2024
9/12/19	\$ -	\$ -	Aldersgate Construction		\$ 92,200.46	\$ -	REFUNDED
11/21/19	\$ 1,264,500.00	\$ -	Shea Homes		\$ -	\$ 1,264,500.00	11/21/2024
<b>Total</b>	<b>\$ 7,311,114.95</b>				<b>\$ 2,802,510.99</b>	<b>\$ 4,747,486.97</b>	

\* Amount allocated exceeds fee total due to Valle Lindo Restroom Project, excess expenses to be allocated from KB Homes

\*\*Expenses for Valle Lindo above AMLI fee amount allocated here, full allocated amount yet to be spent

## MBS – Multi Bank Securities

<b>MBS - US Treasury Type</b>	<b>March 13 2019</b>	<b>April 9 2019</b>	<b>May 8 2019</b>	<b>June 10 2019</b>	<b>July 9 2019</b>	<b>August 12 2019</b>	<b>Sept 12 2019</b>	<b>Oct 9 2019</b>	<b>Nov 12 2019</b>
US 3 Month	2.388%	2.376%	2.399%	2.215%	2.148%	1.927%	1.870%	1.630%	1.540%
US 6 Month	2.445%	2.375%	2.388%	2.128%	2.065%	1.875%	1.840%	1.635%	1.532%
US 1 Year	2.435%	2.332%	2.295%	1.961%	1.932%	1.702%	1.755%	1.542%	1.515%
US 2 Year	2.463%	2.346%	2.297%	1.904%	1.886%	1.575%	1.720%	1.449%	1.652%
US 3 Year	2.433%	2.294%	2.264%	1.874%	1.835%	1.503%	1.685%	1.402%	1.679%
US 5 Year	2.522%	2.306%	2.287%	1.915%	1.857%	1.484%	1.645%	1.389%	1.723%
	<b>Dec 11 2019</b>	<b>Jan 15 2020</b>	<b>Feb 11 2020</b>	<b>March 10 2020</b>	<b>April 6 2020</b>	<b>May 12 2020</b>	<b>June 9 2020</b>	<b>July 8 2020</b>	<b>August 10 2020</b>
US 3 Month	1.525%	1.527%	1.515%	.386%	.093%	.102%	.155%	.137%	.088%
US 6 Month	1.522%	1.525%	1.485%	.368%	.137%	.123%	.175%	.148%	.110%
US 1 Year	1.500%	1.490%	1.430%	.325%	.150%	.138%	.175%	.143%	.123%
US 2 Year	1.636%	1.558%	1.423%	.404%	.264%	.169%	.204%	.159%	.121%
US 3 Year	1.655%	1.707%	1.401%	.472%	.337%	.218%	.251%	.183%	.133%
US 5 Year	1.664%	1.783%	1.421%	.514%	.444%	.351%	.404%	.301%	.218%



## Ventura County Pool

Investment Name	February 2019	March 2019	April 2019	May 2019	June 2019	July 2019	August 2019	September 2019	October 2019
<b>Ventura County Pool</b>	2.669%	2.655%	2.677%	2.686%	2.707%	2.639%	2.563%	2.497%	2.363%
	<b>November 2019</b>	<b>December 2019</b>	<b>January 2020</b>	<b>February 2020</b>	<b>March 2020</b>	<b>April 2020</b>	<b>May 2020</b>	<b>June 2020</b>	<b>July 2020</b>
<b>Ventura County Pool</b>	2.259%	2.089%	2.02%	1.995%	1.887%	1.796%	1.604%	1.451%	1.293%

• Rates are determined at the end of the month

## Local Agency Investment Fund (LAIF)

Investment Name	February 2019	March 2019	April 2019	May 2019	June 2019	July 2019	August 2019	September 2019	October 2019
<b>Local Agency Investment Fund (LAIF)</b>	2.392%	2.436%	2.445%	2.449%	2.428%	2.379%	2.341%	2.280%	2.190%
	<b>November 2019</b>	<b>December 2019</b>	<b>January 2020</b>	<b>February 2020</b>	<b>March 2020</b>	<b>April 2020</b>	<b>May 2020</b>	<b>June 2020</b>	<b>July 2020</b>
<b>Local Agency Investment Fund (LAIF)</b>	2.150%	2.043%	1.967%	1.912%	1.787%	1.648%	1.363%	1.217%	.920%

## Cal Trust

Investment Name	February 2019	March 2019	April 2019	May 2019	June 2019	July 2019	August 2019	September 2019	October 2019
<b>Cal Trust</b>	2.29%	2.30%	2.32%	2.29%	2.27%	2.26%	2.03%	2.00%	1.77%
	.0	December 2019	January 2020	February 2020	March 2020	April 2020	May 2020	June 2020	July 2020
<b>Cal Trust</b>	1.56%	1.52%	1.50%	1.50%	.79%	.27%	.15%	.10%	.07%

**PLEASANT VALLEY RECREATION AND PARK DISTRICT  
STAFF REPORT / AGENDA REPORT**

**TO: BOARD OF DIRECTORS**

**FROM: MARY OTTEN, GENERAL MANAGER**  
**By: Leonore Young, Administrative Services Manager**

**DATE: September 2, 2020**

**SUBJECT: FINANCE REPORT JUNE 2020**

**RECOMMENDATION**

It is recommended the Board review and approve the **PRELIMINARY/UNAUDITED** Financial Statements for June 30, 2020 for Fund 10, Fund 20 and Fund 30.

**ANALYSIS OF COMPARATIVE FINANCIAL THROUGH JUNE 30, 2020**

The District's **PRELIMINARY/UNAUDITED** Statements of Revenues and Expenditures for the period of July 1, 2019 through June 30, 2020 with a year-to-date comparison for the period of July 1, 2018 through June 30, 2019 are attached. The percentage rate used for the 2019-2020 fiscal year budget is 100% for Period 12 of the fiscal year.

**REVENUES**

Total **PRELIMINARY/UNAUDITED** revenue for the 12<sup>th</sup> month ending June 30, 2020 for Fund 10 (General Fund) has an overall increase of \$29,926 in comparison to fiscal year 2018-2019. The variance from prior year is made up of an increase in 1) Property Tax Apportionment (\$281,720), 2) Hill Fire 2018 Reimbursement (\$80,620) and 3) ROPS (\$21,974) and a decrease in multiple lines primarily due to COVID-19 that started affecting the District in March 2020 and is continuing. The following line items all experienced a decrease: 1) Public Fees (\$179,235), 2) Rentals (\$113,190), 3) Contract Classes-Public Fees (\$81,686), 4) Other /Purchase Discount Taken (\$31,645) and 5) Public Fees – Entry Fees (\$27,325). The remaining part of the variance is made of various accounts.

Total **PRELIMINARY/UNAUDITED** revenue for the 12<sup>th</sup> month ending June 30, 2020 for Fund 20 (Assessment District) is at 100.14% of budget.

Fund 30, the Park Dedication Fund received \$1,264,500 from Shea Homes and \$92,200 from Aldersgate Construction for a total of \$1,356,700 for fiscal year 2019-2020. Of the \$1,356,700 the District was informed by the City of Camarillo there was an overpayment of \$92,200 from Aldersgate. Minus the refund a total of \$1,264,500 was received for park dedication funds.

**EXPENDITURES**

**PRELIMINARY/UNAUDITED** Personnel Expenditures have decreased by \$144,585 for fiscal year 2019-2020 in comparison to personnel expenses for the same time last year. The variance is

made up of multiple line items, some with significant decreases; Part-Time Wage (\$204,558) and Workers Compensation (\$70,727) which is primarily due to COVID-19 and an increase in Full-Time Wages (\$142,532) due to moving the part-time year round from part-time wages to full-time wages.

**PRELIMINARY/UNAUDITED** Service and Supply Expenditures for Fund 10 have increased \$266,100 in comparison to the same period last year. This increase in expenditure is primarily due to the following items: 1) Hill Fire 2018 (\$308,521) and 2) COVID-19 Refunds (\$97,465). There are various accounts that have decreases in overall expenses in comparison to prior year that help offset the increase of the above listed line items that equal \$405,986.

**PRELIMINARY/UNAUDITED** Fund 20 is at 102.28% in Personnel and 97.18% in Service and Supplies.

**PRELIMINARY/UNAUDITED** Fund 30 has no Personnel Expenses for the fiscal year 2019-2020 and Services and Supplies expenses consist of \$239,002 which includes a Quimby Fee refund of \$238,883 [Aldersgate (\$92,200) and Aldersgate (\$146,683)] that was paid to a developer for overpayment of Quimby Fees.

The Capital projects finished at 93% of budget on June 30, 2020.

#### **FISCAL IMPACT**

Overall, the **PRELIMINARY/UNAUDITED** financials show the District is under the approved budget for Fund 10 by 6.38% and Fund 20 by 2.69%.

#### **RECOMMENDATION**

It is recommended the Board review and approve the **PRELIMINARY/UNAUDITED** Financial Statements for June 30, 2020 for Fund 10, Fund 20 and Fund 30.

#### **ATTACHMENTS**

- 1) Financial Statement of Revenues and Expenditures as of June 30, 2020 Fund 10  
(2 pages)
- 2) Financial Statement of Revenue and Expenditures as of June 30, 2020 Fund 20  
(1 page)
- 3) Financial Statement of Revenue and Expenditures as of June 30, 2020 Fund 30  
(1 page)



**General Ledger  
Fund 10 General Fund  
June 2020 100% (Unaudited)**

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
Permit & Licensing Fees	7030	\$ 707.90	\$ 14,172.28	\$ 3,911.07	\$ 6,730.00	\$ 2,818.93	61.83%
State License Fee	7040	\$ -	\$ 755.00	\$ 852.50	\$ 800.00	\$ (52.50)	106.56%
Professional Services	7100	\$ -	\$ 1,400.00	\$ 3,384.13	\$ 20,000.00	\$ 16,615.87	16.92%
Legal Services	7110	\$ 12,910.50	\$ 70,458.25	\$ 92,445.94	\$ 100,000.00	\$ 7,554.06	92.45%
Typeset and Print Services	7115	\$ -	\$ 39,134.19	\$ 27,804.57	\$ 40,400.00	\$ 12,595.43	68.82%
Instructor Services	7120	\$ 559.83	\$ 151,005.63	\$ 92,938.95	\$ 137,847.00	\$ 44,908.05	67.42%
PERS Admin Fees	7125	\$ 90.18	\$ 786.05	\$ 2,048.02	\$ 1,550.00	\$ (498.02)	132.13%
Audit Services	7130	\$ 1,000.00	\$ 20,810.45	\$ 8,260.00	\$ 20,175.00	\$ 11,915.00	40.94%
Medical & Health Svcs (HR)	7140	\$ -	\$ 3,065.00	\$ 4,402.50	\$ 9,250.00	\$ 4,847.50	47.59%
Security Services	7150	\$ 4,271.87	\$ 4,147.88	\$ 5,769.96	\$ 9,530.00	\$ 3,760.04	25.73%
Entertainment Services	7160	\$ -	\$ 2,174.99	\$ 420.00	\$ 7,500.00	\$ 7,080.00	5.60%
Business Services	7180	\$ 8,033.22	\$ 88,070.75	\$ 57,097.14	\$ 84,128.00	\$ 27,030.86	67.87%
Conversion Adjustment	7185	\$ -	\$ 6,283.31	\$ (52,050.17)	\$ -	\$ 52,050.17	0.00%
Umpire/Referee Services	7190	\$ -	\$ 1,830.00	\$ 919.00	\$ 1,877.00	\$ 958.00	48.96%
Subscriptions	7210	\$ 56.00	\$ 662.27	\$ 1,748.77	\$ 4,712.00	\$ 2,963.23	37.11%
Rents & Leases - Equip	7310	\$ 4,881.66	\$ 35,673.80	\$ 19,472.96	\$ 36,750.00	\$ 17,277.04	52.99%
Bldg/Field Leases & Rental	7320	\$ -	\$ -	\$ 60.00	\$ 120.00	\$ 60.00	50.00%
Event Supplies	7410	\$ 1,712.70	\$ 1,105.59	\$ 2,699.09	\$ 2,245.00	\$ (454.09)	120.23%
Supplies	7420	\$ 42.20	\$ 6,328.70	\$ 10,035.57	\$ 9,250.00	\$ (785.57)	108.49%
Bingo Supplies	7430	\$ -	\$ 8,329.24	\$ 5,748.58	\$ 9,600.00	\$ 3,851.42	59.88%
Sporting Goods	7440	\$ -	\$ 4,708.79	\$ 4,106.08	\$ 7,900.00	\$ 3,793.92	51.08%
Arts and Craft Supplies	7450	\$ 535.74	\$ 826.02	\$ 587.13	\$ 2,430.00	\$ 1,842.87	24.16%
Training Supplies	7460	\$ -	\$ 1,701.41	\$ 764.36	\$ 2,500.00	\$ 1,735.64	30.57%
Camp Supplies	7470	\$ -	\$ 1,143.82	\$ -	\$ 2,000.00	\$ 2,000.00	0.00%
Small Tools	7500	\$ -	\$ 6,082.93	\$ 3,134.18	\$ 6,000.00	\$ 2,865.82	52.24%
Safety Supplies	7510	\$ 806.97	\$ 1,622.87	\$ 4,493.40	\$ 6,855.00	\$ 2,361.60	61.76%
Uniform Allowance	7610	\$ 1,411.58	\$ 8,064.32	\$ 8,513.98	\$ 12,450.00	\$ 3,936.02	68.39%
Safety Clothing	7620	\$ 1,002.13	\$ 2,740.66	\$ 2,439.24	\$ 6,054.00	\$ 3,614.76	40.29%
Conference&Seminar Staff	7710	\$ 540.88	\$ 12,646.43	\$ 18,717.06	\$ 27,510.00	\$ 8,792.94	68.04%
Conference&Seminar Board	7715	\$ -	\$ 495.00	\$ 545.00	\$ 4,450.00	\$ 3,905.00	12.25%
Conference&Seminar Travel Exp	7720	\$ -	\$ 9,279.46	\$ 6,075.56	\$ 13,117.00	\$ 7,041.44	46.32%
Out of Town Travel Board	7725	\$ -	\$ 2,117.54	\$ 846.72	\$ 6,556.00	\$ 5,709.28	12.92%
Private Vehicle Mileage	7730	\$ -	\$ 3,033.77	\$ 1,101.70	\$ 4,287.00	\$ 3,185.30	25.70%
Transportation Charges	7740	\$ -	\$ 150.08	\$ -	\$ -	\$ -	0.00%
Buses/Excursions	7750	\$ -	\$ 16,470.88	\$ 4,336.94	\$ 11,700.00	\$ 7,363.06	37.07%
Tuition/Book Reimbursement	7760	\$ -	\$ 1,200.00	\$ 1,268.75	\$ -	\$ (1,268.75)	0.00%
Utilities - Gas	7810	\$ 899.08	\$ 27,903.14	\$ 21,381.07	\$ 26,283.00	\$ 4,901.93	81.33%
Utilities - Water	7820	\$ 167,342.63	\$ 648,917.55	\$ 722,082.86	\$ 825,373.00	\$ 103,290.14	87.49%
Utilities - Electric	7830	\$ 19,889.49	\$ 194,476.76	\$ 163,120.77	\$ 240,864.00	\$ 77,743.23	67.72%
Airport Assessment Exp	7840	\$ -	\$ 16,345.00	\$ 14,235.00	\$ 10,000.00	\$ (4,235.00)	142.35%
Awards and Certificates	7910	\$ 1,230.00	\$ 13,127.30	\$ 12,666.67	\$ 20,995.00	\$ 8,328.33	60.33%
Meals for Staff Training	7920	\$ 629.72	\$ 3,371.11	\$ 2,464.80	\$ 2,610.00	\$ 145.20	93.37%
Employee Morale	7930	\$ -	\$ 438.77	\$ 1,170.72	\$ 3,000.00	\$ 1,829.28	39.02%
COP Debt - PV Fields	7950	\$ -	\$ 242,434.38	\$ 235,099.74	\$ 235,560.00	\$ 460.26	99.80%
Reserve Vehicle Fleet	7970	\$ 833.33	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	100.00%
Reserve Computer Fleet	7971	\$ 416.67	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	100.00%
Reserve Dry Period	7973	\$ 7,500.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ -	100.00%
Reserve Repair/Oper/Admin	7975	\$ 1,666.67	\$ 30,000.00	\$ 20,000.00	\$ 20,000.00	\$ -	100.00%
COVID-19 REFUNDS	8112	\$ 14,373.00	\$ -	\$ 97,465.32	\$ -	\$ (97,465.32)	0.00%
<b>Services and Supplies</b>		<b>\$ 301,162.28</b>	<b>\$ 3,167,465.09</b>	<b>\$ 3,433,565.68</b>	<b>\$ 3,430,434.00</b>	<b>\$ (3,131.68)</b>	<b>100.09%</b>
<b>YTD Comparison</b>				<b>\$ 266,100.59</b>			
<b>Capital</b>							
Equip/Facility Replacement	8420	\$ (19,000.00)	\$ -	\$ 33,880.88	\$ 64,000.00	\$ 30,119.12	52.94%
Sr/Community Rec Facility	8422	\$ -	\$ 1,032.00	\$ 7,270.00	\$ -	\$ (7,270.00)	0.00%
Auditorium Restroom Remodel	8435	\$ -	\$ 2,786.93	\$ -	\$ -	\$ -	0.00%
Springville Dog Park Wall	8436	\$ -	\$ 78,292.99	\$ -	\$ -	\$ -	0.00%
Pool Plaster/Fiberglass Resurf	8448	\$ -	\$ 161,829.73	\$ -	\$ -	\$ -	0.00%
Pool Slide Metal Support	8449	\$ -	\$ 56,243.31	\$ -	\$ -	\$ -	0.00%
Bob Kildee Restroom Roof	8450	\$ -	\$ 15,613.00	\$ -	\$ -	\$ -	0.00%
Freedom RR/Concession Roof	8451	\$ -	\$ 23,459.60	\$ -	\$ -	\$ -	0.00%
Charter Oak Tree Windrow	8452	\$ -	\$ 9,681.50	\$ -	\$ -	\$ -	0.00%
PV Fields Painting Phase I	8453	\$ -	\$ 11,270.00	\$ -	\$ -	\$ -	0.00%
Comm Ctr Exterior Restrooms	8454	\$ -	\$ 21,911.49	\$ -	\$ -	\$ -	0.00%
Bob Kildee Irrigation Pump	8455	\$ -	\$ 6,225.15	\$ -	\$ -	\$ -	0.00%
Mtr Enclosur-Encnt, Phill, Adolf	8456	\$ -	\$ 18,667.43	\$ 7,872.15	\$ -	\$ (7,872.15)	0.00%
Amell Rnch Park Picnic Area	8457	\$ -	\$ 23,507.52	\$ -	\$ -	\$ -	0.00%
Pitts Ranch Park Pavilion	8458	\$ -	\$ 53,506.09	\$ 29,256.49	\$ -	\$ (29,256.49)	0.00%
Bob Kildee Irrigation Meter	8462	\$ -	\$ 675.00	\$ -	\$ -	\$ -	0.00%
LPA Architects-CQ/Gym/Sr Ctr	8463	\$ -	\$ 158,833.87	\$ 50,651.41	\$ -	\$ (50,651.41)	0.00%
Amell Ranch Park Renovation	8464	\$ -	\$ 66,255.74	\$ 30,779.13	\$ -	\$ (30,779.13)	0.00%
Lamps/Pole Replacement at M.O.	8465	\$ 55.93	\$ -	\$ 12,538.62	\$ 53,000.00	\$ 40,461.38	23.66%
L.E.D. Light SpringvilleTennis	8466	\$ -	\$ -	\$ 16,845.63	\$ 22,000.00	\$ 5,154.37	76.57%
Charter Oaks Irrigation-Trees	8467	\$ -	\$ -	\$ 4,360.58	\$ 10,000.00	\$ 5,639.42	43.61%
Community Center Marquee	8468	\$ 41,291.79	\$ -	\$ 41,291.79	\$ 50,000.00	\$ 8,708.21	82.58%
PVAC Pool Heater	8470	\$ -	\$ -	\$ 23,930.00	\$ 23,930.00	\$ -	100.00%
Cam Grove Play Equipment	8471	\$ -	\$ -	\$ 33,270.80	\$ 34,117.00	\$ 846.20	97.52%
Freedom Park ParkingLot&Skyway	8472	\$ -	\$ -	\$ 239,671.66	\$ 250,000.00	\$ 10,328.34	95.87%
P.V. Fields Painting II	8473	\$ -	\$ -	\$ 13,690.00	\$ 15,000.00	\$ 1,310.00	91.27%
<b>Capital</b>		<b>\$ 22,347.72</b>	<b>\$ 709,791.35</b>	<b>\$ 545,309.14</b>	<b>\$ 522,047.00</b>	<b>\$ (23,262.14)</b>	<b>104.46%</b>
<b>Total Expenses</b>		<b>\$ 688,276.83</b>	<b>\$ 7,486,264.28</b>	<b>\$ 7,607,779.04</b>	<b>\$ 8,126,566.00</b>	<b>\$ 518,786.96</b>	<b>93.62%</b>
<b>YTD Comparison</b>				<b>\$ 121,514.76</b>			

**General Ledger**  
**Fund 20 Assessment District Fund**  
**June 2020 100% (Unaudited)**

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
<b>Revenue</b>							
Tax Apport - Cur Year Secured	5110	\$ (19,298.78)	\$ -	\$ (19,298.78)	\$ -	\$ 19,298.78	0.00%
Tax Apport - Prior Year Sec	5130	\$ (283.45)	\$ -	\$ (283.45)	\$ -	\$ 283.45	0.00%
Interest Earnings	5310	\$ (31.37)	\$ (2,010.61)	\$ (1,112.08)	\$ (1,078.00)	\$ 34.08	103.16%
Assessment Revenue	5500	\$ -	\$ (1,114,906.65)	\$ (1,132,490.14)	\$ (1,150,444.00)	\$ (17,953.86)	98.44%
<b>Revenue</b>		<b>\$ 19,613.60</b>	<b>\$ 1,116,917.26</b>	<b>\$ 1,153,184.45</b>	<b>\$ 1,151,522.00</b>	<b>\$ (1,662.45)</b>	<b>100.14%</b>
<b>Expense</b>							
Full Time Salaries	6100	\$ 1,899.32	\$ 17,844.36	\$ 21,304.88	\$ 21,093.00	\$ (211.88)	101.00%
Retirement	6120	\$ 297.48	\$ 2,863.47	\$ 3,881.80	\$ 3,896.00	\$ 14.20	99.64%
Employee Insurance	6130	\$ 317.63	\$ 2,500.77	\$ 3,100.63	\$ 3,025.00	\$ (75.63)	102.50%
Workers Compensation	6140	\$ 583.72	\$ 260.64	\$ 2,534.12	\$ 2,120.00	\$ (414.12)	119.53%
<b>Personnel</b>		<b>\$ 3,098.15</b>	<b>\$ 23,469.24</b>	<b>\$ 30,821.43</b>	<b>\$ 30,134.00</b>	<b>\$ (687.43)</b>	<b>102.28%</b>
<b>YTD Comparison</b>				<b>\$ 7,352.19</b>			
<b>Services and Supplies</b>							
Incidental Costs - Assess	6709	\$ -	\$ 17,276.34	\$ 18,414.72	\$ 33,346.00	\$ 14,931.28	55.22%
Grounds Maintenance	6710	\$ -	\$ 6.64	\$ -	\$ -	\$ -	0.00%
Tree Care - Assess	6719	\$ 2,497.50	\$ 32,475.00	\$ 41,625.50	\$ 55,000.00	\$ 13,374.50	75.68%
Contracted LS Services	6720	\$ 57,780.69	\$ 481,952.80	\$ 494,186.43	\$ 489,568.00	\$ (4,618.43)	100.94%
Park Amenities - Assess	6722	\$ -	\$ 14,287.44	\$ 13,841.82	\$ 20,000.00	\$ 6,158.18	69.21%
ActiveNet Charges	6950	\$ -	\$ 78.00	\$ -	\$ 60.00	\$ 60.00	0.00%
Approp Redev/Collection Fees	6950	\$ -	\$ 7,733.59	\$ 1,614.95	\$ 3,000.00	\$ 1,385.05	53.83%
COP Debt - PV Fields	7950	\$ -	\$ 511,439.38	\$ 517,158.77	\$ 517,434.00	\$ 275.23	99.95%
<b>Expense</b>		<b>\$ 60,278.19</b>	<b>\$ 1,065,249.19</b>	<b>\$ 1,086,842.19</b>	<b>\$ 1,118,408.00</b>	<b>\$ 31,565.81</b>	<b>97.18%</b>
<b>YTD Comparison</b>				<b>\$ 21,593.00</b>			
<b>Total Expenses</b>		<b>\$ 63,376.34</b>	<b>\$ 1,088,718.43</b>	<b>\$ 1,117,663.62</b>	<b>\$ 1,148,542.00</b>	<b>\$ 30,878.38</b>	<b>97.31%</b>
<b>YTD Comparison</b>				<b>\$ 28,945.19</b>			

**General Ledger**  
**Fund 30 Quimby Fee Fund**  
**June 2020 100% (Unaudited)**

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
<b>Revenue</b>							
Interest Earnings	5310	\$ (17,525.93)	\$ (97,501.84)	\$ (110,239.54)	\$ (43,900.00)	\$ 66,339.54	251.12%
MBS Interest Earnings	5320	\$ -	\$ (11,342.53)	\$ (9,670.14)	\$ -	\$ 9,670.14	0.00%
Park Dedication Fees	5400	\$ -	\$ (85,533.16)	\$ (1,356,700.46)	\$ -	\$ 1,356,700.46	0.00%
<b>Revenue</b>		<b>\$ (17,525.93)</b>	<b>\$ (194,377.53)</b>	<b>\$ (1,476,610.14)</b>	<b>\$ (43,900.00)</b>	<b>\$ 1,432,710.14</b>	<b>3363.58%</b>
<b>YTD Comparison</b>				<b>\$ (1,282,232.61)</b>			
<b>Expense</b>							
Advertising Expense	6930	\$ -	\$ 167.72	\$ -	\$ -	\$ -	0.00%
ActiveNet Charges	6950	\$ 12.00	\$ 24.00	\$ 119.00	\$ -	\$ (119.00)	0.00%
Refunds	8111	\$ -	\$ -	\$ 238,883.01	\$ -	\$ (238,883.01)	0.00%
<b>Services and Supplies</b>		<b>\$ 12.00</b>	<b>\$ 191.72</b>	<b>\$ 239,002.01</b>	<b>\$ -</b>	<b>\$ (239,002.01)</b>	<b>0.00%</b>
<b>YTD Comparison</b>				<b>\$ 238,810.29</b>			
<b>Capital</b>							
Mel Vincent Park Restrooms	8460	\$ 1,075.00	\$ 106,815.63	\$ 59,438.15	\$ -	\$ (59,438.15)	0.00%
PVAC Restroom & Shower	8469	\$ 181,562.87	\$ -	\$ 611,832.46	\$ 696,489.00	\$ 84,656.54	87.85%
PV Fields Injector	8475	\$ 91.97	\$ -	\$ 91.97	\$ 60,000.00	\$ 59,908.03	0.15%
<b>Capital</b>		<b>\$ 182,729.84</b>	<b>\$ 106,815.63</b>	<b>\$ 671,362.58</b>	<b>\$ 756,489.00</b>	<b>\$ 85,126.42</b>	<b>88.75%</b>

Date Received	Amount	Amount Earmarked	Developer	Development Case #	Amount Expended	Balance	Allocation Date
7/31/2014	\$615,709.00	\$720,600.00	AMLI Residential	Springville (RPD-173)	\$615,709.00	0	7/31/2019
1/31/2015	\$2,250,489.70	\$2,250,489.70	Fairfield LLC		\$1,527,616.27	\$722,873.43	1/31/2020
8/8/2016	\$2,649,209.00	0	Comstock/Elacora Mission Oaks		\$189,887.74	\$2,459,321.26	8/8/2021
8/10/2016	\$474,353.00	\$629,500.00	KB Homes		\$230,159.82	\$244,193.18	8/10/2021
6/7/2018	\$21,612.25	0	Crestview		0	\$21,612.25	6/7/2023
6/27/2018	\$-	0	Aldersgate Construction		\$146,682.55	0	REFUNDED
3/6/2019	\$35,242.00	0	Habitat for Humanity		0	\$35,242.00	3/6/2024
9/12/2019	\$-	0	Aldersgate Construction		\$92,200.46	0	REFUNDED
11/21/2019	\$1,264,500.00	0	Shea Homes			\$1,264,500.00	11/21/2024
<b>Total</b>	<b>\$7,311,114.95</b>	<b>\$3,600,589.70</b>			<b>\$2,802,255.84</b>	<b>\$4,747,742.12</b>	



**PLEASANT VALLEY RECREATION AND PARK DISTRICT  
STAFF REPORT / AGENDA REPORT**

**TO: BOARD OF DIRECTORS**

**FROM: MARY OTTEN, GENERAL MANAGER**  
**By: Leonore Young, Administrative Services Manager**

**DATE: September 2, 2020**

**SUBJECT: FINANCE REPORT JULY 2020**

**RECOMMENDATION**

It is recommended the Board review and approve the Financial Statements for July 31, 2020 for Fund 10, Fund 20 and Fund 30.

**ANALYSIS OF COMPARATIVE FINANCIAL THROUGH JULY 31, 2020**

The District's Statements of Revenues and Expenditures for the period of July 1, 2020 through July 31, 2020 with a year-to-date comparison for the period of July 1, 2019 through July 31, 2019 are attached. The percentage rate used for the 2020-2021 fiscal year budget is 9% for Period 1 of the fiscal year.

**REVENUES**

Total revenue for the 1st month ending July 31, 2020 for Fund 10 (General Fund) has an overall decrease of \$268,051 in comparison to fiscal year 2019-2020. The variance from prior year is made up of decreases in 1) ROPS (\$114,028), 2) Public Fees (\$56,069), 3) Donations (\$40,167) and various other line items that are also reflected from prior years. Excluding the ROPS payment, the decreases in a majority of the revenue line items are due to COVID-19 which will have a major impact on the FY2020-2021 budget. Unfortunately, the impacts of COVID-19 will continue to be challenging and will be a constant cause in the decreased amount of revenue for this fiscal year. Staff will continue to monitor and adjust the budget and update the Board on a monthly basis.

Total revenue for the 1st month ending July 31, 2020 for Fund 20 (Assessment District) is at 0.0% of budget. This is normal for the Assessment District as the Assessment District does not receive any significant revenue until the tax apportionment which is received in December.

Fund 30, the Park Dedication Fund has had minimal revenue activity for the first month of FY2020-2021 reporting.

**EXPENDITURES**

Personnel Expenditures have decreased by \$5,295 for fiscal year 2020-2021 in comparison to personnel expenses for the same time last year. Even though most of the personnel line items reflect a decrease in comparison to prior year, the increase in the CalPERS Unfunded Liability (\$84,747) in comparison to last fiscal year offset the decreased line items for July. In order for the

District to not pay interest on the CalPERS Unfunded Liability payment with monthly payments, the District opted to pay the annual payment in full in July; therefore the line item shows that it has been expensed at 100% for the fiscal year.

Service and Supply Expenditures for Fund 10 have decreased \$125,610 in comparison to the same time as last year. The decrease is made up of various line items, primarily the reserve buckets that were not funded this fiscal year due to the budget constraints that have been placed on the District's revenue sources due to COVID-19.

Fund 20 is at 4.37% in Personnel and 3.65% in Service and Supplies.

Fund 30 has no Personnel or Services and Supplies Expenses for the fiscal year 2020-2021.

The capital projects in Fund 10 (General Fund) have begun with the Server and Switches project almost at completion, while the remaining capital improvement projects in Fund 10 (General) and Fund 30 (Assessment) are slated to begin later in the first quarter of this fiscal year.

### **FISCAL IMPACT**

Overall, the financials show the District is over the approved budget for Fund 10 by 1.68% and Fund 20 by 5.33%.

### **RECOMMENDATION**

It is recommended the Board review and approve the Financial Statements for July 31, 2020 for Fund 10, Fund 20, and Fund 30.

### **ATTACHMENTS**

- 1) Financial Statement of Revenues and Expenditures as of July 31, 2020 Fund 10  
(2 pages)
- 2) Financial Statement of Revenue and Expenditures as of July 31, 2020 Fund 20  
(1 page)
- 3) Financial Statement of Revenue and Expenditures as of July 31, 2020 Fund 30  
(1 page)

**General Ledger**  
**Fund 10 General Ledger**  
**July 2020 9%**

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
<b>Revenue</b>							
Tax Apport - Cur Year Secured	5110-5240	\$ -	\$ -	\$ -	(6,481,869.00)	(6,481,869.00)	0.00%
Interest Earnings	5310	(56.54)	(3,995.66)	(56.54)	(36,030.00)	(35,973.46)	0.16%
Hill Fire 2018	5465	-	(3,700.50)	-	-	-	0.00%
Park Patrol Citations	5506	(218.00)	-	(218.00)	(2,434.00)	(2,216.00)	8.96%
Contract Classes-Public Fees	5510	(3,914.50)	(15,678.75)	(3,914.50)	(147,695.00)	(143,780.50)	2.65%
Public Fees	5511	(8,745.00)	(64,814.89)	(8,745.00)	(224,783.00)	(216,038.00)	3.89%
Public Fees-Entry Fees	5520	(2,019.00)	(7,694.26)	(2,019.00)	(29,809.00)	(27,790.00)	6.77%
Vending Concessions	5525	-	(1,727.65)	-	(732.00)	(732.00)	0.00%
Rental	5530	(1,097.00)	(32,641.50)	(1,097.00)	(253,856.00)	(252,759.00)	0.43%
Cell Tower Revenue	5535	(8,003.15)	(7,756.38)	(8,003.15)	(91,704.00)	(83,700.85)	8.73%
Parking Fees	5540	(313.73)	(1,540.80)	(313.73)	(7,261.00)	(6,947.27)	4.32%
Activity Guide Revenue	5555	-	(6,460.00)	-	(13,500.00)	(13,500.00)	0.00%
Sponsorships	5558	-	(800.00)	-	-	-	0.00%
Staffing Cost Recovery	5563	(655.00)	(876.25)	(655.00)	(31,285.00)	(30,630.00)	2.09%
Special Event Permits	5564	100.00	-	100.00	-	(100.00)	0.00%
Donations	5570	-	(40,167.50)	-	(36,000.00)	(36,000.00)	0.00%
USTA Grant 2020	5573	-	(0.75)	-	-	-	0.00%
Other/Purchase Discount Taken	5575	(10,100.49)	(18,623.90)	(10,100.49)	(44,082.00)	(33,981.51)	22.91%
Credit Card Processing Fee	5576	30.00	(162.97)	30.00	-	(30.00)	0.00%
Cash Over/Under	5580	-	(5.00)	-	-	-	0.00%
Incentive Income	5585	(21.09)	-	(21.09)	(1,300.00)	(1,278.91)	1.62%
Reimbursement - ROPS	5600	(74,556.06)	(188,584.61)	(74,556.06)	(125,000.00)	(50,443.94)	59.64%
Reimb-Needs Assessment/LPA	5605	(17,610.38)	-	(17,610.38)	-	17,610.38	0.00%
<b>Revenue</b>		<b>\$ 127,179.94</b>	<b>\$ 395,231.37</b>	<b>\$ 127,179.94</b>	<b>\$ 7,527,340.00</b>	<b>\$ 7,400,160.06</b>	<b>1.69%</b>
<b>YTD Comparison</b>				<b>\$ (268,051.43)</b>			
<b>Expense</b>							
Full Time Salaries	6100	108,058.62	126,665.67	108,058.62	2,358,728.00	2,250,669.38	4.58%
Overtime Salaries	6101	538.41	2,249.87	538.41	32,490.00	31,951.59	1.66%
Car Allowance	6105	837.19	830.74	837.19	10,800.00	9,962.81	7.75%
Cell Phone Allowance	6108	1,082.97	1,115.00	1,082.97	14,610.00	13,527.03	7.41%
Part-Time Salaries	6110	16,007.09	63,450.61	16,007.09	434,696.00	418,688.91	3.68%
Retirement	6120	18,948.94	23,160.94	18,948.94	417,223.00	398,274.06	4.54%
457 Pension	6121	87.17	87.17	87.17	7,445.00	7,357.83	1.17%
Employee Insurance	6130	12,176.48	13,572.17	12,176.48	293,733.00	281,556.52	4.15%
Workers Compensation	6140	6,417.98	12,474.64	6,417.98	146,655.00	140,237.02	4.38%
Unemployment Insurance	6150	-	-	-	3,400.00	3,400.00	0.00%
Loan - Pension Obligation	6160	-	-	-	256,742.00	256,742.00	0.00%
PERS Unfunded Liability	6170	434,065.00	349,318.00	434,065.00	434,065.00	-	100.00%
<b>Personnel</b>		<b>\$ 598,219.85</b>	<b>\$ 592,924.81</b>	<b>\$ 598,219.85</b>	<b>\$ 4,410,587.00</b>	<b>\$ 3,812,367.15</b>	<b>13.56%</b>
<b>YTD Comparison</b>				<b>\$ 5,295.04</b>			
<b>Services and Supplies</b>							
Telephone/Internet	6210	1,570.12	1,346.20	1,570.12	16,596.00	15,025.88	9.46%
Internet Services	6220	1,474.00	3,401.00	1,474.00	27,135.00	25,661.00	5.43%
IT Infrastructure	6230	39.80	-	39.80	2,000.00	1,960.20	1.99%
Computer Hardware/Software	6240	3,204.34	1,367.64	3,204.34	10,040.00	6,835.66	31.92%
Pool Chemicals	6310	741.00	-	741.00	8,250.00	7,509.00	8.98%
Janitorial Supplies	6320	-	556.02	-	53,400.00	53,400.00	0.00%
COVID - Supplies	6321	398.17	-	398.17	-	(398.17)	0.00%
Kitchen Supplies	6330	-	-	-	900.00	900.00	0.00%
Food Supplies	6340	-	-	-	6,320.00	6,320.00	0.00%
Water Maint & Service	6350	35.00	-	35.00	1,239.00	1,204.00	2.82%
Laundry/Wash Service	6360	-	-	-	880.00	880.00	0.00%
Insurance Liability	6410	104,042.00	71,100.50	104,042.00	149,311.00	45,269.00	69.68%
Equipment Maintenance	6500	-	-	-	400.00	400.00	0.00%
Fuel	6510	3,440.12	-	3,440.12	50,400.00	46,959.88	6.83%
Vehicle Maintenance	6520	160.01	298.69	160.01	35,400.00	35,239.99	0.45%
Building Repair	6610	337.56	386.82	337.56	88,000.00	87,662.44	0.38%
HVAC	6620	2,209.64	-	2,209.64	8,820.00	6,610.36	25.05%
Playground Maintenance	6630	-	-	-	40,000.00	40,000.00	0.00%
Hill Fire 2018	6640	-	10,382.58	-	-	-	0.00%
Grounds Maintenance	6710	939.73	1,222.93	939.73	86,220.00	85,280.27	1.09%
Tree Care	6719	-	-	-	30,000.00	30,000.00	0.00%
Contracted Pest Control	6730	-	400.00	-	3,000.00	3,000.00	0.00%
Rubbish & Refuse	6740	4,336.74	4,336.74	4,336.74	77,006.00	72,669.26	5.63%
Vandalism/Theft	6750	-	-	-	1,000.00	1,000.00	0.00%
Memberships	6810	4,080.00	4,080.00	4,080.00	13,696.00	9,616.00	29.79%
Office Supplies	6910	302.95	1,501.82	302.95	17,585.00	17,282.05	1.72%
Postage Expense	6920	-	5,319.10	-	19,000.00	19,000.00	0.00%
Advertising Expense	6930	-	-	-	6,240.00	6,240.00	0.00%
Printing Charges	6940	-	367.10	-	13,338.00	13,338.00	0.00%
ActiveNet Charges	6950	879.62	5,696.94	879.62	52,542.00	51,662.38	1.67%
Approp Redev/Collection Fees	6960	-	-	-	481,576.00	481,576.00	0.00%
Minor Furn Fixture & Equip	6980	258.44	258.44	258.44	1,134.00	875.56	22.79%
Fingerprint Fees (HR)	7010	-	-	-	2,560.00	2,560.00	0.00%

**General Ledger**  
**Fund 10 General Ledger**  
**July 2020 9%**

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
Fire & Safety Insp Fees	7020	\$ -	\$ -	\$ -	2,975.00	\$ 2,975.00	0.00%
Permit & Licensing Fees	7030	\$ -	\$ 250.00	\$ -	6,350.00	\$ 6,350.00	0.00%
State License Fee	7040	\$ 657.50	\$ 755.00	\$ 657.50	800.00	\$ 142.50	82.19%
Legal Services	7110	\$ -	\$ -	\$ -	90,000.00	\$ 90,000.00	0.00%
Typeset and Print Services	7115	\$ -	\$ -	\$ -	36,300.00	\$ 36,300.00	0.00%
Instructor Services	7120	\$ 1,174.00	\$ 8,301.15	\$ 1,174.00	97,138.00	\$ 95,964.00	1.21%
PERS Admin Fees	7125	\$ 98.90	\$ 72.18	\$ 98.90	2,110.00	\$ 2,011.10	4.69%
Audit Services	7130	\$ -	\$ -	\$ -	20,175.00	\$ 20,175.00	0.00%
Medical & Health Svcs (HR)	7140	\$ -	\$ -	\$ -	5,500.00	\$ 5,500.00	0.00%
Security Services	7150	\$ 562.50	\$ -	\$ 562.50	3,700.00	\$ 3,137.50	15.20%
Entertainment Services	7160	\$ -	\$ -	\$ -	1,000.00	\$ 1,000.00	0.00%
Business Services	7180	\$ 21,860.62	\$ 20,432.45	\$ 21,860.62	70,114.00	\$ 48,253.38	31.18%
Subscriptions	7210	\$ 167.52	\$ 176.96	\$ 167.52	4,299.00	\$ 4,131.48	3.90%
Rents & Leases - Equip	7310	\$ -	\$ 958.33	\$ -	23,500.00	\$ 23,500.00	0.00%
Event Supplies	7410	\$ 1,568.04	\$ -	\$ 1,568.04	2,280.00	\$ 711.96	68.77%
Supplies	7420	\$ -	\$ 21.43	\$ -	3,200.00	\$ 3,200.00	0.00%
Bingo Supplies	7430	\$ -	\$ 706.67	\$ -	3,600.00	\$ 3,600.00	0.00%
Sporting Goods	7440	\$ -	\$ -	\$ -	5,300.00	\$ 5,300.00	0.00%
Arts and Craft Supplies	7450	\$ -	\$ -	\$ -	5,575.00	\$ 5,575.00	0.00%
Training Supplies	7460	\$ -	\$ -	\$ -	1,600.00	\$ 1,600.00	0.00%
Small Tools	7500	\$ -	\$ -	\$ -	6,000.00	\$ 6,000.00	0.00%
Safety Supplies	7510	\$ -	\$ 260.00	\$ -	3,310.00	\$ 3,310.00	0.00%
Uniform Allowance	7610	\$ 294.72	\$ -	\$ 294.72	10,240.00	\$ 9,945.28	2.88%
Safety Clothing	7620	\$ 350.18	\$ 150.00	\$ 350.18	4,854.00	\$ 4,503.82	7.21%
Conference&Seminar Staff	7710	\$ -	\$ 3,875.00	\$ -	11,564.00	\$ 11,564.00	0.00%
Conference&Seminar Board	7715	\$ -	\$ 60.00	\$ -	2,575.00	\$ 2,575.00	0.00%
Conference&Seminar Travel Exp	7720	\$ -	\$ -	\$ -	4,345.00	\$ 4,345.00	0.00%
Out of Town Travel Board	7725	\$ -	\$ -	\$ -	3,231.00	\$ 3,231.00	0.00%
Private Vehicle Mileage	7730	\$ -	\$ 51.39	\$ -	1,684.00	\$ 1,684.00	0.00%
Buses/Excursions	7750	\$ -	\$ 1,683.85	\$ -	2,950.00	\$ 2,950.00	0.00%
Utilities - Gas	7810	\$ 1,207.11	\$ -	\$ 1,207.11	29,715.00	\$ 28,507.89	4.06%
Utilities - Water	7820	\$ 45,787.21	\$ 11,378.82	\$ 45,787.21	865,373.00	\$ 819,585.79	5.29%
Utilities - Electric	7830	\$ 2,721.95	\$ -	\$ 2,721.95	220,000.00	\$ 217,278.05	1.24%
Airport Assessment Exp	7840	\$ -	\$ -	\$ -	14,000.00	\$ 14,000.00	0.00%
Awards and Certificates	7910	\$ -	\$ -	\$ -	11,670.00	\$ 11,670.00	0.00%
Meals for Staff Training	7920	\$ 45.71	\$ -	\$ 45.71	3,560.00	\$ 3,514.29	1.28%
COP Debt - PV Fields	7950	\$ -	\$ -	\$ -	229,760.00	\$ 229,760.00	0.00%
Reserve Vehicle Fleet	7970	\$ -	\$ 10,000.00	\$ -	-	\$ -	0.00%
Reserve Computer Fleet	7971	\$ -	\$ 50,000.00	\$ -	-	\$ -	0.00%
Reserve Dry Period	7973	\$ -	\$ 90,000.00	\$ -	-	\$ -	0.00%
Reserve Repair/Oper/Admin	7975	\$ -	\$ 20,000.00	\$ -	-	\$ -	0.00%
Admin Fee/CC Refund 2020	8112	\$ 600.00	\$ -	\$ 600.00	-	\$ (600.00)	0.00%
<b>Services and Supplies</b>		<b>\$ 205,545.20</b>	<b>\$ 331,155.75</b>	<b>\$ 205,545.20</b>	<b>\$ 3,114,335.00</b>	<b>\$ 2,908,789.80</b>	<b>6.60%</b>
<b>YTD Comparison</b>				<b>\$ (125,610.55)</b>			
<b>Capital</b>	8400	\$ -	\$ -	\$ -	50,272.00	\$ 50,272.00	0.00%
Equip/Facility Replacement	8420	\$ -	\$ -	\$ -	30,000.00	\$ 30,000.00	0.00%
Switches and Servers	8474	\$ 23,997.20	\$ -	\$ 23,997.20	24,000.00	\$ 2.80	99.99%
<b>Capital</b>		<b>\$ 23,997.20</b>	<b>\$ -</b>	<b>\$ 23,997.20</b>	<b>\$ 104,272.00</b>	<b>\$ 80,274.80</b>	<b>10.29%</b>
<b>Total Expenses</b>		<b>\$ 803,765.05</b>	<b>\$ 924,080.56</b>	<b>\$ 803,765.05</b>	<b>\$ 7,524,922.00</b>	<b>\$ 6,721,156.95</b>	<b>10.68%</b>
<b>YTD Comparison</b>				<b>\$ (120,315.51)</b>			

**General Ledger**  
**Fund 20 Assessment District Fund**  
**July 2020 9%**

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
<b>Revenue</b>							
Tax Apport - Cur Year Secured	5110						0.00%
Tax Apport - Prior Year Sec	5130						0.00%
Interest Earnings	5310		\$ (171.23)	\$	(500.00)	\$ (500.00)	0.00%
Assessment Revenue	5500		\$ (19,075.23)	\$	(1,184,957.00)	\$ (1,184,957.00)	0.00%
<b>Revenue</b>		\$ -	\$ (19,246.46)	\$ -	\$ (1,185,457.00)	\$ (1,185,457.00)	<b>0.00%</b>
<b>Expense</b>							
Full Time Salaries	6100	\$ 830.40	\$ 704.40	\$ 830.40	\$ 18,262.00	\$ 17,431.60	4.55%
Retirement	6120	\$ 135.97	\$ 107.13	\$ 135.97	\$ 3,130.00	\$ 2,994.03	4.34%
Employee Insurance	6130	\$ 120.24	\$ 161.39	\$ 120.24	\$ 3,606.00	\$ 3,485.76	3.33%
Workers Compensation	6140	\$ 81.43	\$ 83.57	\$ 81.43	\$ 1,753.00	\$ 1,671.57	4.65%
<b>Personnel</b>		\$ 1,168.04	\$ 1,056.49	\$ 1,168.04	\$ 26,751.00	\$ 25,582.96	<b>4.37%</b>
<b>YTD Comparison</b>				\$ 111.55			
<b>Services and Supplies</b>							
Incidental Costs - Assess	6709	\$ -	\$ -	\$ -	\$ 34,256.00	\$ 34,256.00	0.00%
Grounds Maintenance	6710	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Tree Care - Assess	6719	\$ -	\$ -	\$ -	\$ 67,500.00	\$ 67,500.00	0.00%
Contracted LS Services	6720	\$ 42,082.28	\$ 15,615.08	\$ 42,082.28	\$ 503,784.00	\$ 461,701.72	8.35%
Park Amenities - Assess	6722	\$ -	\$ -	\$ -	\$ 17,500.00	\$ 17,500.00	0.00%
ActiveNet Charges	6950	\$ -	\$ -	\$ -	\$ 60.00	\$ 60.00	0.00%
Approp Redev/Collection Fees	6960	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	0.00%
COP Debt - PV Fields	7950	\$ -	\$ -	\$ -	\$ 525,560.00	\$ 525,560.00	0.00%
<b>Expense</b>		\$ 42,082.28	\$ 15,615.08	\$ 42,082.28	\$ 1,151,660.00	\$ 1,109,577.72	<b>3.65%</b>
<b>YTD Comparison</b>				\$ 26,467.20			
<b>Total Expenses</b>		\$ 43,250.32	\$ 16,671.57	\$ 43,250.32	\$ 1,178,411.00	\$ 1,135,160.68	<b>3.67%</b>
<b>YTD Comparison</b>				\$ 26,578.75			

**General Ledger  
Fund 30 Quimby Fee Fund  
July 2020 9%**

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
<b>Revenue</b>							
Interest Earnings	5310	\$ (54.50)	\$ (47.50)	\$ (54.50)	\$ (38,800.00)	\$ (38,745.50)	0.14%
MBS Interest Earnings	5320	\$ -	\$ (332.26)	\$ -	\$ -	\$ -	0.00%
Park Dedication Fees	5400	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>Revenue</b>		<b>\$ (54.50)</b>	<b>\$ (379.76)</b>	<b>\$ (54.50)</b>	<b>\$ (38,800.00)</b>	<b>\$ (38,745.50)</b>	<b>0.14%</b>
<b>YTD Comparison</b>				<b>\$ 325.26</b>			
<b>Expense</b>							
Advertising Expense	6930	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
ActiveNet Charges	6950	\$ -	\$ 36.00	\$ -	\$ -	\$ -	0.00%
Refunds	8111	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>Services and Supplies</b>		<b>\$ -</b>	<b>\$ 36.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
<b>YTD Comparison</b>				<b>\$ (36.00)</b>			
<b>Capital</b>							
Capital	8400	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Mel Vincent Park Restrooms	8460	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000.00	0.00%
PVAC Restroom & Shower	8469	\$ 255.15	\$ -	\$ 255.15	\$ -	\$ (255.15)	0.00%
PV Fields Injector	8475	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>Capital</b>		<b>\$ 255.15</b>	<b>\$ -</b>	<b>\$ 255.15</b>	<b>\$ -</b>	<b>\$ 999,744.85</b>	<b>0.00%</b>

Date Received	Amount	Amount Earmarked	Developer	Development Case #	Amount Expended	Balance	Allocation Date
7/31/2014	\$615,709.00	\$720,600.00	AMLI Residential	Springville (RPD-173)	\$615,709.00	0	7/31/2019
1/31/2015	\$2,250,489.70	\$2,250,489.70	Fairfield LLC		\$1,527,616.27	\$722,618.28	1/31/2020
8/8/2016	\$2,649,209.00	0	Comstock/Elacora Mission Oaks		\$189,887.74	\$2,459,321.26	8/8/2021
8/10/2016	\$474,353.00	\$629,500.00	KB Homes		\$230,159.82	\$244,193.18	8/10/2021
6/7/2018	\$21,612.25	0	Crestview		0	\$21,612.25	6/7/2023
6/27/2018	\$-	0	Aldersgate Construction		\$146,682.55	0	REFUNDED
3/6/2019	\$35,242.00	0	Habitat for Humanity		0	\$35,242.00	3/6/2024
9/12/2019	\$-	0	Aldersgate Construction		\$92,200.46	0	REFUNDED
11/21/2019	\$1,264,500.00	0	Shea Homes			\$1,264,500.00	11/21/2024
<b>Total</b>	<b>\$7,311,114.95</b>	<b>\$3,600,589.70</b>			<b>\$2,802,255.84</b>	<b>\$4,747,486.97</b>	

**PLEASANT VALLEY RECREATION AND PARK DISTRICT  
STAFF REPORT / AGENDA REPORT**

**TO: BOARD OF DIRECTORS**

**FROM: MARY OTTEN, GENERAL MANAGER**  
**By: Lanny Binney, Recreation Supervisor**

**DATE: September 2, 2020**

**SUBJECT: COMMUNITY SERVICE ORGANIZATION REPORT  
AND ANNUAL APPROVAL**

**SUMMARY**

In December 2019 the Board of Directors approved the General Use Policy stating “Community Service Organizations are groups whose memberships are open to the public, whose primary purpose is to serve the needs of the Pleasant Valley Recreation & Park District community as designated by the District Board. Community Service Organizations must be based within the Pleasant Valley Recreation & Park District boundaries. Approved Community Service Organizations shall enter into a Memorandum of Understanding with the District which shall govern the Organization’s relationship with the District. To receive the benefits afforded by this classification, Community Service Organizations shall submit on an annual basis an organizational file to be approved by the District Board of Directors which shall include a report on Organization business and financial condition.”

**BACKGROUND**

Prior to 2004, the Community Service Organizations would provide the District with an Annual Update form, financial statement, certificates of insurance and bylaws and provide a presentation of their year as part of the request to be renewed as a Community Service Organization each year. Since that time, each Organization has provided the District with an Annual Update and completed a presentation as a Community Service Organization without having to be approved by the Board of Directors.

Since 2008, the District has expanded sports facilities to include Pleasant Valley Fields (2010) and renovations at Freedom Park (2013). During this time period, each Community Service Organization would sign a community service organization agreement. Over the past four years, additional standards/rules have been developed and discussed with each group but had not been included in the annual Community Service Organization agreement. Due to the changes in Ordinance 8, the General Use Policy as well as updated State of California laws, in 2019 the District had the Community Service Organizations sign a written agreement and provide supporting documents in accordance to District policies and State of California laws.

**ANALYSIS**

The Community Service Organizations provide a service for the community that would otherwise be offered by the District. To be a recognized Community Service Organization, a group must: be a non-profit 501(c)3 or 501(c)4 IRS status, have membership open to the public and whose primary purpose is to serve the Pleasant Valley Recreation & Park District community, and be based within the Pleasant Valley Recreation and Park District boundaries. An organizational file must be completed and approved on an annual basis by the District’s Board of Directors to receive the

priority and fees of this classification. The Community Service Organizations provide the District with a signed agreement, certificate of insurance, field and facility use, concussion and other head injury compliance, background screening, and other supporting documents to complete the Community Service Organization packet.

The current organizations provide a variety of youth sports for the community with District support by providing fields and facilities owned by the District and the use of the Pleasant Valley School District by way of a Joint Use Agreement.

The Community Service Organizations that are being approved at this meeting are the Camarillo American Youth Soccer Organization Region 68 (AYSO), Camarillo Eagles Soccer Club, Camarillo Cougars Football Club, Camarillo PONY Baseball Association and Pleasant Valley Swim Team. Included in the packet are each of the spring sports' Annual Update document, IRS Form 990, and the organization's bylaws.

### **FISCAL IMPACT**

There is no Fiscal Impact at this time.

### **RECOMMENDATION**

It is recommended that the Board of Directors approve the following Community Service Organizations: American Youth Soccer Organization Region 68, Camarillo Eagles Soccer Club, Camarillo Cougars Football Club, Camarillo PONY Baseball Association and Pleasant Valley Swim Team.

### **ATTACHMENTS**

- 1) American Youth Soccer Organization (124 pages)
- 2) Camarillo Cougars Football Club (47 pages)
- 3) Camarillo PONY Baseball Association (51 pages)
- 4) Camarillo Eagles Soccer Club (46 pages)
- 5) Pleasant Valley Swim Team (10 pages)



EXTENDED TO MAY 15, 2019

Form 990

Return of Organization Exempt From Income Tax
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No. 1545-0047

2017

Department of the Treasury
Internal Revenue Service

Do not enter social security numbers on this form as it may be made public.
Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

A For the 2017 calendar year, or tax year beginning JUL 1, 2017 and ending JUN 30, 2018

Header section containing organization name (AMERICAN YOUTH SOCCER ORGANIZATION), EIN (95-6205398), address (19750 S VERMONT AVE NO 200, TORRANCE, CA 90502), and other identifying information.

Part I Summary

Table with 3 columns: Description, Prior Year, Current Year. Rows include Revenue (Total: 75,217,134), Expenses (Total: 46,858,486), and Net Assets or Fund Balances (Total: 46,858,486).

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Signature block containing signatures of MATT WINEGAR (National President) and NAZANIN BENYAMINI (Preparer), dated 05/10/19.

May the IRS discuss this return with the preparer shown above? (see instructions) [X] Yes [ ] No
782001 11-29-17 LHA For Paperwork Reduction Act Notice, see the separate instructions. Form 990 (2017)

SEE SCHEDULE O FOR ORGANIZATION MISSION STATEMENT CONTINUATION

**Part III: Statement of Program Service Accomplishments**  
 Check if Schedule O contains a response or note to any line in this Part III  X

**1** Briefly describe the organization's mission:  
**AYSO'S VISION IS TO PROVIDE WORLD CLASS YOUTH SOCCER PROGRAMS THAT ENRICH CHILDREN'S LIVES. AYSO'S MISSION IS TO DEVELOP AND DELIVER QUALITY YOUTH SOCCER PROGRAMS WHICH PROMOTE A FUN, FAMILY ENVIRONMENT BASED ON AYSO'S SIX PHILOSOPHIES: 1. EVERYONE PLAYS 2. BALANCED TEAMS**

**2** Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?  Yes  No  
 If "Yes," describe these new services on Schedule O.

**3** Did the organization cease conducting, or make significant changes in how it conducts, any program services?  Yes  No  
 If "Yes," describe these changes on Schedule O.

**4** Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

**4a** (Code: ) (Expenses \$ 44,263,777. including grants of \$ ) (Revenue \$ 68,132,381.)  
**MAIN SOCCER PROGRAM INCLUDES PLAYER REGISTRATION REVENUE AND EXPENSES CONSISTING OF PLAYER UNIFORMS, FIELD EXPENSES, REPAIRS AND MAINTENANCE, PLAYER FEES TO THE UNITED STATES SOCCER FEDERATION AND DIRECT INSURANCE COSTS.**

**4b** (Code: ) (Expenses \$ 18,245,835. including grants of \$ ) (Revenue \$ 3,780,147.)  
**TOURNAMENTS & CULTURAL EXCHANGE PROGRAMS - TOURNAMENT PROGRAMS ARE GAMES OR A SERIES OF GAMES PLAYED WITH OTHER AYSO TEAMS OR NON-AYSO TEAMS, THE AYSO TEAMS CAN INCLUDE TEAMS FROM ANY REGIONS, AREA OR SECTION. CULTURAL EXCHANGE PROGRAMS ARE GAMES, SERIES OF GAMES OR TOURNAMENTS IN WHICH AYSO PLAYERS TRAVEL TO ANOTHER COUNTRY, OR WHERE AN AYSO REGION, AREA OR SECTION HOSTS A TEAM FROM ANOTHER COUNTRY, FOR THE DUAL PURPOSE OF PLAYING SOCCER AND LEARNING ABOUT DIFFERENT CULTURES AND GEOGRAPHIC AREAS AND MAKING FRIENDS THROUGH THE UNIVERSAL LANGUAGE OF SOCCER.**

**4c** (Code: ) (Expenses \$ 5,467,041. including grants of \$ ) (Revenue \$ 920,098.)  
**TRAINING PROGRAMS:**  
**COACHING PROGRAM - PROVIDES WIDE RANGE OF COURSES TO CONTINUE INSTRUCTING VOLUNTEER COACHES**  
**OFFICIATING PROGRAM - PROVIDES WIDE RANGE OF COURSES TO CONTINUE INSTRUCTING ITS VOLUNTEER REFEREES**  
**MANAGEMENT PROGRAM - PROVIDES EXTENSIVE MANAGEMENT TRAINING TO ITS VOLUNTEERS ON HOW TO MANAGE THEIR LOCAL PROGRAMS. THE ORGANIZATION ALSO PROVIDES IN-DEPTH OPERATIONAL MANUALS TO ASSIST ADMINISTRATORS AT EVERY LEVEL FOR THOROUGH UNDERSTANDING OF THEIR DUTIES.**

**4d** Other program services (Describe in Schedule O.)  
 (Expenses \$ ) including grants of \$ ) (Revenue \$ )

**4e** Total program service expenses **67,976,653.**

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A	X	
2 Is the organization required to complete Schedule B, Schedule of Contributors?	X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X, or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV		X
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V	X	
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	X	
b Did the organization report an amount for investments - other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII		X
c Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII		X
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX		X
e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X	X	
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X	X	
12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII		X
b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional	X	
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts II and IV		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II		X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 8a? If "Yes," complete Schedule G, Part III		X

Form 990 (2017)

Part IV: Checklist of Required Schedules (continued)

	Yes	No
20a Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II		X
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III		X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J	X	
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		X
26 Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? If "Yes," complete Schedule L, Part II		X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part III		X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
b A family member of a current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
c An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? If "Yes," complete Schedule L, Part IV		X
29 Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M	X	
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I	X	
34 Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1	X	
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?	X	
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2		X
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19?		
Note. All Form 990 filers are required to complete Schedule O	X	

Part VII Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V

Table with columns for question number, question text, and Yes/No columns. Includes questions 1a through 14b regarding Form 1096, Form W-2G, backup withholding, Form W-9, unrelated business gross income, foreign accounts, prohibited tax shelter transactions, annual gross receipts, and Form 8282.

Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI [X]

Section A. Governing Body and Management

Table with 3 columns: Question, Yes, No. Rows include: 1a Enter the number of voting members of the governing body at the end of the tax year; 1b Enter the number of voting members included in line 1a, above, who are independent; 2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?; 3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?; 4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?; 5 Did the organization become aware during the year of a significant diversion of the organization's assets?; 6 Did the organization have members or stockholders?; 7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?; 7b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?; 8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following: a The governing body?; b Each committee with authority to act on behalf of the governing body?; 9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O.

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

Table with 3 columns: Question, Yes, No. Rows include: 10a Did the organization have local chapters, branches, or affiliates?; 10b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?; 11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?; 11b Describe in Schedule O the process, if any, used by the organization to review this Form 990.; 12a Did the organization have a written conflict of interest policy? If "No," go to line 13; 12b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?; 12c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done; 13 Did the organization have a written whistleblower policy?; 14 Did the organization have a written document retention and destruction policy?; 15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?; 15a The organization's CEO, Executive Director, or top management official; 15b Other officers or key employees of the organization; 16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?; 16b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed CA, SC, OR, PA, NV, IL, UT, TN, FL, MI, NY, HI
18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
[X] Own website [ ] Another's website [X] Upon request [X] Other (explain in Schedule O)
19 Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
20 State the name, address, and telephone number of the person who possesses the organization's books and records: ANNETTE NASTRI - (424) 221-7910
19750 S VERMONT AVE NO 200, TORRANCE, CA 90502

**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

Check if Schedule O contains a response or note to any line in this Part VII

**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's current officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's current key employees, if any. See instructions for definition of "key employee."
- List the organization's five current highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's former officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's former directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) JOHN COLLINS NATIONAL BOARD OF DIRECTOR	10.00	X					0.	0.	0.	
(2) MARGIE CLOSE NATIONAL BOARD OF DIRECTOR	10.00	X					0.	0.	0.	
(3) ROBERT DANIELS NATIONAL BOARD OF DIRECTOR	10.00	X					0.	0.	0.	
(4) AARON LUCE NATIONAL BOARD OF DIRECTOR	10.00	X					0.	0.	0.	
(5) DONNA NELSON NATIONAL BOARD OF DIRECTOR	10.00	X					0.	0.	0.	
(6) RANDY PITMAN NATIONAL BOARD OF DIRECTOR	10.00	X					0.	0.	0.	
(7) DOUG RYAN NATIONAL BOARD OF DIRECTOR	10.00	X					0.	0.	0.	
(8) JANET BRAUN NATIONAL VP BOARD OF DIRECTORS	10.00	X					0.	0.	0.	
(9) EILEEN TABERT NATIONAL VP BOARD OF DIRECTORS	10.00	X					0.	0.	0.	
(10) MATTHEW WINGGAR AYSO NATIONAL PRESIDENT	20.00	X		X			0.	0.	0.	
(11) MICHAEL KARON NATIONAL TREASURER	10.00	X		X			0.	0.	0.	
(12) MAURICE MIRANDA NATIONAL SECRETARY	10.00	X		X			0.	0.	0.	
(13) MICHAEL HOYER NATIONAL EXECUTIVE DIRECTOR	40.00			X			233,565.	0.	43,773.	
(14) SCOTT GIMPLE DIRECTOR, FINANCE & OPERATIONS	40.00				X		177,271.	0.	27,266.	
(15) JILL MESSEKOW DIRECTOR, HUMAN RESOURCES	40.00					X	100,684.	0.	35,849.	
(16) ANNETTE MASTRI CONTROLLER	40.00					X	111,204.	0.	9,715.	

**AMERICAN YOUTH SOCCER ORGANIZATION**

**Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)**

(A) Name and title	(B) Average hours per week (flat any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
<b>1b Sub-total</b>							622,724.	0.	116,603.	
<b>c Total from continuation sheets to Part VII, Section A</b>							0.	0.	0.	
<b>d Total (add lines 1b and 1c)</b>							622,724.	0.	116,603.	

**2** Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **4**

	Yes	No
<b>3</b> Did the organization list any former officer, director, or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual		X
<b>4</b> For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual	X	
<b>5</b> Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person		X

**Section B. Independent Contractors**

**1** Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
GWQ LLC, 421 7TH AVENUE, 14TH FLOOR, NEW YORK, NY 10001	TRAINING	196,055.
SINGERLEWAK LLP, 10960 WILSHIRE BLVD., 7TH FLOOR, LOS ANGELES, CA 90024	ACCOUNTING	148,039.

**2** Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **2**



Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII

			(A)	(B)	(C)	(D)	
			Total revenue	Related or exempt function revenue	Unrelated business revenue	Revenue excluded from tax under sections 512-514	
Contributions, Gifts, Grants and Other Similar Amounts	1 a	Federated campaigns	1a				
	b	Membership dues	1b				
	c	Fundraising events	1c				
	d	Related organizations	1d				
	e	Government grants (contributions)	1e				
	f	All other contributions, gifts, grants, and similar amounts not included above	1f	1,951,019.			
	g	Noncash contributions included in lines 1a-1f: \$		64,199.			
	h	<b>Total. Add lines 1a-1f</b>		<b>1,951,019.</b>			
Program Service Revenue	2 a	REGISTRATION FEES & PROGRAM RECEI	Business Code 711210	66,015,149.	66,015,149.		
	b	TOURNAMENTS & CAMP RECEIPTS	711210	3,780,147.	3,780,147.		
	c	TRAINING PROGRAMS & MEETINGS	711210	920,098.	920,098.		
	d						
	e						
	f	All other program service revenue					
	g	<b>Total. Add lines 2a-2f</b>		<b>70,715,394.</b>			
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts)		64,431.		64,431.	
	4	Income from investment of tax-exempt bond proceeds					
	5	Royalties		93,621.	39,608.	54,013.	
	6 a	Gross rents	(i) Real (ii) Personal				
		Less: rental expenses					
		Rental income or (loss)					
		Net rental income or (loss)					
	7 a	Gross amount from sales of assets other than inventory	(i) Securities (ii) Other				
		Less: cost or other basis and sales expenses					
		Gain or (loss)					
		Net gain or (loss)					
	8 a	Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18	a				
		Less: direct expenses	b				
		Net income or (loss) from fundraising events					
	9 a	Gross income from gaming activities. See Part IV, line 19	a				
Less: direct expenses		b					
Net income or (loss) from gaming activities							
10 a	Gross sales of inventory, less returns and allowances	a	2,674,127.				
	Less: cost of goods sold	b	2,359,082.				
	Net income or (loss) from sales of inventory		315,045.		315,045.		
Miscellaneous Revenue			Business Code				
11 a	OTHER INCOME	900099	1,407,240.	1,407,240.			
	ADVERTISING IN DIGITAL MEDIA	541800	362,103.		362,103.		
	ADVERTISING IN MAGAZINE	541800	308,281.		308,281.		
	All other revenue						
	<b>Total. Add lines 11a-11d</b>			<b>2,077,624.</b>			
12	<b>Total revenue. See instructions.</b>		<b>75,217,134.</b>	<b>72,122,634.</b>	<b>709,992.</b>	<b>433,489.</b>	

**Part IX** Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.		(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1	Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2	Grants and other assistance to domestic individuals. See Part IV, line 22				
3	Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4	Benefits paid to or for members				
5	Compensation of current officers, directors, trustees, and key employees	484,575.	189,373.	295,202.	
6	Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7	Other salaries and wages	2,609,920.	1,267,158.	1,342,762.	
8	Pension plan accruals and contributions (include section 401(k) and 408(b) employer contributions)	54,687.	20,933.	33,754.	
9	Other employee benefits	575,397.	304,340.	271,057.	
10	Payroll taxes	236,868.	114,827.	122,041.	
11	Fees for services (non-employees):				
a	Management				
b	Legal	28,187.		28,187.	
c	Accounting	159,998.		159,998.	
d	Lobbying				
e	Professional fundraising services. See Part IV, line 17				
f	Investment management fees				
g	Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)				
12	Advertising and promotion	2,111,138.	2,068,915.	42,223.	
13	Office expenses	1,593,756.	1,434,380.	159,376.	
14	Information technology	333,694.	50,054.	283,640.	
15	Royalties				
16	Occupancy	351,855.	52,778.	299,077.	
17	Travel				
18	Payments of travel or entertainment expenses for any federal, state, or local public officials				
19	Conferences, conventions, and meetings	5,754,779.	5,467,040.	287,739.	
20	Interest	3,827.	77.	3,750.	
21	Payments to affiliates				
22	Depreciation, depletion, and amortization	353,027.		353,027.	
23	Insurance	1,984,054.	1,847,297.	136,757.	
24	Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24a. If line 24a amount exceeds 10% of line 25, column (A) amount, list line 24a expenses on Schedule O.)				
a	<b>TOURNAMENTS &amp; CLINICS</b>	16,573,060.	16,573,060.		
b	<b>FIELD EXPENSES</b>	15,123,207.	15,123,207.		
c	<b>UNIFORMS</b>	13,764,278.	13,764,278.		
d	<b>AWARDS &amp; TROPHIES</b>	3,885,129.	3,885,129.		
e	All other expenses	6,596,281.	5,813,807.	782,474.	
25	<b>Total functional expenses.</b> Add lines 1 through 24e	72,577,717.	67,976,653.	4,601,064.	0.
26	Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.				

Check here  if following SOP 98-2 (ASC 958-720)

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year	
Assets	1	Cash - non-interest-bearing	73,172,478.	1	72,030,255.
	2	Savings and temporary cash investments	1,575,539.	2	1,593,450.
	3	Pledges and grants receivable, net		3	
	4	Accounts receivable, net	252,234.	4	220,975.
	5	Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instr). Complete Part II of Sch L		6	
	7	Notes and loans receivable, net		7	
	8	Inventories for sale or use	61,666.	8	62,895.
	9	Prepaid expenses and deferred charges	1,013,149.	9	501,477.
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 4,101,493.		
	b	Less: accumulated depreciation	10b 3,543,023.	10c	558,470.
	11	Investments - publicly traded securities		11	
	12	Investments - other securities. See Part IV, line 11		12	
	13	Investments - program-related. See Part IV, line 11		13	
	14	Intangible assets		14	
	15	Other assets. See Part IV, line 11	326,799.	15	520,536.
16	<b>Total assets. Add lines 1 through 15 (must equal line 34).</b>	<b>77,245,586.</b>	<b>16</b>	<b>75,488,058.</b>	
Liabilities	17	Accounts payable and accrued expenses	2,014,047.	17	1,596,245.
	18	Grants payable		18	
	19	Deferred revenue	30,741,577.	19	26,841,877.
	20	Tax-exempt bond liabilities		20	
	21	Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22	Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23	Secured mortgages and notes payable to unrelated third parties		23	
	24	Unsecured notes and loans payable to unrelated third parties		24	
	25	Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	270,893.	25	191,450.
	26	<b>Total liabilities. Add lines 17 through 25.</b>	<b>33,026,517.</b>	<b>26</b>	<b>28,629,572.</b>
Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.				
	27	Unrestricted net assets	44,175,005.	27	46,813,581.
	28	Temporarily restricted net assets	44,064.	28	44,905.
	29	Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.				
	30	Capital stock or trust principal, or endowment funds		30	
	31	Paid-in or capital surplus, or land, building, or equipment fund		31	
	32	Retained earnings, endowment, accumulated income, or other funds		32	
33	<b>Total net assets or fund balances</b>	<b>44,219,069.</b>	<b>33</b>	<b>46,858,486.</b>	
34	<b>Total liabilities and net assets/fund balances</b>	<b>77,245,586.</b>	<b>34</b>	<b>75,488,058.</b>	

**Part XI Reconciliation of Net Assets**

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VII, column (A), line 12)	1	75,217,134.
2	Total expenses (must equal Part IX, column (A), line 25)	2	72,577,717.
3	Revenue less expenses. Subtract line 2 from line 1	3	2,639,417.
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	44,219,069.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	46,858,486.

**Part XII Financial Statements and Reporting**

Check if Schedule O contains a response or note to any line in this Part XII

	Yes	No
1 Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
2a Were the organization's financial statements compiled or reviewed by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
b Were the organization's financial statements audited by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input checked="" type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? _____ If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.	X	
3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133? _____		X
b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits _____		

Form 990 (2017)

**SCHEDULE A**  
(Form 990 or 990-EZ)

Department of the Treasury  
Internal Revenue Service

**Public Charity Status and Public Support**

Complete if the organization is a section 501(c)(3) organization or a section 4947(e)(1) nonexempt charitable trust.  
Attach to Form 990 or Form 990-EZ.

Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2017**

Open to Public Inspection

Name of the organization

**AMERICAN YOUTH SOCCER ORGANIZATION**

Employer identification number

**95-6205398**

**Part I Reason for Public Charity Status** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1  A church, convention of churches, or association of churches described in section 170(b)(1)(A)(i).
- 2  A school described in section 170(b)(1)(A)(ii). (Attach Schedule E (Form 990 or 990-EZ).)
- 3  A hospital or a cooperative hospital service organization described in section 170(b)(1)(A)(iii).
- 4  A medical research organization operated in conjunction with a hospital described in section 170(b)(1)(A)(iii). Enter the hospital's name, city, and state: \_\_\_\_\_
- 5  An organization operated for the benefit of a college or university owned or operated by a governmental unit described in section 170(b)(1)(A)(iv). (Complete Part II.)
- 6  A federal, state, or local government or governmental unit described in section 170(b)(1)(A)(v).
- 7  An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in section 170(b)(1)(A)(vi). (Complete Part II.)
- 8  A community trust described in section 170(b)(1)(A)(vii). (Complete Part II.)
- 9  An agricultural research organization described in section 170(b)(1)(A)(ix) operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: \_\_\_\_\_
- 10  An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions - subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See section 509(a)(2). (Complete Part III.)
- 11  An organization organized and operated exclusively to test for public safety. See section 509(a)(4).
- 12  An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2). See section 509(a)(3). Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
  - a  Type I. A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. You must complete Part IV, Sections A and B.
  - b  Type II. A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). You must complete Part IV, Sections A and C.
  - c  Type III functionally integrated. A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). You must complete Part IV, Sections A, D, and E.
  - d  Type III non-functionally integrated. A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). You must complete Part IV, Sections A and D, and Part V.
  - e  Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
  - f Enter the number of supported organizations \_\_\_\_\_

**g Provide the following information about the supported organization(s).**

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
<b>Total</b>						

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ. 782021 10-05-17 Schedule A (Form 990 or 990-EZ) 2017

**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") .....						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf .....						
3 The value of services or facilities furnished by a governmental unit to the organization without charge ...						
4 Total. Add lines 1 through 3 .....						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) .....						
6 Public support. Subtract line 5 from line 4.						

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
7 Amounts from line 4 .....						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources ...						
9 Net income from unrelated business activities, whether or not the business is regularly carried on ...						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) .....						
11 Total support. Add lines 7 through 10 .....						
12 Gross receipts from related activities, etc. (see instructions) .....					12	
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here ▶ <input type="checkbox"/>						

**Section C. Computation of Public Support Percentage**

14 Public support percentage for 2017 (line 6, column (f) divided by line 11, column (f)) .....	14	%
15 Public support percentage from 2016 Schedule A, Part II, line 14 .....	15	%
16a 33 1/3% support test - 2017. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization ▶ <input type="checkbox"/>		
b 33 1/3% support test - 2016. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization ▶ <input type="checkbox"/>		
17a 10% -facts-and-circumstances test - 2017. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization ▶ <input type="checkbox"/>		
b 10% -facts-and-circumstances test - 2016. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization ▶ <input type="checkbox"/>		
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions ▶ <input type="checkbox"/>		

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in)	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	3,074,735.	2,898,677.	2,896,966.	2,311,622.	1,951,019.	13,133,019.
<b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose	65,255,059.	66,860,033.	67,455,344.	73,498,131.	70,715,394.	343,783,961.
<b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513	4,027,665.	2,998,656.	3,561,608.	3,575,050.	2,674,127.	16,837,106.
<b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
<b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge						
<b>6</b> Total. Add lines 1 through 5	72,357,459.	72,757,366.	73,913,918.	79,384,803.	75,340,540.	373,754,086.
<b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons						0.
<b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						0.
<b>c</b> Add lines 7a and 7b						0.
<b>8</b> Public support. (Add lines 7a through 7c.)						373,754,086.

**Section B. Total Support**

Calendar year (or fiscal year beginning in)	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
<b>9</b> Amounts from line 8	72,357,459.	72,757,366.	73,913,918.	79,384,803.	75,340,540.	373,754,086.
<b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources	232,125.	171,236.	114,295.	119,580.	118,444.	755,680.
<b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975	85,224.	196,099.	830,873.	729,364.	709,992.	2,551,552.
<b>c</b> Add lines 10a and 10b	317,349.	367,335.	945,168.	848,944.	828,436.	3,307,232.
<b>11</b> Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
<b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)	845,689.	741,335.	1,013,562.	1,230,123.	1,407,240.	5,237,949.
<b>13</b> Total support. (Add lines 8, 10a, 11, and 12.)	73,520,497.	73,866,036.	75,872,648.	81,463,870.	77,576,216.	382,299,267.

**14** First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here

**Section C. Computation of Public Support Percentage**

<b>15</b> Public support percentage for 2017 (line 8, column (f) divided by line 13, column (f))	15	97.76 %
<b>16</b> Public support percentage from 2016 Schedule A, Part III, line 15	16	98.08 %

**Section D. Computation of Investment Income Percentage**

<b>17</b> Investment income percentage for 2017 (line 10c, column (f) divided by line 13, column (f))	17	.87 %
<b>18</b> Investment income percentage from 2016 Schedule A, Part III, line 17	18	.75 %

**19a** 33 1/3% support tests - 2017. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

**b** 33 1/3% support tests - 2016. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

**20** Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

**Part IV Supporting Organizations**

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If "Yes," answer (b) and (c) below.		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? If "Yes," describe in Part VI when and how the organization made the determination.		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If "Yes," explain in Part VI what controls the organization put in place to ensure such use.		
4a Was any supported organization not organized in the United States ("foreign supported organization")? If "Yes," and if you checked 12a or 12b in Part I, answer (b) and (c) below.		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 508(a)(1) or (2)? If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? If "Yes," provide detail in Part VI.		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? If "Yes," provide detail in Part VI.		
b Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? If "Yes," provide detail in Part VI.		
c Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If "Yes," provide detail in Part VI.		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? If "Yes," answer 10b below.		
b Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)		



**Part IV Supporting Organizations** (continued)

	Yes	No
<b>11</b> Has the organization accepted a gift or contribution from any of the following persons?		
<b>a</b> A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?		
<b>b</b> A family member of a person described in (a) above?		
<b>c</b> A 35% controlled entity of a person described in (a) or (b) above? If "Yes" to a, b, or c, provide detail in Part VI.		

**Section B. Type I Supporting Organizations**

	Yes	No
<b>1</b> Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
<b>2</b> Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		

**Section C. Type II Supporting Organizations**

	Yes	No
<b>1</b> Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		

**Section D. All Type III Supporting Organizations**

	Yes	No
<b>1</b> Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
<b>2</b> Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).		
<b>3</b> By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.		

**Section E. Type III Functionally Integrated Supporting Organizations**

<b>1</b> Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).		
<b>a</b> <input type="checkbox"/>	The organization satisfied the Activities Test. Complete line 2 below.	
<b>b</b> <input type="checkbox"/>	The organization is the parent of each of its supported organizations. Complete line 3 below.	
<b>c</b> <input type="checkbox"/>	The organization supported a governmental entity. Describe in Part VI how you supported a government entity (see instructions).	
<b>2</b> Activities Test. Answer (a) and (b) below.		
<b>a</b>	Yes	No
Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.		
<b>b</b>	Yes	No
Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.		
<b>3</b> Parent of Supported Organizations. Answer (a) and (b) below.		
<b>a</b>	Yes	No
Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in Part VI.		
<b>b</b>	Yes	No
Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.		

**Part V. Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

1  Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI.) See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d	3	
4	Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions)	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by .035	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C - Distributable Amount		(A) Prior Year	Current Year
1	Adjusted net income for prior year (from Section A, line 8, Column A)	1	
2	Enter 85% of line 1	2	
3	Minimum asset amount for prior year (from Section B, line 8, Column A)	3	
4	Enter greater of line 2 or line 3	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions)	6	

7  Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations** (continued)

Section D - Distributions	Current Year
1 Amounts paid to supported organizations to accomplish exempt purposes	
2 Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3 Administrative expenses paid to accomplish exempt purposes of supported organizations	
4 Amounts paid to acquire exempt-use assets	
5 Qualified set-aside amounts (prior IRS approval required)	
6 Other distributions (describe in Part VI). See instructions.	
7 Total annual distributions. Add lines 1 through 6.	
8 Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	
9 Distributable amount for 2017 from Section C, line 6	
10 Line 8 amount divided by line 9 amount	

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2017	(iii) Distributable Amount for 2017
1 Distributable amount for 2017 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2017 (reasonable cause required- explain in Part VI). See instructions.			
3 Excess distributions carryover, if any, to 2017			
a			
b From 2013			
c From 2014			
d From 2015			
e From 2016			
f Total of lines 3a through e			
g Applied to underdistributions of prior years			
h Applied to 2017 distributable amount			
i Carryover from 2012 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from 3f.			
4 Distributions for 2017 from Section D, line 7: \$			
a Applied to underdistributions of prior years			
b Applied to 2017 distributable amount			
c Remainder. Subtract lines 4a and 4b from 4.			
5 Remaining underdistributions for years prior to 2017, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.			
6 Remaining underdistributions for 2017. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.			
7 Excess distributions carryover to 2018. Add lines 3j and 4c.			
8 Breakdown of line 7:			
a Excess from 2013			
b Excess from 2014			
c Excess from 2015			
d Excess from 2016			
e Excess from 2017			

Schedule A (Form 990 or 990-EZ) 2017

**Part VI**

**Supplemental information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

Lined area for supplemental information.

**SCHEDULE D**  
(Form 990)

Department of the Treasury  
Internal Revenue Service

**Supplemental Financial Statements**

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.  
▶ Attach to Form 990.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2017**

Open to Public Inspection

Name of the organization

**AMERICAN YOUTH SOCCER ORGANIZATION**

Employer identification number  
**95-6205398**

**Part I: Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.** Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year .....		
2 Aggregate value of contributions to (during year) .....		
3 Aggregate value of grants from (during year) .....		
4 Aggregate value at end of year .....		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? .....		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? .....		<input type="checkbox"/> Yes <input type="checkbox"/> No

**Part II: Conservation Easements.** Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

<input type="checkbox"/> Preservation of land for public use (e.g., recreation or education)	<input type="checkbox"/> Preservation of a historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
<input type="checkbox"/> Preservation of open space	

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements .....	2a
b Total acreage restricted by conservation easements .....	2b
c Number of conservation easements on a certified historic structure included in (a) .....	2c
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register .....	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶

4 Number of states where property subject to conservation easement is located ▶

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? .....

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \$

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? .....

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

**Part III: Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1 .....

(ii) Assets included in Form 990, Part X .....

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenue included on Form 990, Part VIII, line 1 .....

b Assets included in Form 990, Part X .....

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule D (Form 990) 2017

732051 10-09-17

**Part III: Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets** (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):

- a  Public exhibition
- b  Scholarly research
- c  Preservation for future generations
- d  Loan or exchange programs
- e  Other \_\_\_\_\_

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection?  Yes  No

**Part IV: Escrow and Custodial Arrangements.** Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X?  Yes  No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

	Amount
c Beginning balance	1c
d Additions during the year	1d
e Distributions during the year	1e
f Ending balance	1f

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability?  Yes  No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

**Part V: Endowment Funds.** Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance	221,589.	221,429.	221,207.	220,987.	215,766.
b Contributions					5,000.
c Net investment earnings, gains, and losses	212.	160.	222.	220.	221.
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance	221,801.	221,589.	221,429.	221,207.	220,987.

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a Board designated or quasi-endowment ▶ 100.00 %
- b Permanent endowment ▶ \_\_\_\_\_ %
- c Temporarily restricted endowment ▶ \_\_\_\_\_ %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

	Yes	No
(i) unrelated organizations	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(ii) related organizations	<input type="checkbox"/>	<input checked="" type="checkbox"/>

b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R?

4 Describe in Part XIII the intended uses of the organization's endowment funds.

**Part VI: Land, Buildings, and Equipment.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements		183,463.	179,292.	4,171.
d Equipment		952,477.	857,384.	95,093.
e Other		2,965,553.	2,506,347.	459,206.
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				558,470.

**Part VII Investments - Other Securities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
<b>Total.</b> (Col. (b) must equal Form 990, Part X, col. (B) line 12.)		

**Part VIII Investments - Program Related.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
<b>Total.</b> (Col. (b) must equal Form 990, Part X, col. (B) line 13.)		

**Part IX Other Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 15.)	

**Part X Other Liabilities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2) DEFERRED RENT	191,450.
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (E) line 25.)	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII

**Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements		1	13,152,423.
2	Amounts included on line 1 but not on Form 990, Part VII, line 12:			
	a Net unrealized gains (losses) on investments	2a		
	b Donated services and use of facilities	2b		
	c Recoveries of prior year grants	2c		
	d Other (Describe in Part XIII.)	2d	1,465,817.	
	e Add lines 2a through 2d		2e	1,465,817.
3	Subtract line 2e from line 1		3	11,686,606.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
	a Investment expenses not included on Form 990, Part VIII, line 7b	4a		
	b Other (Describe in Part XIII.)	4b	63,530,528.	
	c Add lines 4a and 4b		4c	63,530,528.
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)		5	75,217,134.

**Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements		1	13,307,339.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
	a Donated services and use of facilities	2a		
	b Prior year adjustments	2b		
	c Other losses	2c		
	d Other (Describe in Part XIII.)	2d	1,554,416.	
	e Add lines 2a through 2d		2e	1,554,416.
3	Subtract line 2e from line 1		3	11,752,923.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
	a Investment expenses not included on Form 990, Part VIII, line 7b	4a		
	b Other (Describe in Part XIII.)	4b	60,824,794.	
	c Add lines 4a and 4b		4c	60,824,794.
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)		5	72,577,717.

**Part XIII Supplemental Information.**

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

**PART V, LINE 4:**

TO PROVIDE ASSISTANCE TO ECONOMICALLY OR GEOGRAPHICALLY DISADVANTAGED REGIONS FOR THE PURCHASE OF EQUIPMENT, FIELD DEVELOPMENT OR MAINTANENCE, MARKETING AND TRAINING, TRAINING MATERIALS AND PROGRAM EXPANSION.

**PART X, LINE 2:**

AYSO HAS BEEN DESIGNATED AS TAX EXEMPT UNDER INTERNAL REVENUE CODE SECTION 501(C)(3) AND IS ALSO EXEMPT FROM STATE FRANCHISE TAXES UNDER SECTION 23701(D) OF THE CALIFORNIA REVENUE AND TAXATION CODE.

IN ACCORDANCE WITH ACCOUNTING STANDARDS CODIFICATION TOPIC NO. 740,

"UNCERTAINTY IN INCOME TAXES," THE ORGANIZATION RECOGNIZES THE IMPACT OF



Part XIII Supplemental information (continued)

TAX POSITIONS IN THE CONSOLIDATED FINANCIAL STATEMENTS IF THAT POSITION IS MORE LIKELY THAN NOT TO BE SUSTAINED ON AUDIT, BASED ON THE TECHNICAL MERITS OF THE POSITION. TO DATE, THE ORGANIZATION HAS NOT RECORDED ANY UNCERTAIN TAX POSITIONS. DURING THE YEARS ENDED JUNE 30, 2018, AND 2017, THE ORGANIZATION DID NOT RECOGNIZE ANY AMOUNT IN POTENTIAL INTEREST AND PENALTIES ASSOCIATED WITH UNCERTAIN TAX POSITIONS AND DID NOT NOTE ANY MATTERS WHICH MAY HAVE AN EFFECT ON ITS TAX-EXEMPT STATUS.

THE FOLLOWING ARE THE OPEN TAX YEARS FOR EACH JURISDICTION:

FEDERAL - 2014-2018

STATE - 2013-2018

PART XI, LINE 2D - OTHER ADJUSTMENTS:

DONATED ADVERTISING	765,000.
REVENUE FROM AYSO SERVICES CORPORATION, A SEPARATE RELATED ENTITY	551,987.
REVENUE FROM AYSO ADULT SOCCER CORPORATION, A SEPARATE RELATED ENTITY	148,830.
TOTAL TO SCHEDULE D, PART XI, LINE 2D	1,465,817.

PART XI, LINE 4B - OTHER ADJUSTMENTS:

REVENUE FROM AYSO REGIONS NOT INCLUDED IN AUDITED FINANCIALS	63,530,528.
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PART XII, LINE 2D - OTHER ADJUSTMENTS:

DONATED ADVERTISING	765,000.
EXPENSES FROM AYSO SERVICES CORPORATION, A SEPARATE	

Part XIII Supplemental Information (continued)

RELATED ENTITY 691,063.

EXPENSES FROM AYSO ADULT SOCCER CORPORATION, A SEPARATE

RELATED ENTITY 98,353.

TOTAL TO SCHEDULE D, PART XII, LINE 2D 1,554,416.

PART XII, LINE 4B - OTHER ADJUSTMENTS:

EXPENSES FROM AYSO REGIONS NOT INCLUDED IN AUDITED

FINANCIALS 60,824,794.

Multiple horizontal lines for supplemental information.

**SCHEDULE J  
(Form 990)**

**Compensation Information**

OMB No. 1545-0047

For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees  
 ▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 23.  
 ▶ Attach to Form 990.  
 ▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

**2017**

Open to Public Inspection

Department of the Treasury  
Internal Revenue Service

Name of the organization

**AMERICAN YOUTH SOCCER ORGANIZATION**

Employer identification number  
**95-6205398**

**Part I Questions Regarding Compensation**

	Yes	No
<b>1a</b> Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.		
<input type="checkbox"/> First-class or charter travel		
<input type="checkbox"/> Travel for companions		
<input type="checkbox"/> Tax indemnification and gross-up payments		
<input type="checkbox"/> Discretionary spending account		
<input type="checkbox"/> Housing allowance or residence for personal use		
<input type="checkbox"/> Payments for business use of personal residence		
<input type="checkbox"/> Health or social club dues or initiation fees		
<input type="checkbox"/> Personal services (such as, maid, chauffeur, chef)		
<b>b</b> If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain		
<b>2</b> Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a?	<b>X</b>	
<b>3</b> Indicate which, if any, of the following the filing organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.		
<input checked="" type="checkbox"/> Compensation committee		
<input type="checkbox"/> Independent compensation consultant		
<input checked="" type="checkbox"/> Form 990 of other organizations		
<input checked="" type="checkbox"/> Written employment contract		
<input checked="" type="checkbox"/> Compensation survey or study		
<input checked="" type="checkbox"/> Approval by the board or compensation committee		
<b>4</b> During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:		
<b>a</b> Receive a severance payment or change-of-control payment?		<b>X</b>
<b>b</b> Participate in, or receive payment from, a supplemental nonqualified retirement plan?		<b>X</b>
<b>c</b> Participate in, or receive payment from, an equity-based compensation arrangement?		<b>X</b>
If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.		
Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-8.		
<b>5</b> For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:		
<b>a</b> The organization?		<b>X</b>
<b>b</b> Any related organization?		<b>X</b>
If "Yes" on line 5a or 5b, describe in Part III.		
<b>6</b> For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:		
<b>a</b> The organization?		<b>X</b>
<b>b</b> Any related organization?		<b>X</b>
If "Yes" on line 6a or 6b, describe in Part III.		
<b>7</b> For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If "Yes," describe in Part III		<b>X</b>
<b>8</b> Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III		<b>X</b>
<b>9</b> If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?		

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2017

**Part II: Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees.** Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that aren't listed on Form 990, Part VII.

Note: The sum of columns (B)(i)-(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title		(B) Breakdown of W-2 and/or 1099-MISC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns (B)(i)-(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
		(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
(1) MICHAEL ROYER NATIONAL EXECUTIVE DIRECTOR	(i)	233,565.	0.	0.	12,473.	31,300.	277,338.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
(2) SCOTT GEMPLE DIRECTOR, FINANCE & OPERATIONS	(i)	177,271.	0.	0.	7,345.	19,921.	204,537.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
	(i)							
	(ii)							
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	(i)							
	(ii)							

Part III. Supplemental information

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

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**SCHEDULE M  
(Form 990)**

**Noncash Contributions**

OMB No. 1545-0047

**2017**

Open To Public Inspection

Department of the Treasury  
Internal Revenue Service

- ▶ Complete if the organizations answered "Yes" on Form 990, Part IV, lines 29 or 30.
- ▶ Attach to Form 990.
- ▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

Name of the organization **AMERICAN YOUTH SOCCER ORGANIZATION** Employer identification number **95-6205398**

Part I	Types of Property	(a) Check if applicable	(b) Number of contributions or items contributed	(c) Noncash contribution amounts reported on Form 990, Part VIII, line 1g	(d) Method of determining noncash contribution amounts
1	Art - Works of art				
2	Art - Historical treasures				
3	Art - Fractional interests				
4	Books and publications				
5	Clothing and household goods				
6	Cars and other vehicles				
7	Boats and planes				
8	Intellectual property				
9	Securities - Publicly traded				
10	Securities - Closely held stock				
11	Securities - Partnership, LLC, or trust interests				
12	Securities - Miscellaneous				
13	Qualified conservation contribution - Historic structures				
14	Qualified conservation contribution - Other				
15	Real estate - Residential				
16	Real estate - Commercial				
17	Real estate - Other				
18	Collectibles				
19	Food inventory				
20	Drugs and medical supplies				
21	Taxidermy				
22	Historical artifacts				
23	Scientific specimens				
24	Archeological artifacts				
25	Other ( <b>SOCCER GEAR</b> )	<input checked="" type="checkbox"/>	17	40,893	FAIR MARKET VALUE
26	Other ( <b>PINS AND MEDA</b> )	<input checked="" type="checkbox"/>	3	23,306	FAIR MARKET VALUE
27	Other ( )				
28	Other ( )				

29 Number of Forms 8283 received by the organization during the tax year for contributions for which the organization completed Form 8283, Part IV, Donee Acknowledgement **29**

	Yes	No
30a During the year, did the organization receive by contribution any property reported in Part I, lines 1 through 28, that it must hold for at least three years from the date of the initial contribution, and which isn't required to be used for exempt purposes for the entire holding period?		<input checked="" type="checkbox"/>
b If "Yes," describe the arrangement in Part II.		
31 Does the organization have a gift acceptance policy that requires the review of any nonstandard contributions?		<input checked="" type="checkbox"/>
32a Does the organization hire or use third parties or related organizations to solicit, process, or sell noncash contributions?		<input checked="" type="checkbox"/>
b If "Yes," describe in Part II.		
33 If the organization didn't report an amount in column (c) for a type of property for which column (a) is checked, describe in Part II.		

LHA For Paperwork Reduction Act Notice, see the instructions for Form 990. Schedule M (Form 990) 2017



**SCHEDULE O**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.  
▶ Attach to Form 990 or 990-EZ.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2017**

Open to Public  
Inspection

Name of the organization

AMERICAN YOUTH SOCCER ORGANIZATION

Employer identification number  
95-6205398

**FORM 990, PART I, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:**

**CHARACTER, AND TO FOSTER SOCCER COMPETITION FOR SUCH YOUTH.**

**FORM 990, PART III, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:**

**3. OPEN REGISTRATION. 4. POSITIVE COACHING 5. GOOD SPORTSMANSHIP 6.  
PLAYER DEVELOPMENT.**

**FORM 990, PART VI, SECTION B, LINE 11B:**

**THE FORM 990 IS REVIEWED BY THE FINANCE COMMISSION. ONCE REVIEWED IT IS  
SENT TO THE NATIONAL BOARD OF DIRECTORS FOR FINAL APPROVAL BEFORE FILING.**

**FORM 990, PART VI, SECTION B, LINE 12C:**

**ALL THE NATIONAL BOARD MEMBERS SIGN A CONFLICT OF INTEREST STATEMENT EACH  
YEAR. BOARD MEMBERS ARE REQUIRED TO DISCLOSE ANY CONFLICT OF INTEREST THAT  
MAY EXIST. COMPLIANCE OF THE POLICY IS MONITORED BY THE CONTROLLER.**

**FORM 990, PART VI, SECTION B, LINE 15:**

**THE HUMAN RESOURCES DIRECTOR GATHERS EXTERNAL MARKET DATA FOR SALARY RAISES  
FOR ALL EMPLOYEES INCLUDING OFFICERS AND DIRECTORS. FOR OFFICERS AND  
DIRECTORS, A COMPENSATION PACKAGE INCLUDES BENEFITS AND ANNUAL SALARY, IS  
THEN APPROVED BY THE NATIONAL BOARD OF DIRECTORS (NBOD). THE NBOD  
PRESIDENT DETERMINES AND APPROVES THE COMPENSATION PACKAGE FOR THE NATIONAL  
EXECUTIVE DIRECTOR (NED) AND IT GOES TO THE NBOD BOARD FOR A FINAL VOTE.  
THE AMOUNT OF SALARY AND BENEFITS GIVEN TO OTHER EMPLOYEES DETERMINED BY  
THE NATIONAL EXECUTIVE DIRECTOR (NED), BASED ON THE INDUSTRY AVERAGE. THE  
NBOD IS INFORMED SUBSEQUENTLY OF THE SALARY RAISE OF OTHER EMPLOYEES.**

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule O (Form 990 or 990-EZ) (2017)

732211 09-07-17



Name of the organization

AMERICAN YOUTH SOCCER ORGANIZATION

Employer identification number

95-6205398

FORM 990, PART VI, SECTION C, LINE 18:

THE ORGANIZATION'S FORM 990 IS ALSO AVAILABLE FOR PUBLIC INSPECTION ON  
WWW.GUIDESTAR.ORG

FORM 990, PART VI, SECTION C, LINE 19:

GOVERNING DOCUMENTS ARE AVAILABLE ON THE ORGANIZATIONS WEBSITE. THE  
CONFLICT OF INTEREST POLICY IS AVAILABLE UPON REQUEST. FINANCIAL STATEMENTS  
ARE NOW FOUND ON OUR MEMBERSHIP WEBSITE AND ARE LIMITED TO EXECUTIVE  
MEMBERS ONLY.

**SCHEDULE R  
(Form 990)**

**Related Organizations and Unrelated Partnerships**

OMB No. 1545-0047

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 33, 34, 36b, 38, or 37.  
▶ Attach to Form 990.

**2017**

Open to Public Inspection

Department of the Treasury  
Internal Revenue Service

Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

Name of the organization

**AMERICAN YOUTH SOCCER ORGANIZATION**

Employer identification number  
**95-6205398**

**Part I Identification of Disregarded Entities. Complete if the organization answered "Yes" on Form 990, Part IV, line 33.**

(a) Name, address, and EIN (if applicable) of disregarded entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity
AYSO DEMAND LLC - 81-1066289 19750 S. VERMONT AVE., STE 200 TORRANCE, CA 90502	ONLINE TRAINING	CALIFORNIA	38,900	144,530	AMERICAN YOUTH SOCCER ORGANIZATION

**Part II Identification of Related Tax-Exempt Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related tax-exempt organizations during the tax year.**

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Exempt Code section	(e) Public charity status (if section 501(c)(3))	(f) Direct controlling entity	(g) Section 512(b)(13) controlled entity?	
						Yes	No
AYSO WHENI FOUNDATION - 81-4596409 19750 S. VERMONT AVE., STE 200 TORRANCE, CA 90502	CHARITABLE - APPLIED FOR EXEMPTION	CALIFORNIA	501(C)(3)	N/A	AMERICAN YOUTH SOCCER ORGANIZATION	X	
AYSO ADULT SOCCER CORPORATION - 81-4542474 19750 S. VERMONT AVE., STE 200 TORRANCE, CA 90502	MALIBU SOCCER	CALIFORNIA	501(C)(4)	N/A	AMERICAN YOUTH SOCCER ORGANIZATION	X	

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule R (Form 990) 2017

**Part III Identification of Related Organizations Taxable as a Partnership.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations treated as a partnership during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Predominant income (related, unrelated, included from tax under sections 512-514)	(f) Share of total income	(g) Share of end-of-year assets	(h) Disproportionate allocations		(i) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managerial partner?		(k) Percentage ownership
							Yes	No		Yes	No	

**Part IV Identification of Related Organizations Taxable as a Corporation or Trust.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations treated as a corporation or trust during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Type of entity (C corp, S corp, or trust)	(f) Share of total income	(g) Share of end-of-year assets	(h) Percentage ownership	(i) Section 6120(b) controlled entity?	
								Yes	No
AYSO SERVICES CORPORATION - 81-4235083 19750 S. VERMONT AVE., BDR 200 TORRANCE, CA 90502	SOCCER TRAINING	CA	AMERICAN YOUTH SOCCER ORGANIZATION	C CORP	-139,076	100,271	100.00%		X

**Part V Transactions With Related Organizations.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, 35b, or 36.

Note: Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.

**1** During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Part II-IV?

	Yes	No
<b>a</b> Receipt of (i) interest, (ii) annuities, (iii) royalties, or (iv) rent from a controlled entity		X
<b>b</b> Gift, grant, or capital contribution to related organization(s)	X	
<b>c</b> Gift, grant, or capital contribution from related organization(s)		X
<b>d</b> Loans or loan guarantees to or for related organization(s)		X
<b>e</b> Loans or loan guarantees by related organization(s)		X
<b>f</b> Dividends from related organization(s)		X
<b>g</b> Sale of assets to related organization(s)		X
<b>h</b> Purchase of assets from related organization(s)		X
<b>i</b> Exchange of assets with related organization(s)		X
<b>j</b> Lease of facilities, equipment, or other assets to related organization(s)		X
<b>k</b> Lease of facilities, equipment, or other assets from related organization(s)		X
<b>l</b> Performance of services or membership or fundraising solicitations for related organization(s)	X	
<b>m</b> Performance of services or membership or fundraising solicitations by related organization(s)		X
<b>n</b> Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)	X	
<b>o</b> Sharing of paid employees with related organization(s)	X	
<b>p</b> Reimbursement paid to related organization(s) for expenses		X
<b>q</b> Reimbursement paid by related organization(s) for expenses	X	
<b>r</b> Other transfer of cash or property to related organization(s)		X
<b>s</b> Other transfer of cash or property from related organization(s)		X

**2** If the answer to any of the above is "Yes," see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

(a) Name of related organization	(b) Transaction type (a-c)	(c) Amount involved	(d) Method of determining amount involved
(1) <b>AYSO SERVICES CORPORATION</b>	<b>Q</b>	<b>209,855.</b>	<b>ACTUAL COST</b>
(2)			
(3)			
(4)			
(5)			
(6)			

**Part VII. Unrelated Organizations Taxable as a Partnership.** Complete if the organization answered "Yes" on Form 990, Part IV, line 37.

Provide the following information for each entity taxed as a partnership through which the organization conducted more than five percent of its activities (measured by total assets or gross revenue) that was not a related organization. See instructions regarding exclusion for certain investment partnerships.

(a) Name, address, and EIN of entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Predominant income (related, unrelated, excluded from tax under sections 612-614)	(e) Asset basis step-up?		(f) Share of total income	(g) Share of end-of-year assets	(h) U.S.-born partner?		(i) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) Disputed percentage ownership?		(k) Percentage ownership
				Yes	No			Yes	No		Yes	No	

**Part VII** Supplemental Information.

Provide additional information for responses to questions on Schedule R. See instructions.

Lined area for supplemental information.

**PLEASANT VALLEY RECREATION & PARK DISTRICT  
COMMUNITY SERVICE ORGANIZATION ANNUAL UPDATE FORM**

**NAME OF ORGANIZATION:**

AMERICAN YOUTH SOCCER ORGANIZATION - REGION 68

A representative from your Organization must attend the following PVRPD Board Meeting on:  
**Wednesday, June 3, 2020 at 6:00pm at the City of Camarillo Council Chambers (601 Carmen Dr.)**

OFFICERS	NAME	ADDRESS	PHONE
President	<u>TIM AZBELL</u>	<u>4111 CROYDON AVE.</u>	<u>(805) 657-3942</u>
Vice President	<u>JEANNETE ROSSLING</u>	<u>279 SPINDLEWOOD AVE.</u>	<u>(805) 427-4525</u>
Treasurer	<u>JANET VAHINI</u>	<u>2108 BENITO DRIVE</u>	<u>(805) 443-9124</u>
Secretary	<u>HEATHERLY T</u>	<u>2111 EUCLID CIRCLE</u>	<u>(805) 810-4202</u>

Number of participants last year:

Primary Season: 1730\* Secondary Season: 723\*\*

Projected number of participants in upcoming year:

Primary Season: UNKNOWN (1) Secondary Season: UNKNOWN (2)

What day and time are Board Meetings held?

Day: 3<sup>RD</sup> - WEDNESDAY Time: 7:00PM

Address where Board Meetings are held?

1110 CALLE SIERTE, SUITE F

Are Board Members elected or appointed?

Elected: 7 Appointed: 50+

When are new Board Members elected?

Month: JANUARY

When are new Board Members installed?

Month: APRIL

**Organization must attach a signed copy of Form 990 (Return of Organization Exempt From Income Tax) and Organization's current Bylaws when submitting this form**

Changes Organization has made from previous year:

NEW TREASURER - JANET VAHINI  
NEW MPA - IUMECA NEND

Please provide any comments for the PVRPD Board of Directors:

\*1730 = CORE, VIP, EXTRA & UNITED PROGRAMS  
\*\*723 = SPRING SEASON, ALL-STARS, EXTRA & UNITED PROGRAMS/TOURNAMENT TEAMS  
(1) = WORKING WITH AYSO IN DEALING WITH COVID-19.  
(2) = WORKING WITH AYSO IN DEALING WITH COVID-19.

Please complete and return the Annual Update Form by May 15, 2020 to:

Pleasant Valley Recreation & Park District

Recreation Supervisor

1605 E. Burnley Street

Camarillo, CA 93010

[ldbinney@pvrd.org](mailto:ldbinney@pvrd.org)

Phone: (805) 482-1996

Submitted By: JEANNETE ROSSLING

Signature: Jeannette Rossling



# AYSO Standard Regional Policies & Protocols

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everyone plays

**AYSO National Office**  
TEL (800) 872-2976  
FAX (310) 525-1155  
[www.ayso.org](http://www.ayso.org)

Accredited By:



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AYSO National Office  
19750 South Vermont Avenue, Suite 200  
Torrance, CA 90502  
800-872-2976

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# AYSO Standard Regional Policies and Protocols

## Article One: Introduction and Purpose

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Welcome to the heart of the American Youth Soccer Organization – its Region.

The AYSO Region is where “the beautiful game of soccer” meets the children of our cities, townships and counties and in the process educates and develops our Nation’s young people through AYSO’s six philosophies of Everyone Plays®, Balanced Teams, Open Registration, Positive Coaching, Good Sportsmanship and Player Development. (See AYSO National Bylaws, Section 1.01 and Article Two of these Standard Regional Policies and Protocols.)

These Standard Regional Policies & Protocols<sup>1</sup> (P&Ps) have been established as a Governing Document by the National Board of Directors (NBOD) pursuant to the authority granted in Article One, Section 1.03(a)(6) and (11) of the AYSO National Bylaws and in support of AYSO's other Governing Documents (Articles of Incorporation, National Bylaws, National Policy Statements and National Rules & Regulations).<sup>2</sup> They are designed to inform the Regional Leadership (Regional Commissioner and Regional Board Members) about how an AYSO Region must be administered, and to assure a successful and rewarding experience by our AYSO volunteers, players and families.

Pursuant to Bylaw 1.04(l) and NPS 6.1, the Region has the responsibility to operate in accordance with these P&Ps unless the Region has obtained permission from the NBOD or its delegate to vary from these requirements, through the addendum process set forth in Article Ten of these P&Ps. Any such variation must also comply with any Rules & Regulations appropriately adopted by the Region's Area Director and/or Section Director, pursuant to Bylaw 8.03. To the extent that there may be any contradiction or conflict between these P&Ps, including any approved Addendum thereto and other AYSO Governing Documents, the other AYSO Governing Documents will prevail.<sup>3</sup>

While these P&Ps are intended to advise AYSO's local leaders about what is required to operate a Region, suggested "Best Practices" about how to operate a successful Region can be found within the AYSO Reference Book Chapter 8.

Finally, know that you are not alone; Your NBOD, Section and Area Directors and the AYSO National Office Staff stand ready to support you and all who you serve. So, if you have questions, just ask!

---

<sup>1</sup> These Standard Regional Policies & Protocols are abbreviated and referred to as the P&Ps.

<sup>2</sup> References to some of AYSO's Governing Documents have been abbreviated for ease of use, as follows; AYSO National Bylaws = Bylaws; AYSO National Rules & Regulations = R&Rs; and AYSO National Policy Statements = NPS.

<sup>3</sup> All of AYSO's Governing Documents, including these P&Ps, are available on-line at [www.ayso.org](http://www.ayso.org).

## Article Two: Mission

---

The AYSO Mission is to develop and deliver quality youth soccer programs which promote a fun, family environment based on the AYSO philosophies:

**Everyone Plays\*** - Our goal is for kids to play soccer—so we mandate that every player on every team must play at least half of every game.

**Balanced Teams** - Each year we form new teams as evenly balanced as possible—because it is fair and more fun when teams of equal ability play.

**Open Registration** - Our program is open to all children who want to register and play soccer. Interest and enthusiasm are the only criteria for playing.

**Positive Coaching** - Encouragement of player effort provides for greater enjoyment by the players and ultimately leads to better-skilled and better-motivated players.

**Good Sportsmanship** - We strive to create a safe, fair, fun and positive environment based on mutual respect, rather than a win-at-all-costs attitude, and our program is designed to instill good sportsmanship in every facet of AYSO.

**Player Development** - We believe that all players should be able to develop their soccer skills and knowledge to the best of their abilities, both individually and as members of a team, in order to maximize their enjoyment of the game.

(See Bylaw 1.01 and Reference Book, Chapter 6, AYSO Fundamentals.)

## Article Three: Corporate Governance

---

AYSO is a single California corporation. Each Region is a part of that corporate entity and, as such, the assets and liabilities of the Region belong to the Corporation. Similarly, it is possible for the conduct of a Regional Board Member to impose legal obligations upon AYSO. Consequently, all material contracts in excess of one year duration, including proposed leases of fields or property must be reviewed and approved by the NBOD or its delegate and prior to their execution.

Since we are one corporation, no AYSO volunteer may file a lawsuit in the name of AYSO without the prior written approval of the National Office and any claim/lawsuit against an AYSO Region or Executive or Participating Member must be immediately reported to the National Office. Finally, AYSO takes great pride in its brand identity and in the trademarks, logos and other items of Intellectual Property it has developed over the years. (See NPS 1.1 for the requirements and proper use of trade name, trademark and logos.)

(See Bylaws 1.03, 1.04(p), and 9.02; NPS 1.1, 1.3, 3.5, 3.6, 3.11, 4.5, 5.3; and the Reference Book, Chapter 8.)

## Article Four: Duties and Responsibilities of the Region

---

The obligations required of every AYSO Region are set out in AYSO's Governing Documents. The most significant of those are:

- A. To operate and offer quality youth soccer programs, which promote a safe, fair, fun and positive environment that complies in spirit and letter with the Bylaws, NPS, R&Rs, and Philosophies of the Organization. (See Reference Book, Chapter 6, AYSO Fundamentals.)

- B. To nominate a Regional Commissioner (hereinafter "RC") and to nominate and appoint, at a minimum, a Treasurer, Risk Manager/Safety Director, Coach Administrator, Referee Administrator, Registrar and Child And Volunteer Protection Advocate. (See Article Six, Paragraphs E and F.)
- C. To register all players, coaches, referees, administrators and other volunteers prior to the commencement of the season and, as applicable, throughout the season, in accordance with the registration procedures of the Organization;

Please note that the failure of a Region to properly register a player or volunteer on a timely basis presents significant risk management and insurance issues that could result in severe sanctions, including but not limited to, revocation of the Region's charter, removal of the RC, and/or holding the Region responsible for payments under the Soccer Accident Insurance program.

(See Bylaws 1.04(c) and 1.04(t) and NPS 3.7 for a discussion of the registration and application requirements and procedures for the registration of volunteers and players.)

- D. To comply with the Volunteer Protection Act of 1997 by ensuring that all volunteers: are trained and certified; are given a position description, preferably in writing; and know and perform their duties consistent with AYSO's Governing Documents. (See Reference Book, Chapter 9, Safe Haven, for a discussion of the Federal Volunteer Protection Act of 1997 and the requirements for a volunteer to obtain the legal protections it affords, and Chapter 15, for a listing of approved AYSO Position Descriptions.)
- E. To assign players and coaches to assure proper balance of teams within each age division within the Region or within a reasonable geographical part thereof; (See Bylaw 1.04(d).)
- F. To ensure the financial integrity of the Organization by complying with the obligations established by Bylaw 1.04(l) and (m), including, but not limited to, the timely payment of all National Player Registration Fees in accordance with the registration requirements and procedures of the Organization. (See Article Eight, Financial Banking and Related Matters, of these P&Ps.);
- G. To comply with the Soccer Accident Insurance (SAI) plan and to submit insurance claims according to current procedures; (See Bylaw 1.04(o) and [www.AYSO.org](http://www.AYSO.org), Volunteers/Insurance.)
- H. To educate and inform its members that AYSO is a mandated reporter in many states and that most states ask that any adult who knows or suspects child abuse or neglect, file a good faith report. (See Reference Book, Chapter 9, Safe Haven Guidelines, Child Abuse and Neglect for a partial listing of various state's child abuse reporting agencies. Please contact the Safe Haven Department of the AYSO National Office with any questions.);
- I. To contact the National Office if it believes that events in their community, even those not related to AYSO or youth sports, may create heightened sensitivity with respect to AYSO, its programs or its reputation; and
- J. To comply with the requirements set out with NPS 2.5 and all directions provided by the National Office whenever a Region is considering paying for services to be rendered. (See Paying for Services on the AYSO website at [www.ayso.org](http://www.ayso.org) and also Article Six, Paragraph G of these P&Ps.)

(See Bylaw 1.04.)

## Article Five: Membership in the Region

---

A. There are three categories of members in AYSO: Executive Members, Participating Members and Honorary Members:

- **EXECUTIVE MEMBERS:** Every RC of a Chartered Region is an Executive Member. While RCs of Pilot Regions generally have most of the rights and responsibilities of their peers in Chartered Regions, they are not Executive Members and, therefore, do not have the right to vote, including at the National Annual General Meeting or in connection with the nomination of an Area Director. (See Bylaws 1.05, 1.06, and 7.02.)
- **PARTICIPATING MEMBERS:** All properly registered and accepted players and volunteers (except for RCs) within the Region are Participating Members.
- **HONORARY MEMBERS:** An Honorary Member is someone who has rendered outstanding or extraordinary service to the Organization, as recognized by the NBOD.

(See Bylaws 3.03, 3.04 and 3.02, respectively and AYSO Hall Of Fame Nominations on the AYSO website, [www.AYSO.org](http://www.AYSO.org), for nominating procedures for National recognition and for establishing local "halls of fame".)

B. The names, addresses and telephone number of all members of the Region, as well as the information contained in any Executive Member directory or any AYSO database are private and confidential. Such information and mailing lists or access to any AYSO database may not be disclosed or distributed to anyone, including any vendor or sponsor, without the prior written approval of the National Executive Director. (See NPS 1.2.)

## Article Six: Management of the Region

---

The management of an AYSO Region requires conduct consistent with AYSO's Governing Documents and discretionary decisions that a Region believes are necessary to operate a successful AYSO program in that Region's unique environment. In AYSO's Governing Documents, words such as "required", "shall" and "shall not" describe mandatory acts. Words such as "may", "could", and "might" refer to decisions or acts considered to be discretionary. (For a discussion of recommended/discretionary "Best Practices" in the management of a Region, please see the Reference Book, Chapter 8.)

The following is a list of some of the more significant Regional Board management obligations.

### A. Regional Commissioner and Regional Board Member Composition

1. Upon creation of the Region by the NBOD, the RC shall appoint the initial Regional Board to serve until the first scheduled Regional Board meeting, at which time nominations for board positions will take place, subject to appointment by the RC.
2. The Regional Board shall, at a minimum, consist of the RC, the Regional Treasurer, Regional Risk Manager/Safety Director, Regional Coach Administrator, Regional Referee Administrator, Regional Registrar and Regional Child and Volunteer Protection Advocate, all of whom are voting members. With the approval of the Regional Board, one person may serve in more than one position with the exception of the RC who cannot also serve as Regional Treasurer. In any case, where a Regional Board Member serves in more than one voting position, there is only one vote per person, not one vote per position. (See Bylaw 1.04 (n).)
3. The RC, in consultation with the Regional Board, may create such other voting or non-voting Board Members or other staff positions, as deemed desirable. Unless specifically noted to be a non-voting

Board Member, as required pursuant to the Addendum procedures set out within Article Ten of these P&Ps, all Regional Board Members will be deemed to be voting Board Members. The duties and responsibilities of these other positions shall be approved by the RC.

4. All members of the Regional Board understand that they owe a duty of loyalty to AYSO and by accepting appointment to the Regional Board agree to be bound by AYSO's Governing Documents.
5. All voting Regional Board Members must have reached the age of majority (adults), as defined by the State in which they reside, whereas youth volunteers may serve as non-voting Regional Board Members. (See NPS 2.15.)
6. Regional Board Members serve a one year terms, or until the next annual meeting of the Regional Board.
7. Any Regional Board Member, other than the RC, may be suspended, limited in activities or removed, in accordance with the Dispute Resolution procedures approved by the NBOD. (See Article Nine of these P&Ps, Dispute Resolution and Due Process for non-executive members.)

## **B. Duties and Responsibilities of Mandatory Regional Board Positions**

A brief overview of the duties and responsibilities of the seven mandatory Regional Board positions follows:

### **1. Regional Commissioner ("RC")**

- a) The RC, with the support and assistance of the Regional Board, shall have the responsibility and authority to conduct the day-to-day business affairs of the Region; guide the development of its future; and assure its compliance with AYSO's Governing Documents. (See Bylaw 7.03.)
- b) The RC's initial term of service shall be as appointed by the NBOD and the RC may serve multiple terms so long as he or she is nominated by the Regional Board and approved by the Area Director and/or Section Director and appointed by the NBOD. It is the responsibility of the RC to ensure that his/her term of appointment does not expire. If the term does expire, all eAYSO access rights previously granted to the RC will be revoked and the RC will no longer have the rights and privileges of an Executive Member including, but not limited to, the right to vote at an NAGM or in connection with the nomination of an Area Director. These limitations will remain in place until such time as the RC's application for reappointment, if any, is approved by the NBOD. (See Bylaw 7.05 and NPS 4.6; see also Policy for Access Rights.)
- c) The RC, in concert with the Regional Treasurer, shall insure that all fees collected and monies disbursed are done so in a fiscally responsible manner as described in Bylaw 1.04(m). (See Reference Book, Chapter 15, RC Job Description.)
- d) The RC, or his or her delegated Member of the Regional Board, shall preside at all Regional Board meetings. (See Reference Book, Chapter 15, RC Job Description)
- e) The RC shall maintain close liaison with the Area and Section Directors. (See Bylaw 7.03.)
- f) The RC shall act in all ways to avoid even the appearance of a conflict of interest. (See NPS, Article Five "Standards of Conduct and Conflict of Interest".)
- g) The RC may be suspended by the Area Director or the Section Director and suspended or removed by the NBOD in accordance with the Bylaws. (See Bylaw 7.03.)

### **2. Regional Treasurer**

The AYSO volunteer position of Regional Treasurer shall have custody of all funds and securities, evidence of indebtedness and other valuable documents, and shall deposit funds and securities in the name and to the credit of the Region in a bank or depository. The Treasurer shall comply with AYSO's



Governing Documents, including but not be limited to the following obligations: the preparation and maintenance of the Region's financial statements and their dissemination to the Region's participants and the National Office, the timely payment of all National Player Registration Fees, the full participation of the Region in the National Accounting Program, including NAP Online, the AYSO Policy on the Reimbursement of Expenses Incurred by the Region's Members, proper bank account maintenance and, AYSO's Player Refund Policy. (See Bylaws 1.04(l) and (m); NPS 3.1, 3.2, 3.9 and 3.10; and the AYSO Treasurer Manual, Accounts Receivable Section.)

**3. Regional Risk Manager/Safety Director**

The AYSO volunteer position of Regional Risk Manager/Safety Director shall be responsible for the overall aspects of the Region's safety including the safe condition of the Region's equipment, goals and fields and for ensuring that the Region's players, volunteers and parents are aware of AYSO's Soccer Accident Insurance (SAI), and AYSO's Incident Report Procedures. This position, together with the RC, is also responsible for implementing and monitoring AYSO's Severe Weather and Concussion Awareness Policies. (See Bylaws 1.04(e), (f), and (o), as well as NPS 2.10, 2.13, and 2.14.)

**4. Regional Coach Administrator ("RCA")**

The AYSO volunteer position of RCA is responsible for implementing, monitoring and maintaining the AYSO National Coaching Program at all age levels within the Region, including program delivery, volunteer training and certification (including assisting the CVPA with Safe Haven), as well as staff development, communication and coordination. (See Bylaw 1.04(q) and the Reference Book Chapter 6, AYSO Fundamentals (Programs), and Chapter 10, National Coaching Program.)

**5. Regional Referee Administrator ("RRA")**

The AYSO volunteer position of RRA is responsible for implementing, monitoring and maintaining the AYSO National Referee Program at all age levels within the Region, including the program delivery, volunteer training and certification (including assisting the CVPA with Safe Haven), as well as staff development, communication and coordination. (See Bylaw 1.04(q) and the Reference Book Chapter 5, AYSO Fundamentals (Programs), and Chapter 11, National Referee Program.)

**6. Regional Registrar**

The AYSO volunteer position of Regional Registrar is responsible for the planning and implementation of the annual registration of all players. The Regional Registrar shall comply with AYSO's Governing Documents, including but not being limited to: the registration of all players prior to the commencement of the season and, as applicable, throughout the season, in accordance with the registration and application requirements and procedures of the Organization. (See Bylaw 1.04(c).)

**7. Regional Child & Volunteer Protection Advocate ("CVPA")**

The AYSO volunteer position of Regional CVPA is responsible for overseeing the Safe Haven Program within the Region. This includes working with the RC, RCA and RRA to provide Safe Haven training and certification of all coaches, referees and other volunteers in the Region. The CVPA is also responsible for the screening and registration of all regional volunteers prior to the commencement of the season and, as applicable throughout the season, in accordance with the registration and application requirements and procedures of the Organization. Finally, the CVPA, together with the RC, is also responsible for the implementation and monitoring of AYSO's Code of Conduct Policy against Harassment, Abuse, or Violence. (See Bylaw 1.04(c), NPS 2.12 and 3.7, together with Reference Book, Chapter 9, and AYSO Safe Haven.)

**C. Meetings**

As established within Bylaw 1.04(k), and consistent with the principles of established corporate governance, every Region shall hold an annual and thereafter periodic meetings of the Regional Board, conducting these meetings in an open and transparent fashion, excepting for any necessary executive sessions, and maintaining minutes thereof, which minutes are to be reasonably made available to the Regional Board, the Region's Participating Members, and the National Office.

For a listing of recommended “Best Practices” in the administration of the Region’s Board meetings, the limitations of when executive sessions are permissible, the requirements of a quorum and the general responsibilities of Regional Board Members, see the Reference Book, Chapter 8.

#### **D. Voting and Veto Powers**

Unless otherwise specifically provided by these P&Ps, decisions of the Regional Board must be made by a majority decision of the voting Regional Board Members deciding on any such matter; provided, however, that the RC may veto any such decision if (a) the effect of such decision would be to violate any of AYSO’s Governing Documents or applicable law or (b) in the RC’s discretion, as guided by application of his or her fiduciary obligations, would not be in the best interests of the Region or the Organization.

#### **E. Regional Commissioner Initial Appointment/Reappointment/Replacement**

1. When a new Pilot Region is formed, the NBOD appoints the initial RC based upon information provided by the applicable Area and Section Directors and the National Office. (See Bylaw 1.05.)
2. Once the Initial RC is appointed, a Regional nominating committee shall be established by (i) the RC, in consultation with the Regional Board, at least three months, and preferably six months, before the expiration of the RC’s term or the end of an RC’s term due to planned resignation, or (ii) the Regional Board, whenever there is a vacancy in the RC position due to the RC’s death, unexpected resignation or removal.
  - a) The nominating committee will be comprised of a reasonable number of both Regional Board Members and Regional Participating Members who are not players or Members of the Regional Board.
  - b) The nominating committee shall submit its list of one or more names of individuals who they have determined to be qualified as candidates for the position of RC to the Regional Board. The voting members of the Regional Board shall, by a majority vote, nominate an RC and forward such nomination to the Area and Section Director, whose territory includes the Region. If both the Area Director and Section Director approve of the nomination of the person as Regional Commissioner, then the nomination will be forwarded to the National Board of Directors for election. ( See Bylaw 7.03)
  - c) In the absence of a nomination by the Regional Board, it is the responsibility and authority of the Region’s Area Director to work with the Region to ensure that an RC is nominated.
  - d) The NBOD has full discretion whether or not to appoint a nominee or to appoint a nominee for a term of three years or for a shorter period as it deems appropriate, after taking into account any input provided by the Area Director and/or Section Director.
  - e) In the event of a vacancy in the position of RC, the Region’s Area Director or other NBOD designee will step in and become the acting RC and work with the Regional Board to continue the operations of the Region until such time as a nominee for RC has been appointed by the NBOD. If there is no appointed RC, then the Region will not be represented at any vote for an Area Director or have a vote at an NAGM. (See Executive Member Selection Protocol under Best Practices in the Reference Book.)

#### **F. Regional Board Member Selection and Appointment**

1. At least one month prior to the annual meeting of the Region, or from time to time as may be needed, the RC shall appoint a nominating committee of not less than three individuals, consisting of Regional Board Members, one of whom shall serve as the Chair of the committee, and a reasonable number of Participating Members, who are not Members of the Regional Board.

2. The nominating committee shall publicize to the Participating Members of the Region the Regional Board positions to be voted upon, recruit candidates and accept the names of interested candidates for consideration.
3. Regional Board Members need not be parents of players in the Region.
4. At the annual meeting or from time to time as may be needed, the nominating committee shall present to the outgoing Regional Board a list of qualified candidates. By majority vote of the outgoing Regional Board Members present and voting, the final list of recommended nominees shall be presented to the RC for approval and appointment.
5. The RC may choose not to appoint a nominee to a Regional Board position, even though recommended, if the RC deems there is sufficient reason not to make the appointment. In such case, the RC shall ask the nominating committee to recommend additional candidates for approval and appointment. This inclusive and democratic process should be followed any time there are Regional Board positions to be filled, with the only exception being the appointment of the inaugural Regional Board.
6. An emergency or unplanned vacancy on the Regional Board before the expiration of the term, except that of RC, may be filled by a replacement candidate nominated by a majority vote of the voting Regional Board Members and approved and appointed by the RC. The person filling such vacancy shall serve until the next annual meeting.

**G. Voluntary Service and Conflict of Interest**

1. No Regional Board Member shall receive monetary or other compensation for his/her services to the Region related to their volunteer position. Nothing in this paragraph prohibits any Regional Board or staff member, or Regional participant, from being reimbursed for his or her appropriate out-of-pocket expenses incurred on behalf of the Region and in accordance with the expense reimbursement procedures set out within the Reference Book, Regional Operations, Financial Matters and NPS 3.1.
2. Consistent with NPS 5, no Regional Board Member may use his/her position to benefit him/herself directly or indirectly in any way, such as a supplier of equipment, materials or services to the Region except as permitted by NPS 2.5 and Article Four, Paragraph J of these P&Ps (Paying Volunteers) and the procedures established within NPS 5.3 (Conflict of Interest Policy).
3. The Region may not reduce or eliminate a player fee based upon volunteer work done by a participant's parents or guardians. Should a Region decide to incur the cost of the volunteers, an exception shall be made to allow a reduction of a player fee associated with the volunteer for an amount not exceeding the cost of volunteer membership. This rule does not impact the Region's ability to set early registration discounts available to all participants, to create volunteer recognition programs, to provide scholarship programs and provide other programs available in the Region's program. No fee distinction shall be made based upon parental or player participation in Regional fundraising activities.
4. The Region may not condition the registration of a player based upon any requirement of volunteer participation by a parent or guardian.

(See NPS 5.)

## Article Seven: Program Vision and Administration

### A. Representative Visionary Requirements

The AYSO Mission of "Developing and delivering quality youth soccer programs which promote a fun, family environment" is best accomplished by assuring quality educational programs, implementing well-structured administrative systems, having an integral volunteer network focusing on AYSO's development; and guaranteeing a strong financial position. The following is a partial listing of acts necessary to best achieve these goals:

1. Regions must implement the Safe Haven, Coaching, Referee, and Management Programs, with a focus on providing volunteer training opportunities throughout the year. (See Bylaws 1.04(h) and (q).)
2. Regions must, at a minimum, implement AYSO's Standard Primary Program on an annual basis and, to the best of their ability, participate year-round in the other various National Programs available and indicate which programs are available within their Policies and Protocols which may include but not limited to: VIP, EXTRA™, Kids Zone™, a (U5), U-16/U-19, Soccerfest, Tournaments, and NAASA - AYSO Adult, together with attending leadership events such as RC Training, Nationally-supported Section events (Section Conferences/Meetings, AYSO EXPOS, etc.) and the National Annual General Meeting (NAGM). (See Bylaw 1.04(q) and (s).)
3. Player and volunteer recruitment, development and retention must be a focus of the Region. (See Bylaw 1.04(h) and (r).)
4. To assure that the Region enjoys a vibrant future, the RC and Regional Board are expected to develop reasonable fundraising and sponsorship opportunities. (See Bylaw 1.04(m).)
5. The creation of both a short-term and long-range Strategic Plan for the future development of the Region is critically necessary and, once created, must be periodically reviewed and updated with the Area Director providing approval. (See Bylaw 1.04(r).)

(See Reference Book, Chapter 6, AYSO Fundamentals, Mission Statement Comments.)

### B. Operational Expectations

A number of concrete steps is required to meet the previously stated visionary goals. The following is a partial list of many most often achieved by successful Regions:

1. The Regional Board shall establish and communicate annually the registration fee for each player, as well as have a documented refund policy. (See Bylaw 3.06 and NPS 3.10.)
2. Teams must be formed as established in Articles II and III of the R&Rs, assuring proper balance of teams within each age division within the Region or within a reasonable part thereof. (See Bylaw 1.04(d).)
3. The only team member(s) a head coach may specify to be on his/her team is his/her own child or children. Otherwise, there shall be no automatic retention of players on any specific team or with any specific coach from the previous season. (See R&Rs Article II, Paragraph G and Bylaw 1.04(d).)

4. Every player on every team must play at least one-half of every game; (See R&Rs Article I, Paragraph C.1.)<sup>4</sup>
5. Regions shall provide all necessary equipment (including goals, nets and corner flags) and, for all players, provide matching team uniforms, consisting of jerseys (with approved AYSO Logo), shorts and socks. (See Bylaw 1.04(f) and R&Rs, Article VI, Paragraph A.) Any variances shall be outlined as an addendum to the Region's Standard Policies and Protocols.
6. The highest standards of conduct and good sportsmanship, consistent with the AYSO philosophies, must be maintained at all times by player, volunteers and spectators. (See NPS 2.12 (AYSO's Code of Conduct Policy against Harassment, Abuse, or Violence).)
7. Offensive, insulting or abusive language, the consumption of alcoholic beverages, the use of tobacco products, or smoking or simulating smoking or the use of tobacco products, at Regional-sponsored events whenever children are present, is forbidden. (See, in part, R&Rs Article I, Paragraph E.1 (d) and (e).)

**C. Best Practices and "How-To's"**

To assist the Region in meeting its responsibilities and in achieving the greatest successes possible, proven "Best Practices" and "How-To's" can be found in the AYSO Reference Book, Chapter 8.

## Article Eight: Financial Banking and Related Matters

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Consistent with the obligations established within Bylaw 1.04(l) and (m), every AYSO RC and Regional Board Member agree as a condition of the assumption of their Regional Board membership to comply with and assure proper oversight of the following financial obligations:

- A. All Regions must use the National Accounting Program (NAP) and NAP Online and must adhere to the financial policies and procedures described in the Treasurer's Manual, unless otherwise authorized by the National Office.
- B. An annual budget must be adopted that provides the basis for setting player registration fees, submitted to the National Office, and made available to the participants of the Region and AD no later than June 1, which is 30 days prior to the end of the Organization's fiscal year; (See Treasurer Manual.)
- C. Annual budgets must be prepared, submitted to the RC, the Regional Board, the Area Director and/or Section Director and the AYSO National Office and made available to the participating members of the Region; (See Bylaw 1.04(l), NPS 3.2 and the Treasurer Manual.)
- D. Ensure the financial integrity of the Organization by complying with the obligations established by Bylaw 1.04(l) and (m), including, the timely payment of all national player registration fees prior to the commencement of the season and, as applicable throughout the season, in accordance with the registration requirements and procedures of the Organization.;
- E. Any suspected financial irregularity/fraud or misuse of funds must be immediately reported to the Area Director, Section Director, and Finance Department of the National Office;
- F. Regional financial records must be maintained for seven (7) years;

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<sup>4</sup> Through the Addendum process described in Article 10, Regions will have the opportunity to select the so-called "three-quarter rule" for their Regions, whereby no player will play an entire game unless all other players on the team will play at least "three quarters" of the game. This option is frequently used in Regions throughout AYSO.

- G. The use of regional credit cards, ATM/debit cards, deposit-only cards, electronic transfer of funds and online banking are prohibited, with the exception of an AYSO issued restricted use corporate credit card. However, view-only online account management is permitted;
- H. All checking/savings accounts must have a minimum of three (3) signatories (the RC, Treasurer and Area Director, when reasonable), and any other Regional Board Member; and none can be members of the same family or household;
- I. All checks must be signed by two (2) account signatories, one of whom should be the RC or Treasurer. At no time can a signatory sign for or authorize a check made payable to the signatory.
- J. Pre-signed checks and blank checks cannot be used;
- K. Only one (1) checking account and two (2) savings accounts/CDs are permitted, unless previously authorized for Tournaments and/or Cultural Events;
- L. Payments to independent contractors (vendors) must be reported to the National Office for the potential issuance of 1099 forms;
- M. Fundraising in various states may trigger the obligation to pay sales or other various taxes. Whenever fundraising is considered, the National Office must be contacted to determine if a tax applies;
- N. Tournaments must be self-sustaining as Regional funds cannot be used. Similarly, Regional funds cannot be used to subsidize traveling AYSO teams, but can be used to cover many Regional operating expenses for hosting Cultural Exchanges;
- O. Please consult the AYSO Treasurer Manual for a discussion of additional requirements and "Best Practices" for the following: cash handling protocols, submission of monthly financial reports, use of PayPal, coding of income and expenses, audits of Region finances, reconciliation of registered players to player registration fees received, refund policies, requirements of Regional Auditors, volunteer reimbursement, attendance at Nationally-supported Section events and the NAGM, land ownership and leaseholds, AYSO Supply Center purchases and other similar subjects.

(See Bylaw 1.04(l) and (m), together with the AYSO Treasurer Manual and the Treasurer's Position Description contained in the Reference Book, Chapter 15.)

## Article Nine: Dispute Resolution and Due Process

The successful resolution of disputes involving the day-to-day activities of our AYSO volunteers is one of the most important goals in achieving a harmonious and healthy Region. As such, guiding principles such as "compromise," "suspension or removal as the last resort," the "recognition of valuable service" and "finding a fair and just resolution" are the cornerstones of AYSO's approach in dealing with such situations.

While the concepts of Dispute Resolution and Due Process apply to both Executive Members (RCs) and Participating Members, there are differences between the procedures and protocols. As a result, the following discussion only applies to the Region's Participating Members. (See Article five of the P&P's for the definitions of Executive and participating Members.)

When a Participating Member's conduct, or that of a parent or guardian, even if not a Participating Member, has risen to the potential need of "limiting, suspending or removing/terminating" that person's participation in AYSO, the Region must follow the Due Process protocols adopted by the AYSO NBOD, as authorized within National Bylaw 3.07(d). While these procedures and protocols are set out in their entirety in the Reference Book, Chapter 8, Due Process, the following are several of the more significant provisions:

- A. When disciplinary action is found to be necessary, only the minimum action necessary should be taken. In that spirit, when possible, the Member should be allowed to resign and disputes should not be publicized to respect their individual privacy,
- B. Regions must avoid punishing a player for the conduct of the parents, except when there is no other solution,
- C. There are required means by which Notice of the contemplated action must be given,
- D. The RC is ultimately responsible for determining which of several alternative Due Process procedures will be used,
- E. If the gravity of a person's conduct presents an imminent danger to any participant or to the program, the RC may immediately suspend the person(s) involved,
- F. The RC has the ultimate authority to remove a Participating Member, a parent or guardian, as well as those not entitled to Due Process, such as other family members and spectators, from further involvement in the program,
- G. A precise Due Process procedure has been established for holding a "Disciplinary Review Panel",
- H. A onetime Appeal Process has also been established to verify that the original determination was not arbitrary or capricious, that the original procedure was fair, and that the established procedures for Due Process were followed.

If questions arise, please do not hesitate to contact your Area Director, your Section Director and the National Office.

## **Article Ten: Regional Amendments to Standard Regional Policies and Protocols**

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### **A: Adoption of AYSO Standard Regional Policies & Protocols**

These AYSO Standard Policies & Protocols (P&Ps) shall be deemed adopted by the Region, unless and until amended as set forth below. (See NPS, Article Six.)

### **B. Amendment to the AYSO Standard Regional Policies & Procedures**

Should a Region desire to amend these P&Ps, it may only be accomplished with the following steps:

1. A two-thirds (2/3) vote of the Regional Board Members,
2. The recommendation of the RC,
3. Copies of the signed Standard P&Ps Addendum Form, with the recommended change(s), sent by the RC to the Area Director, Section Director and the AYSO National Office,
4. Approval by the NBOD or its delegate.

### **C. Publication of P&Ps and Addendums**

The Region must make these P&Ps, along with any Regional addendums, if they exist, available upon request to the members of the Region pursuant to Bylaws 1.04(i) and (l).

## AYSO Standard Regional Policies & Protocols - Attachments

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### A. SR P&Ps Addendum Form

This form, available on the AYSO website, [www.AYSO.org](http://www.AYSO.org) at the following link, SR P&Ps Addendum Form, is intended to capture all appropriate changes to the SR P&Ps that the Region determines is best for its members and community. This could include, for example, "having  $\frac{3}{4}$  play before any player played the full game".





**AYSO Standard Regional Policies & Protocols - Addendum A**  
 (Please check or fill in the appropriate box)

<u>Article</u>	<u>Paragraph</u>	<u>Change</u>
6	A.3.	List of non-voting Regional Board positions.  _____ _____ _____ _____
6	E.2. (d)	Requested length of term for Regional Commissioner, if not 3 years: <input type="checkbox"/> 2 years <input type="checkbox"/> 1 year
7	B.4.	Minimum playing time for each player, if not one-half: <input type="checkbox"/> No player plays a full game until all players play three-fourths.

**Additional Addendum Items**

<u>Article</u>	<u>Paragraph</u>	<u>Change</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Section Area Region**

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<b>Date Signed by RC</b>	<b>Regional Commissioner Name</b>	<b>Regional Commissioner Signature</b>

<b>Approved by:</b>		
<b>Date Signed by AD</b>	<b>Area Director Name</b>	<b>Area Director Signature</b>

<b>Date Signed by SD</b>	<b>Section Director Name</b>	<b>Section Director Signature</b>

<b>Received by:</b>		
<b>Date Sent to National Office</b>	<b>National Office</b>	<b>Received By/Team/Date</b>

**B. Additional Region Policies and Guidelines**

Regions with additional Region specific policies and guidelines, not covered in the AYSO Standard Policies and Protocols, are required to submit these policies and guidelines for review and approval by the Area Director, Section Director and NBOD or its delegate. The following Addendum B Cover Sheet must be used to itemize each local policy and guideline approved by a two-thirds vote of the Regional Board and be accompanied by a full copy of these Regional policies and guidelines. Examples of Region specific policies and guidelines may include a Registration Fee Refund Policy, Player Sponsorship Guidelines, All-Star Team or Secondary Play Selection Criteria, etc.

The signed and approved SR Addendum and Addendum B including a complete copy of any Regional policies and guidelines, must be forwarded to the National Office upon approval.



**Addendum B – Additional Regional Policies and Guidelines**

#	Policy or Guideline
1.0	Player Registration – Registration Fee Refund Policy

## Addendum A: Voting rights of Board Members

1. Regional Board Positions – Voting
  - 1.1. Regional Commissioner
  - 1.2. Safety Director
  - 1.3. CVPA
  - 1.4. Treasurer
  - 1.5. Registrar
  - 1.6. Referee Administrator
  - 1.7. Assistant Referee Administrator
  - 1.8. Director referee instruction
  - 1.9. Director referee assessment
  - 1.10. Referee Scheduler
  - 1.11. Coach Administrator
  - 1.12. Assistant Coach Administrator
  - 1.13. Game coordinator
  - 1.14. Practice coordinator
  - 1.15. Rating coordinator
  - 1.16. Executive ARC
  - 1.17. Assistant Regional Commissioner(s)
  - 1.18. Head Director of Players
  - 1.19. Director of Players - Boys Competitive
  - 1.20. Director of Players - Girls Competitive
  - 1.21. Director of Players – Boys Non-Competitive
  - 1.22. Director of Players – Girls Non-Competitive
  - 1.23. Head Team manager
  - 1.24. Field Director
  - 1.25. VIP Director
  - 1.26. Webmaster
  - 1.27. CSC Tournament Director
  - 1.28. CC Tournament Director
  - 1.29. Spring Director
  - 1.30. Challenge Program Coordinator
  - 1.31. Extra Program Coordinator
  - 1.32. Tournament Team Director
  - 1.33. 5U Director
  - 1.34. Division Coordinator B6U
  - 1.35. Division Coordinator B7U
  - 1.36. Division Coordinator B8U
  - 1.37. Division Coordinators B10U
  - 1.38. Division Coordinator B12U

- 1.39. Division Coordinator B14U
- 1.40. Division Coordinator B19U
- 1.41. Division Coordinator G6U
- 1.42. Division Coordinator G7U
- 1.43. Division Coordinator G8U
- 1.44. Division Coordinators G10U
- 1.45. Division Coordinator G12U
- 1.46. Division Coordinator G14U
- 1.47. Division Coordinator G19U
- 2. Regional Board Positions – Non-Voting
  - 2.1. Secretary
  - 2.2. Uniform Director
  - 2.3. Awards Director
  - 2.4. CSC Registrar
  - 2.5. CC Registrar
  - 2.6. Management administrator
  - 2.7. Assistant treasurer
  - 2.8. Referee coordinator
  - 2.9. Statistician
  - 2.10. Auditor
  - 2.11. Game coordinator
  - 2.12. Practice coordinator
  - 2.13. Information
  - 2.14. PVRPD liaison

## Addendum B: Additional Regional Policies and Procedures

1. Fee Schedule (2019) Fall
  - 1.1. Regular Fee (5U thru 19U) \$ 135 (first child in family)
  - 1.2. Family Discount \$ 125 (second child in family)
  - 1.3. Family Discount \$ 115 (third child in family)
  - 1.4. Family Discount \$ 105 (fourth child in family)
  - 1.5. Family Discount No cost for any additional children
  - 1.6. Active Military Families \$ 125 (first child in family)
  - 1.7. Active Military Families \$ 115(second child in family)
  - 1.8. Active Military Families \$ 105 (third child in family)
  - 1.9. Active Military Families \$ 95 (fourth child in family)
  - 1.10. Active Military Families No cost for any additional children
  - 1.11. VIP Fee \$ 0
  - 1.12. Scholarship Program - Scholarship applications shall be reviewed and approved by the RC.
  - 1.13. Fall Refund Policy
    - 1.13.1. The refund amount shall be based on the date the request to withdraw from the program is received by the Registrar. Upon receipt of the withdrawn player's registration form, the Treasurer shall issue a refund. The AYSO National Fee cannot be refunded.
    - 1.13.2. Any player who withdraws from the program shall be entitled to a full refund less the National Fee if the request is received before August 1<sup>st</sup>.
    - 1.13.3. Any player who withdraws from the program after August 1<sup>st</sup> and no later than the start of the second game of the season will receive 50% refund less the National Fee and must return their uniform to be eligible. No refund after second game of the season.
    - 1.13.4. Any player who withdraws due to permanent change of station (PCS) by a military family shall be entitled to a full refund less the National Fee regardless of when the request was received
  - 1.14. Spring Refund Policy - Any player who withdraws two weeks prior to the first day of scheduled games will receive a full refund, except for National Fee if paid. Any player who withdraws after two weeks prior to the first day of scheduled games but before the first day of scheduled games, shall receive a 50% refund except, for National Fee if paid.
2. Meetings
  - 2.1. The Regional Board shall fix, at its initial meeting each year ("annual meeting"), the time, date and place of each regular meeting of the Regional Board and send notice of such annual meeting to all participants in the program.
  - 2.2. It shall be the policy of the Region to hold at least one board meeting in each month. The Regional Board shall provide for the taking of minutes of the

proceedings at each meeting and make them available to the members of the Region.

- 2.3. All Regional Board meetings shall be open to all participating members unless the Regional Board determines that it is necessary to hold a private session.
- 2.4. The Regional Commissioner or 1/3 of the board members may call a special meeting of the Regional Board with three days' prior notice stating the purposes of such meeting, which notice may be given in writing (e-mail shall be acceptable), by telephone or in person.
- 2.5. No quorum of the voting board members are required for a vote. A vote shall be passed based on a majority of the voting board members present at the meeting at the time of the vote.
- 2.6. The Regional Board may make decisions that modify these Policies and Protocols. The Regional Board is not bound by these Policies and Protocols if the Regional Board deems a modification or exception of the Policies and Protocols is in the best interest of the Region.
- 2.7. Decisions between Board Meetings
  - 2.7.1. In the event that a decision on an issue is necessary between scheduled Regional Board meetings, the RC shall either call an Executive Board Meeting or poll the Executive Board or Regional Board by e-mail.
  - 2.7.2. The RC shall keep a written record of the poll.
  - 2.7.3. The decision reached by the Executive Board shall have the same effect as if it were voted on at a regular Board Meeting.
  - 2.7.4. Such decisions shall be reported to the Regional Board at the next scheduled meeting.
3. Expenditure Authorization: For unbudgeted expenditures requiring authorization between General Board Meetings, the RC is authorized to approve expenditures up to and including \$750. The Executive Board is authorized to approve expenditures up to and including \$1,500. Any expenditure approved in this manner will be reported to the General Board at the next scheduled meeting.
4. Duties and Responsibilities of Additional Regional Board Positions
  - 4.1. Regional Commissioner (RC) Additional Duties and Responsibilities
    - 4.1.1. Regional Commissioner shall serve a three year term.
  - 4.2. Assistant Regional Commissioner(s) (ARC)
    - 4.2.1. The ARC shall assist the RC and serve as the acting RC in the absence of the RC.
  - 4.3. Head Director of Players (HDOP)
    - 4.3.1. The Head Director of Players shall be responsible for the operation of the Core Competitive and Non-competitive programs. HDOP, with the Director of Players (DOP) for competitive and non-competitive programs, shall manage and assist the Division Coordinators for each division. The HDOP

shall coordinate with the Registrar, CVAP and Regional Coach Administrator to coordinate the Fall Core Program.

#### 4.4. Director of Players (DOP)

- 4.4.1. The Director of Players shall be responsible for the operation of the Competitive and Non-competitive programs.
- 4.4.2. When required, the Director of Players shall adjust the divisional responsibilities so that a Division Coordinator is not responsible for a division in which a family member is a playing member. The Regional Board can vote to allow a Director of Players to be responsible for a division in which a family member is a Playing Member.
- 4.4.3. The Director of Players shall be responsible for team formation based on team balance.
- 4.4.4. The Director of Players shall maintain team rosters
- 4.4.5. The Director of Players shall work with the Registrar to place late registrations on teams, track players requesting refunds and maintain a player wait list.
- 4.4.6. The Director of Players with the Coaching Staff shall schedule and conduct ratings meetings for the 8U and older divisions and provide the updated ratings to the Registrar for incorporation into the AYSO player database.
- 4.4.7. The Director of Players shall disseminate information to the Division Coordinator of interest to the coaches.
- 4.4.8. The Director of Players shall schedule and conduct ratings meetings for the appropriate divisions and provide the updated ratings to the Registrar for incorporation into the AYSO player database.

#### 4.5. Division Coordinator

- 4.5.1. The Division Coordinator shall be responsible for the administration and operation of a division of play within the Region.
- 4.5.2. The Division Coordinator shall recruit the coaches and provide guidance and support to the coaches. The Division Coordinator shall resolve minor problems, issues and disputes within the division and refer non-minor problems, issues, and disputes to the applicable Director of Players.
- 4.5.3. The Division Coordinator shall assist the Director of Players to ensure all Coaches and Assistant Coaches are currently registered, Safe Haven certified, CDC Concussion Awareness Trained and has age-specific coach training.
- 4.5.4. The Division Coordinator shall assist the Uniform Director in the distribution of uniforms to teams.
- 4.5.5. In the applicable divisions, the Division Coordinator shall coordinate the collection of player ratings.



#### 4.6. Secretary

- 4.6.1. The Secretary shall be responsible for taking minutes of all Regular and Executive Board meetings and posting them on our Regional website within 14 days after the meeting for approval at the next Regular Board meeting. Secretary shall not be a voting member of the Executive Board, but shall be a voting member of the Regional Board.
- 4.6.2. The Secretary shall provide a copy of the minutes to the Area Director.
- 4.6.3. The Secretary shall record changes to these Policies and Procedures when approved and maintain an accurate set of all such changes so a new edition of the Policies and Procedures may be published.
- 4.6.4. The Secretary shall maintain an archive of the Region's administrative documents, manuals, board meeting minutes, and other materials as requested by the RC.

#### 4.7. EXTRA Program Coordinator (EPC)

- 4.7.1. The EPC shall be responsible for the operation of the EXTRA program.
- 4.7.2. The EXTRA divisions shall be U09 and older and shall be approved by the Region 68.
- 4.7.3. The EPC shall recruit and oversee the applicable EXTRA Coaches.
- 4.7.4. The EPC shall be responsible for team formation in accordance with the EXTRA program Policies and Procedures.
- 4.7.5. The EPC shall maintain team rosters in an approved spreadsheet and provide this information to the Executive Board.
- 4.7.6. The EPC shall work with the Registrar to register teams, track players requesting refunds and maintain a player wait list.
- 4.7.7. The EPC shall work with the CVPA to ensure all coaches and assistant coaches are currently registered, certified, and have age-specific training.
- 4.7.8. The EPC shall disseminate information to the EXTRA coaches.
- 4.7.9. The EPC shall schedule and conduct skill assessment sessions for the players.
- 4.7.10. The EPC shall hold ratings meetings for the EXTRA players.

#### 4.8. Regional Auditor

- 4.8.1. The Regional Auditor shall be responsible for auditing the books and records quarterly.
- 4.8.2. The Regional Auditor shall not have signature authority nor reside at the same residence as someone who has signature authority.

#### 4.9. Equipment Director

- 4.9.1. The Equipment Director shall be responsible for the purchasing and distribution of uniforms and coach supplies (soccer balls, first aid kits, etc.).

- 4.9.2. The Equipment Director shall be responsible for purchasing and maintaining equipment, including goals, goal nets, and corner flags as may be needed by the Region.
- 4.9.3. The Equipment Director shall submit a budget for uniforms and equipment to the Treasurer by March 31st for the upcoming year (July 1 through June 30).
- 4.10. Field Director
  - 4.10.1. The Field Director shall be responsible for the interface with the responsible organization to ensure the fields are properly maintained.
  - 4.10.2. The Field Director shall be responsible for the layout and marking of fields before the start of the season and the weekly painting of the fields during the season.
  - 4.10.3. The Field Director shall be responsible for the proper care and maintenance of all field equipment (vehicles, paint machines, etc.).
  - 4.10.4. The Field Director shall be responsible for the field equipment distribution and pick up, field painting, field monitor assignments and preseason work day activities and tracking points and forwarding the tally to the Statistician.
- 4.11. Awards Director
  - 4.11.1. The Awards Director shall be responsible for obtaining trophies, pins, and medallions for distribution as deemed appropriate by the board.
  - 4.11.2. The Awards Director shall submit a budget for trophies, pins, and medallions to the Treasurer by March 31st for the upcoming year (July 1 through June 30).
- 4.12. Head Team Manager
  - 4.12.1. The Head Team Manager shall be responsible for the dissemination of information to the Team Managers and conduct Team Manager meetings prior to the start of the season.
  - 4.12.2. The Head Team Manager shall generate the parent participation schedule for the field equipment distribution and pick up, field painting, field monitor assignments and preseason work day activities and coordinate with the Field Director.
  - 4.12.3. The Head Team Manager shall coordinate the selection of a photographer with the ARC, generate the Picture Day schedule, and oversee Picture Day.
  - 4.12.4. The Head Team Manager shall coordinate the distribution of pictures to the Playing Members.
  - 4.12.5. The Head Team Manager will coordinate the participation of any other Community activities approved by the Board of Directors.
- 4.13. Tournament Director(s)

- 4.13.1. The Tournament Director(s) shall be responsible for submitting the application paperwork for all Region 68 sponsored tournaments.
- 4.13.2. The Tournament Director shall be responsible for recruiting the tournament staff and all preparation and operational activities associated with Region 68 sponsored tournaments.
- 4.13.3. The Tournament Director shall have the training requirements specified by the National Tournament Commission.
- 4.14. Tournament Team Director
  - 4.14.1. The Tournament Team Director shall be responsible for all post-season teams participating in the various AYSO tournaments.
  - 4.14.2. The Tournament Team Director shall monitor all teams, coaches, and players to assure compliance with all AYSO philosophies and regional and National Policies and Procedures.
- 4.15. Spring League Director
  - 4.15.1. The Spring League Director shall be responsible for all aspects of the spring season.
  - 4.15.2. The Spring League Director shall recruit a staff consisting of, as a minimum, a Registrar, CVPA, Safety Director, Director of Player(s), and Division Coordinators to assist in the management of the spring season.
  - 4.15.3. The Spring League Director shall be responsible for player registration, coach recruitment, team formation, uniforms, fields, game and referee schedules, and any other activities necessary to conduct a secondary season soccer program.
- 4.16. Webmaster
  - 4.16.1. Maintains the regional website home page.
  - 4.16.2. Works with departmental heads on online digital advertising.
  - 4.16.3. Oversees and maintains and updates region website on a timely basis on all upcoming events and activities.
  - 4.16.4. Trains and manages departmental heads on maintaining and updating their own specific web page responsibilities.
  - 4.16.5. Stays up to date and current on all aspects on the websites technical platform.
  - 4.16.6. Manages passwords and admin privileges of all users to the website.
- 4.17. PVR&PD Liaison
  - 4.17.1. The PVR&PD Liaison shall be responsible for representing the Region on the Youth Sports Commission and representing the Region at PVR&PD monthly meetings.
  - 4.17.2. The PVR&PD Liaison shall communicate with PVR&PD management as directed by the RC.

- 4.18. Regional Coach Administrator (RCA) Staff
  - 4.18.1. Assistant RCA
    - 4.18.1.1. The Assistant RCA(s) shall assist the RCA in the training and supervising of all Coaches in the Region and serve as the acting RCA in the absence of the RCA.
    - 4.18.1.2. When there is more than one Assistant RCA, the RCA shall designate an Executive Assistant RCA to serve as the acting RCA in the absence of the RCA.
  - 4.18.2. Practice Field Scheduler
    - 4.18.2.1. The Practice Field Scheduler shall be responsible for scheduling all practice fields for the Region.
    - 4.18.2.2. The Practice Field Scheduler shall coordinate practice fields and practice field lights through the PVR&PD Sports Supervisor to ensure appropriate reservations are in place for field and light use.
  - 4.18.3. Game Scheduler
    - 4.18.3.1. The Game Scheduler shall be responsible for scheduling games during the regular season, playoffs, and championship day.
    - 4.18.3.2. The Game Scheduler shall receive team numbers for coaches of multiple teams from the Directors of Players and shall make an effort to minimize overlapping game times for these coaches.
  - 4.18.4. Statistician
    - 4.18.4.1. The Statistician shall be responsible for maintaining standings for the Region.
    - 4.18.4.2. The Statistician shall update game standings and parent participation points for the competitive divisions on a weekly basis and post the standings on the website and at the fields on Saturday.
- 4.19. VIP Coordinator
  - 4.19.1. The VIP Program Coordinator, if any, shall serve as a liaison between the Regional Commissioner and the parents or guardians of children eligible to play in the Region's or Area's VIP program for special children with physical or mental disabilities or challenges.
  - 4.19.2. The VIP Program Coordinator's responsibilities shall include the supervision of the division of the VIP players into balanced teams, and the arranging and scheduling of practices and games for such VIP play.
- 4.20. Regional Referee Administrator (RRA) Staff
  - 4.20.1. Assistant RRA
    - 4.20.1.1. The Assistant RRA(s) shall assist the RRA in the recruitment, training and supervising of all Referees in the Region.

- 4.20.1.2. The Assistant RRA(s) shall be responsible for the scheduling of all Referees, Assistant Referees and Youth Referees using the Region's referee scheduling software.
- 4.20.1.3. When there is more than one Assistant RRA, the RRA shall designate an Executive Assistant RRA to serve as the acting RRA in the absence of the RRA.
- 4.20.2. Director of the Player Referee Organization (PRO) Program
  - 4.20.2.1. The Director of the PRO Program shall be responsible for the recruitment, retention, training, and supervising of all Youth Referees in the Region.
  - 4.20.2.2. The Director of the PRO Program shall recommend to the RRA those Youth Referees whose skill level merits consideration for badge upgrade training.
  - 4.20.2.3. The Director of the PRO Program shall recommend Youth Referees for summer referee camps.
- 4.20.3. Director of Referee Assessment
  - 4.20.3.1. The Director of Referee Assessment shall be responsible for the assessment and mentoring of all Referees.
  - 4.20.3.2. The minimum requirements for this position shall be Intermediate Referee and successful completion of the Referee Assessor course.
- 4.20.4. Director of Referee Instruction
  - 4.20.4.1. The Director of Referee Instruction shall arrange for and/or facilitate training programs where needed, register such programs with the NSTC and disseminate information about such programs to all referee candidates.
  - 4.20.4.2. The Director of Referee Instruction shall ensure the timely and accurate recording of completion of referee training courses administered by the Region.
- 4.21. Regional Designated Officials
  - 4.21.1. The Coach
    - 4.21.1.1. The Coach shall be responsible for providing guidance and instructional training to the assigned team and conduct practices in accordance with Regional Policies and Procedures.
    - 4.21.1.2. The Coach must be at least 18 years of age.
    - 4.21.1.3. The Coach shall have an e-signed copy of each player's registration form at all team functions.
    - 4.21.1.4. The Coach shall be responsible for player safety and shall inspect the practice field before each practice for dangerous conditions.
    - 4.21.1.5. Two Adults at all events - It is recommended that the Coach shall ensure that at least two adults, including the coach, one of the same

gender as the players, are present at all team functions. Each adult must be over 18, and should be registered as a volunteer, safe haven trained, and concussion trained.

- 4.21.1.6. The Coach shall complete the lineup card, make substitutions in accordance with Regional Policies and Procedures, and be responsible for the behavior of the sideline during and immediately before and after games.
- 4.21.1.7. In the 8U and older divisions, the Coach shall provide a completed Player Evaluation Form to the Division Coordinator at least seven days prior to the division's Ratings Meeting.
- 4.21.1.8. The Coach shall not coach more than one team in a season unless authorized by the RCA and RC.
- 4.21.1.9. The Coach shall be a registered volunteer each year in the Region, Safe Haven certified, and CDC Concussion Awareness Trained, and age-appropriate trained as a coach.
- 4.21.1.10. The Coach shall not receive their team roster until they have completed volunteer registration.
- 4.21.1.11. 6U, 7U and 8U teams shall not receive their uniforms until the Coach, Assistant Coach, Team Manger and Referee have cleared volunteer registration.
- 4.21.1.12. 10U – 16/19U teams shall not receive their uniforms until the Coach, Assistant Coach, and Team Manger have cleared volunteer registration.
- 4.21.2. Assistant Coach
  - 4.21.2.1. The Assistant Coach shall assist the Coach in carrying out the coaching and management requirements of the team.
  - 4.21.2.2. The Coach shall select the Assistant Coach after the players have been assigned to the team.
  - 4.21.2.3. The Assistant Coach must be at least 18 years of age.
  - 4.21.2.4. The Assistant Coach shall assume the responsibilities of the Coach in the Coach's absence, including having signed copies of each player's registration form at all team functions.
  - 4.21.2.5. The Assistant Coach shall be a registered volunteer in the Region, Safe Haven certified, CDC Concussion Awareness Trained, and age-appropriate trained.
- 4.21.3. Team Manger
  - 4.21.3.1. The Team Manger shall assist the Coach by organizing the parents in the following duties: coordinating parent participation assignments, scheduling snacks, ordering the banner, disseminating information, and any other duties deemed necessary by the Coach.

- 4.21.3.2. The Team Parent shall be a registered volunteer in the Region, Safe Haven certified, and CDC Concussion Awareness Trained,
- 4.21.3.3. The Team Manager must be at least 18 years of age.
- 4.21.4. Referee
  - 4.21.4.1. The Referee shall be part of the IFAB-approved (“diagonal”) system of officiating games consisting of a Referee and two Assistant Referees.
  - 4.21.4.2. Referee, Assistant Referee and Youth Referee shall be a registered volunteer in the Region, CDC Concussion Awareness Trained, Safe Haven certified, and have the appropriate training/experience to referee a given game. The Regional Referee Administrator shall determine if a referee has the appropriate training and experience to referee a given game.
  - 4.21.4.3. The Referee shall assume “full charge” of games they are officiating the moment they enter the designated field of play.
  - 4.21.4.4. The Referee shall have authority over players, coaches, other officials, spectators, and any other person or element affecting the game.
  - 4.21.4.5. The Referee shall have the authority to caution or send off players, substitutes.
  - 4.21.4.6. The Referee shall have the authority to expel coaches according to the Laws of the Game. Should the referee determine that a spectator should be removed from the game, the referee shall direct the coach to have the spectator leave the game. The referee can suspend the game until the spectator leaves. If the spectator does not leave the area within a reasonable amount of time, the referee can terminate the match. The Board has the right to determine if the spectator needs to be part of a due process review.
  - 4.21.4.7. This authority shall extend after the game until all participants have exited the vicinity of the field.
  - 4.21.4.8. The Referee shall submit an Incident Report to the RRA for any caution, send-off and/or expelling a coach. In the competitive divisions, a Referee shall not officiate a game in which a family member is a Playing Member without prior approval by the RRA.
  - 4.21.4.9. A Referee shall not coach or support a team while in uniform. A Referee is not in uniform if wearing a “civilian” shirt.
- 4.21.5. Assistant Referee
  - 4.21.5.1. The Assistant Referee shall be part of the IFAB-approved (“diagonal”) system of officiating games consisting of a Referee and two Assistant Referees.

- 4.21.5.2. In the competitive divisions, an Assistant Referee shall not officiate a game in which a family member is a Playing Member without prior approval by the RRA.
- 4.21.5.3. An Assistant Referee shall not coach or support a team while in uniform. An Assistant Referee is not in uniform if wearing a "civilian" shirt.
- 4.21.6. Youth Referee
  - 4.21.6.1. The Youth Referee shall be a Referee or Assistant Referee who is at least 12 years old and under the age of 18.
  - 4.21.6.2. A Youth Referee must have a medical release form signed by a parent or guardian in their possession any time they participate in a game. A Youth Referee must be older than the players in the game they are officiating.
  - 4.21.6.3. A Youth Referee must be a least 2 years older than the age of the player in which the Youth Referee is officiating or assisting the Referee.
- 5. Executive Board
  - 5.1.1. The Executive Board shall provide guidance to Regional Commissioner and the Regional Board regarding the business of the Region. The Executive Board shall discuss personnel issues and review motions/proposals intended to be proposed to the Regional board.
  - 5.1.2. The region shall have an executive comprised of the following positions:
  - 5.1.3. Regional Commissioner – Elected
  - 5.1.4. Treasurer – Elected
  - 5.1.5. Child & Volunteer Protection Advocate – Elected
  - 5.1.6. Safety Director – Elected
  - 5.1.7. Registrar – Elected
  - 5.1.8. Regional Referee Administrator – Elected
  - 5.1.9. Regional Coach Administrator – Elected
  - 5.1.10. Assistant Regional Commissioner(s) – Appointed
  - 5.1.11. Head Director of Players – Appointed
  - 5.1.12. Directors of Players – Appointed
  - 5.1.13. Any position appointed by the Regional Commissioner
  - 5.2. During the secondary season the following positions shall be part of the Executive Board.
    - 5.2.1. Spring League Director
    - 5.2.2. Tournament Director(s)
    - 5.2.3. Tournament Team Director
- 6. Program Information



- 6.1. Every player shall be entitled to play at least three-quarters of every game, except in the 5U, 6U and 16U/19U division. 5U and 6U players shall be entitled to play at least two-thirds of every game and 16U/19U players shall be entitled to play at least half of every game.
- 6.2. It is also the policy of the Region to have no player in the 10U, 12U and 14U divisions play more than two quarters per game as goalkeeper during the regular season. Goalkeeper restrictions shall be waived during pool play and on Championship Day.
- 6.3. The Regional Board may waive registration fees in whole or in part with respect to any participant if such a fee would create a hardship for such participant or his/her family.
- 6.4. Division Assignment
  - 6.4.1. Players shall be assigned to a division based upon their gender and age as of January 1 of the current year.
  - 6.4.2. A player whose age places them in the 5U, 6U or 7U divisions shall be allowed to play up one age division per parent request.
  - 6.4.3. A player whose age places them in the 8U, 10U or 14U divisions shall be allowed to play up one age division. This will only be honored if the child participates in a skills assessment.
  - 6.4.4. The region shall not allow players to play down in a lower age division.
  - 6.4.5. Any player with special needs shall play in the VIP program.
- 6.5. Game Policies
  - 6.5.1. The length of the season shall be ten (10) games plus a Championship Day in the 10U, 12U and 14U divisions unless the game schedule is modified because of an odd number of teams. Inclement weather or poor field conditions may necessitate from time to time the postponing or cancelling of games.
  - 6.5.2. Any such postponement or cancellation will be made by the RC, RRA or the Safety Director as early as practical before game time.
  - 6.5.3. Once the game begins, only the Referee in charge of the particular soccer field may suspend or cancel the game, except that the RC or designate may suspend or cancel games due to inclement weather or other conditions that may warrant such action.
  - 6.5.4. The highest standards of conduct and good sportsmanship must be maintained at all times by players, coaches, referees, spectators and all other participants.
  - 6.5.5. Offensive, insulting or abusive language is forbidden.
  - 6.5.6. The use of alcohol, tobacco products including chewing tobacco, or illegal drugs in the vicinity of the playing field during practices or games is strictly forbidden.

- 6.5.7. All players must wear the official uniform for all games.
- 6.5.8. All players must wear appropriate soccer clothing for all practices.
- 6.5.9. The use of shin guards is required at all practices and games.
- 6.5.10. Coaches are expected to be positive and set the best possible example for the players and spectators.
- 6.5.11. Excessive coaching from the sidelines shall not be permitted, and the function of the coach shall be to provide encouragement and a positive direction.
- 6.5.12. The coach may enter the field of play only with the consent of the referee and may coach only within the technical area which is the length of the center circle.
- 6.5.13. Spectators at games must provide adequate space for the Assistant Referees to perform their duties (three yards from sideline if space between fields allow) and between the penalty areas.
- 6.5.14. Spectators are expected at all times to act positively around players and to demonstrate respect for opponents, officials, and all other volunteers.
- 6.6. Referee Policies**
- 6.6.1. Under no circumstances should spectators attempt to coach or address derogatory remarks to players, coaches or referees.
- 6.6.2. At the end of the game, the players on each team shall line up and shake hands with the players of the opposing team and thank the Referee and Assistant Referees.
- 6.6.3. The Referee shall have the power and authority to caution and send off players.
- 6.6.4. The Referee shall also have the authority to warn and send off coaches if their conduct violates the Laws of the Game and or this Policies and Protocols. The Referee shall not restart the match until the offending person leaves the vicinity playing area. If the offending person refuses to leave the playing area, the Referee shall suspend the match; final outcome of the game will be determined by the Executive Board.
- 6.6.5. Harassment of Referees shall not be tolerated. Any actions, verbal or otherwise, deemed as harassing behavior towards a Referee shall result in actions being taken against the offending individual
- 6.6.6. Harassment of Youth Referee shall not be allowed. Coaches and spectators shall not instruct and/or critique a Youth Referee. Any conduct that is deemed to be harassment (as determined by the referee, the assistant referees, any regional board member or member of the referee staff) of a youth referee by any coach may result in the expelling of the coach without any warning. Any conduct that is deemed to be harassment (as determined by the referee, the assistant referees, any regional board

member or member of the referee staff) of a youth referee by any spectator may result coach being directed to have the spectator leave the area of the game without any warning.

6.6.7. Should a coach have an issue with the referee they are instructed to get a member of the referee staff to observe the referee during the game in question so that the referee staff can advise the referee.

6.6.8. These actions may be taken whether the offense was brought to the attention of the Coach during the game (Caution or Send Off) or brought to the attention of the RRA after the completion of the game.

6.6.9. A player who is sent off for violation of the Laws of the Game shall be suspended for the duration of that game and shall not participate in the team's next scheduled game. A player who is cautioned or sent off may be subject to additional disciplinary action (e.g., parent conferences, additional game suspensions, expulsion) at the discretion of the three board members, preferable the RA, RRA and Coach Administrator upon thorough review of the incident.

6.6.10. A coach, assistant coach or spectator who is warned or sent from the field may also be subject to similar or additional disciplinary action at the discretion of the Executive Board upon thorough review of the incident.

6.6.11. Running up the Score

6.6.11.1. It is the policy of the Region that each team shall try to avoid a "run-up", that is, winning by more than five goals. Although scores are not kept in non-competitive divisions, similar actions shall be taken by the coach if the game is being dominated by one team.

6.6.11.2. Each coach shall be responsible to see that this does not occur by proper coaching, player substitutions, player assignments, and other positive means.

6.6.11.3. Disregard of this policy will result in observation by the Director of Players, RCA, RRA, ARC or RC who shall have the authority to recommend due process if the persistent disregard for the policy continues.

6.7. Game Protests. ***No protest of games shall be permitted.***

6.7.1. However, a Coach may file with the RRA a written report of any misapplication of the Laws of the Game by a Referee.

6.7.2. This procedure shall not be used as a means of complaining about or criticizing any judgment call of a Referee or Assistant Referee.

6.7.3. If, after investigation by the Referee Staff, it is found that a Law was misapplied, such Referee shall be so informed in order to ensure that no further misapplication occurs.

6.7.4. Incident Reports

- 6.7.5. Any person may submit a written incident report, regarding the statements or actions of anyone interacting, in a negative way, with the AYSO program.
- 6.7.6. The report shall be as specific as possible and shall be signed and dated, with the reporter's phone number indicated.
- 6.7.7. The report shall be submitted to the Safety Director (SD).
- 6.8. Championship Day
  - 6.8.1. The playoff format shall consist of pool play followed by single elimination play on Championship Day.
  - 6.8.2. The composition of playoff pools will be determined based on the number of teams in a division.
  - 6.8.3. If all of a team's adult leadership, the coach, assistant coach, team manager, and referee(s), are not registered, Safe Haven Certified trained, and CDC Concussion Certified trained, that team will be ineligible to participate in Championship Day. If the Coach and Assistant Coach have not completed the proper coach training for their division, that team will be ineligible to participate in Championship Day. The Regional Commissioner or Regional Board may make exceptions to the coach training if there is good cause for the lack of training.
  - 6.8.4. Pool Play Point System – Points during pool play
    - 6.8.4.1. Win 6 pts
    - 6.8.4.2. Tie 3 pts
    - 6.8.4.3. Loss 0 pts
    - 6.8.4.4. Goals Scored 1 pt per goal (max 3 per match)
    - 6.8.4.5. Red Card -2 point for each red card
  - 6.8.5. It is the policy of the Region that each team shall try to avoid a "run-up", that is, winning by more than five goals. Disregard of this policy may result in a post-game Caution (1 pt deduction).
- 6.9. Tie Breaker for Seeding for Pool Play
  - 6.9.1. Fewest goals allowed in regular play
  - 6.9.2. Most goals scored in regular play (maximum 5 goals more than opponents score per game)
  - 6.9.3. Head-to-Head competition in regular play (added)
  - 6.9.4. Coin toss
- 6.10. Tiebreaker Criteria to Advance to Championship Day
  - 6.10.1. Head-to-Head competition in pool play and Championship Day
  - 6.10.2. Head-to-Head competition in pool play
  - 6.10.3. Most wins in pool play
  - 6.10.4. Most ties in pool play
  - 6.10.5. Fewest goals allowed in pool play

- 6.10.6. Most goals scored in pool play (maximum 5 goals more than opponents score per game)
- 6.10.7. Fewest goals allowed in regular play
- 6.10.8. Most goals scored in regular play (maximum 5 goals more than opponents score per game)
- 6.10.9. Head-to-Head competition in regular play
- 6.10.10. Head-to-Head competition in regular play
- 6.10.11. Coin toss
- 6.11. Championship Day Format
  - 6.11.1. Team will advance and be seeded for Championship Day based on pool play standing.
  - 6.11.2. First-place teams in each pool, plus the number of "wild card" teams needed to complete the bracket shall advance, assuming the team meets the minimum Parent Participation level.
  - 6.11.3. If the first-place team in a pool does not meet this level, the spot becomes a "wild card" spot. Tiebreaker Criteria above will be used as necessary for seeding.
- 7. Tiebreaker Criteria to Advance to Area Playoff
  - 7.1. Attending Area playoff is by invitation by the Area Director and is not a right given to a team because they won on Championship Day. Regional Commissioner may deny a team entry into Area Playoffs based on good cause.
  - 7.2. If there are more Championship Day Champion Teams than invitations to the Area Playoff in that division, the following criteria shall be used to determine which teams goes to Area Playoffs.
    - 7.2.1. Most wins in pool play and Championship Day
    - 7.2.2. Most ties in pool play and Championship Day
    - 7.2.3. Fewest goals allowed in pool play and Championship Day
    - 7.2.4. Coin toss
- 8. Parent Participation Requirements
  - 8.1. Overview of Parent Participation Points.
    - 8.1.1. The amount of parent participation points earned each season shall be posted prior to the start of the first game of the season.
    - 8.1.2. The Regional Board or the Regional Commissioner also has the right to modify the Parent Participation Requirements or an individual teams requirements at any time during the season if the Regional Board or the Regional Commissioner finds good cause to do so.
    - 8.1.3. As an all-volunteer organization with over 2,500 playing members, Region 68 depends on every family participating in some manner and to some level.

Each family that has a player in the region shall be expected to volunteer a minimal amount of time to help the region operate.

- 8.1.4. Board members, coaches, assistant coaches, referees, and team managers donate many hours to the program. Parents who do not participate in one of these capacities are depended upon to donate 2-3 hours to the program for each child registered.
- 8.2. Job descriptions which earn Parent Participation Points are provided in the following paragraphs.
- 8.3. Points earned by Refereeing Games
  - 8.3.1. The Referee Administrator has the authority to make exception to Parent Participation Points earned through refereeing games.
  - 8.3.2. Teams in competitive divisions are awarded one (1) Parent Participation Point for completing a referee position (Referee or Assistant Referee) for a 10U to 14U game.
  - 8.3.3. Teams in competitive divisions are awarded two (2) Parent Participation Point for completing a referee position (Referee or Assistant Referee) for a U16/19 game.
  - 8.3.4. A team may earn no more than two (2) per day by refereeing games. Extra or United teams may earn more depending on their game travel schedule if allowed by the Regional Referee Administrator or the Regional Commissioner on a case by case basis.
  - 8.3.5. At least 4 referee points must be earned during weeks 8, 9 and/or 10 of the Core Season.
  - 8.3.6. A team can only earn one Parent Participation Point by a youth referee per weekend.
  - 8.3.7. A referee must be trained, safe haven certified, CDC Concussion Awareness certified, and currently registered before earning Parent Participation Points. The Referee Administrator may allow points if a referee has reasonable issues with obtaining these criteria.
  - 8.3.8. It is the responsibility of the Coach, Team Manager, and/or the Referee to make sure the team receives proper credit for games refereed, not the referee staff.
  - 8.3.9. Refereeing 8U, 7U and 6U games will not count as a parent participation points.
  - 8.3.10. Any member of the referee staff who works a morning or afternoon shift at the referee tent can earn a point for a team in which they are the assigned referee.
- 8.4. Other ways to earn Parent Participation points. Teams in competitive divisions (10U – 19U) are awarded Parent Participation points for completing their team's assignments only on the assigned days.

- 8.4.1. **Equipment Distribution** – Volunteer helps distribute painters, goals, nets, corner flags and other miscellaneous equipment from storage containers to all fields. A golf cart and trailer is used to assist. Shift starts one hour before first game time of day and lasts about 45 minutes. Job requires the volunteer to be able to lift 40 lbs.
- 8.4.2. **Equipment Pick-up** – Volunteer helps pick up goals, nets, and corner flags from all fields and put them back into storage containers. A golf cart and trailer is used to assist. Shift starts after the last game of day is played and lasts about 45 minutes. Job requires the volunteer to be able to lift 40 lbs.
- 8.4.3. **Field Work Day** – A 3- to 4-hour shift on a Saturday before Labor Day. Volunteer helps measure and layout fields, paint lines, and sort through and set up goals.
- 8.4.4. **Set Up Playground Program (5U)**: One team to help set up the Playground Program each week 2 points per week.
- 8.4.5. **Field Monitor** – A 2-hour shift on Saturday. Job requires the volunteer to monitor 4-5 fields from a central location and radio in requirements to the Information Booth. This will involve walking the fields.
- 8.4.6. **Competitive and Non- Competitive Information Booths**. A 2-hour shift on Saturday at an information booth.
- 8.4.7. **Board Member**: If you are a member of the Regional Board (voting or non-voting) you earn a point per season that can be awarded to a team in which you have a family member playing. These are not transferable.
- 8.4.8. **Other Jobs**: The regional board, executive committee or Regional Commissioner may create and assign additional jobs to teams during the season.

8.5. Parent Participation Points Requirements

- 8.5.1. Should a team believe there is a discrepancy in PP points then the discrepancy are to be resolved with the Statistician within three weeks of the assignment date.
- 8.5.2. Non-Competitive teams must achieve one Parent Participation point to be eligible for season end awards.

9. Awards

- 9.1. Players in the non-competitive divisions may be given participation awards (trophies or medals as determined by the Regional Board), so long as the team fulfills its parent participation requirements.
- 9.2. Players and coaches of competitive teams participating on Championship Day shall receive trophies or medals indicating their final playoff position.
- 9.3. Special awards for players in the U19 division, coaches, and volunteer families

9.4. The following awards are presented at the end of season Player recognition ceremony:

9.4.1. Sharon Waite Award: Given in memory of Sharon Waite, mother and AYSO soccer volunteer. This award is given to a 17- or 18-year-old girl who has demonstrated the AYSO philosophies of good sportsmanship, positive attitude and fair play.

9.4.2. George Grub Award: Given in memory of George Grub, father and supporter of AYSO soccer. This award is given to a 17- or 18-year-old boy who has demonstrated the AYSO philosophies of good sportsmanship, positive attitude and fair play.

9.4.3. AYSO Most Valuable Player: Given to all AYSO high school seniors with 10 or more years of AYSO playing experience

9.5. The following awards are presented at the end of season volunteer recognition ceremony

9.5.1. Ed Pike Award: Given in memory of Ed Pike, former RC and coach. This award is given to a coach with at least 10 years of experience who has exhibited the AYSO philosophies in an exemplary manner.

9.5.2. Ken Aston Award: Given in memory of Ken Aston, a Referee and supporter of AYSO soccer. This award is given to a Referee who has exhibited the AYSO philosophies in an exemplary manner and has made lasting contributions to R68.

9.5.3. Ramon Padron / Steve Arthur Award: Given in memory of Ramon Padron, a coach and supporter of AYSO soccer and Steve Arthur a coach, referee and support of AYSO. This award is given to a volunteer family that represents the AYSO spirit of giving

9.5.4. David Winters Award: Given in memory of David Winters, a coach and supporter of AYSO soccer. This award is given to a volunteer that represents the AYSO spirit of giving.

## 10. Secondary Season

### 10.1. Postseason Competition (Competitive Divisions)

10.1.1. Postseason competition is defined as an extension of the fall season for League Championship teams and All-star teams participating in Area W, Section 10, and Tri-Section playoffs.

10.1.2. The season ends for a postseason team when the team is eliminated from AYSO postseason playoffs.

10.1.3. The Region shall pay the entry fees associated with postseason teams playing in the Area W, Section 10, and Tri-Section playoffs.

10.1.4. Postseason teams may choose to compete in other tournaments, but they will be expected by the Region to manage monies and recruit



Referees for these tournaments in compliance with "Tournament Team Operating Policy".

- 10.1.5. Players who choose not to compete in these tournaments shall not be excluded from consideration for postseason teams.
  - 10.1.6. League Championship teams may not add a player to or replace a player from their regular season roster.
  - 10.1.7. Postseason teams shall also abide by the tournament rules associated with each AYSO advancement tournament.
  - 10.1.8. The number of teams competing in postseason play shall be determined by Area W based on the number of Region 68 players registered in a division.
  - 10.1.9. If a player is a member of both a League Championship team and an All-star team or Tournament Team, the player's commitment to the League Championship team shall take preference at all times.
  - 10.1.10. If a player is a member of both an All-star team and a Tournament Team, the player's commitment to the All-star team shall take precedence at all times.
  - 10.1.11. A player who receives a Red card or two Yellow cards during postseason play may be removed from further postseason participation by vote of the Executive Board.
  - 10.1.12. A coach or parent who ejected from a game during postseason play may be removed from further postseason participation by vote of the Executive Board.
  - 10.1.13.
- 10.2. All-star Competition
- 10.2.1. The number of All-Star teams shall be determined by Area W based on the number of Region 68 players registered in a division and what Region 68 is able to supply based on the competitive skills of the players.
  - 10.2.2. The number of players on an All-star team shall be nine (9) in 10U, twelve (12) in 12U and fourteen (14) in 14U.
  - 10.2.3. Playing time and replacement of players shall be determined by the tournament rules associated with each AYSO advancement tournament
  - 10.2.4. To be eligible for All-star consideration, a player must participate in at least  $\frac{3}{4}$  of their league team's games, except for games missed due to illness or injury and documented by a note from a physician.
  - 10.2.5. If a player plays "up" a division in the primary season, that player must play "up" during All-star play.
  - 10.2.6. Selection to the All-star team will be determined by the All-star Coach via recommendations from League coaches and observation during the primary season.

- 10.2.7. If more than one All-Star team is required in a division, a draft shall be held with the appointed coaches and the Director of Players - Competitive.
- 10.3. Tournament Team Competition
- 10.3.1. Prior to the start of pool play competition, the Executive Committee shall determine the number of tournament teams that can be supported by the Region and the number of teams per division and age group.
- 10.3.2. Tournament team competition provides an affordable, year-round soccer opportunity. Tournament teams are "select" teams; that is, the coach can select any player who participated in at least 50% of the games in their division in the primary season.
- 10.3.3. As such, the level of play is higher than in the AYSO primary season, often as high as or higher than the All-star level.
- 10.3.4. Tournament teams recruit players, manage finances, and schedule activities individually.
- 10.3.5. It will be a requirement for the team to have a good management team in place that is familiar with the Tournament Team Policies.
- 10.3.6. If a registered player is unable to participate in primary season play due to a medical condition, verified with a doctor's note, they may be eligible for tournament team play with a release to participate in athletics.
- 10.3.7. All Star / Tournament Coach Selection Process
- 10.3.7.1. Any coach wishing to coach in All-Star or Tournament Play must submit an application to the Tournament Teams Director no later than October 1.
- 10.3.7.2. To be eligible to coach or assistant coach an All-star or Tournament team, a coach must be currently registered, Safe Haven and CDC Concussion Awareness Training certified, and have age-appropriate training.
- 10.3.7.3. A coach who has received a sendoff during the primary season must be approved by the RC, RCA and RRA before they can be considered for selection as an All-star coach.
- 10.3.7.4. Coaches shall be selected based on a range of criteria
- 10.3.7.5. Be a current registered volunteer
- 10.3.7.6. Be an age specific trained coach as specified in our Region Policies and Procedures
- 10.3.7.7. Be certified Safe Haven Certified
- 10.3.7.8. Be CDC Concussion Training certified
- 10.3.7.9. Be in good standing with the Region by demonstrating competency in coaching skills and team management

- 10.3.7.10. Be considered by the Tournament Teams Support Staff and Executive Committee and be approved by the Regional board
  - 10.3.7.11. Returning coaches must re-apply and will be evaluated each membership year
  - 10.3.7.12. Being an active participant in the Region's standard primary program as the Region determines adequate may be a consideration if coaches meet all the requirements above.
- 10.4. Spring League
- 10.4.1. Spring League is a secondary season program conducted on Sundays in February, March and April.
  - 10.4.2. Spring League shall follow the same format as the regular season with the following exceptions: the Region shall only provide a Spring League tee shirt and socks, all divisions shall be noncompetitive (no standings kept), practices shall be limited to one hour to one and one half hours per week, and age divisions may be combined or not offered as determined by the Regional Board.
  - 10.4.3. Spring League shall have a separate registration fee determined by the Regional Board. Spring League is an optional program that shall only be offered if there are enough volunteers to staff the program.
- 10.5. Very Important Player (VIP) Program
- 10.5.1. The Very Important Player (VIP) Program provides a quality soccer experience for children and adults whose physical or mental disabilities make it difficult for them to successfully participate on mainstream teams. VIP teams may include players who are blind or visually impaired, amputees or with conditions that impair mobility, mentally or emotionally challenged, autistic, Down syndrome, cerebral palsy, and any other condition that makes playing on a VIP team best for the player.
  - 10.5.2. Depending on the number of registered VIP players, their gender, and age, teams may be coed, gender-based, or age-based.
  - 10.5.3. The size of the playing field and length of game shall be determined by the age and number of players.
  - 10.5.4. Score shall not be kept and every effort shall be made so that every player has the opportunity to score in every game.
  - 10.5.5. Facilities
  - 10.5.6. It shall be the responsibility of both teams for the first game each day to set up the goalposts and nets and both teams for the last game of each day to take down the goalposts and nets.
  - 10.5.7. Each field shall be lined under the direction of the Field Director on Saturday morning or Friday afternoon.
  - 10.5.8. Each Coach shall be provided with a first aid kit.

- 10.5.9. No trash should be left at the facility except in designated containers.
- 10.5.10. Parking shall be limited to designated areas at the fields.
- 10.5.11. For safety reasons, no pets shall be allowed at the facility while games or practice sessions are in progress.

11. **Golf Cart Safety:** Golf carts make it easier for youth sports volunteers to perform a multitude of tasks. Along with this responsibility, the safe use of these vehicles is important for any volunteer operating them. Please ensure the following:

- 11.1. To be covered by AYSO insurance, all drivers must be 18 years of age with a valid driver's license and be insured. All drivers must be approved to drive by the Regional Commissioner, Field Director or their delegates.
- 11.2. All drivers must be instructed on the risks associated with operation on athletic fields and on how to properly store/secure the vehicles when not in use. Notably, when not in use, golf cart keys must not be left in the ignition and the parking break must be activated.
- 11.3. The vehicles must not be used to carry more people than their carrying capacity. Each person must be sitting in a seat.
- 11.4. All drivers must also understand the importance of maintaining a slow speed when operating the vehicles around soccer fields filled with players, parents and spectators.

12. **Common Sense Emergency Plan**

- 12.1. **AYSO Volunteers:** Emergencies and natural disasters can and do happen, and predicting their nature, form and timing is challenging, if not unattainable. Upon report of an emergency or natural disaster, specific directions will generally not be immediately available from police. Soccer field occupants will need to use common sense and decide what action to take on their own depending on their proximity to the threat and their own comfort level. At all times, it is imperative to remain vigilant and, when necessary, reduce or eliminate hazards and emergencies on the soccer field. Consider creating a portable emergency kit customized to meet your family's needs including essential medications, a First Aid kit, food, water and any other items that may be helpful. When families are prepared and use common sense, the fear and loss that accompany emergencies and disasters are greatly reduced.
- 12.2. **Activation of Common-Sense Emergency Plan**
  - 12.2.1. Call 911 and/or notify an AYSO staff member (normally in red AYSO shirts).
  - 12.2.2. Assess the situation using all available information. If an AIR HORN is sounded it means lightning or other danger may be imminent.
  - 12.2.3. Decide whether to shelter in place or evacuate.
  - 12.2.4. If lightening occurs, you should seek shelter.
  - 12.2.5. SAFER AREAS are inside fully enclosed vehicles and buildings.

- 12.2.6. **UNSAFE AREAS** are in open areas like fields or parking lots, anywhere near metal objects such as flagpoles and soccer goals, and under trees.
- 12.2.7. If there is an active shooter, major protest or other large-scale event, the field will be evacuated and remain closed until the police declare the area is safe.
- 12.2.8. Remain vigilant—Help keep the children safe and calm and gather additional facts about the emergency if you are able.
- 12.2.9. Once guidance is provided by emergency personnel be sure to cooperate to enhance the response and recovery processes in place.

### Rules of Play - Summary

Division	6U	7U	8U
Number of Players on Team	6	8	8
Number of Players on Field*	4 v 4	6 v 6	6 v 6
Goal Keeper	No Keeper All Season		
Field Size	5U: 60 ft by 84 ft 6U: 70 ft by 100 ft	75 ft by 150 ft (or 84 ft by 174ft)	84 ft by 174 ft
Goal Size	4' x 8'	5 ft by 10ft (or 4'x 8')	5 ft by 10ft (or 4'x 8')
Game Length	30 minutes (Six 5 minute periods)	40 minutes (4 quarters)	40 minutes (4 quarters)
Ball Size	3		
Field Markings	Half line 5 yd radius center circle 5 yd by 10 yd goal area No penalty area 1 yd corner arc No penalty arc No penalty spot	Half line 6 yd radius center circle 6 yd by 12 yd goal area 12 yd line, width of field 1 yd corner arc No penalty arc No penalty spot	Half line 7 yd radius center circle 6 yd by 12 yd goal area 12 yd by 24 yd penalty area 1 yd corner arc No penalty arc No penalty spot
Start of Play	No change except 5 yds away	No change except 6 yds away	No change except 7 yds away
Ball In & Out of Play	No change from normal IFAB rules		
Method of Scoring	No change from normal IFAB rules		

Division	6U	7U	8U
Off side	No offside called		
Fouls & Misconduct	Referee explain ALL infractions		
Free Kicks	All are Direct, opponents 5 yds away. Attacking team takes kick from outside Defending team goal area.	All are Direct, opponents 6 yds away. Attacking team takes kick from outside Defending team goal area.	All are Direct, opponents 7 yds away. Attacking team takes kick from outside Defending team goal area.
Penalty Kicks	No penalty kicks		
Throw In	If bad first, Ref explain & re-do. If second bad, just play.	If bad, Referee explain, and re-do.	
Goal Kick	Taken inside goal area, opponents 5 yds away	Taken inside goal area, opponents beyond 12 yd line	No change from normal
Corner Kick	No change, opponents 5 yds away	No change, opponents 6 yds away	No change, opponents 7 yds away

Division	10U	12U	14U	U16/19
Number of Players on Team	9	12	14	18
Number of Players on Field*	7 v 7	9 v 9	11 v 11	11 v 11
Goal Keeper	Yes, all season Regular Season: Half Game Maximum Pool Play: Full Game Allowed			Yes
Field Size	120 ft by 240 ft	150 ft by 275 ft	210 ft by 330 ft	210 ft by 330 ft
Goal Size	7 ft by 7 yds	8 ft by 8 yds		
Game Length	48 minutes	60 minutes	70 minutes	80 minutes
Substitution	Approximately midway through each half and at halftime.			Free substitution per Laws of the Game
Minimum Playing Time	3 quarters			35 minutes
Ball Size	4		5	

Division	10U	12U	14U	U16/19
Field Markings	Half line 8 yd radius center circle 6 X 15 yd goal area 14 X 36 yd penalty area 1 yd corner arc 8 yd penalty arc 10 yd penalty spot	Half line 10 yd radius center circle 6 X 20 yd goal area 18 X 44 yd penalty area 1 yd corner arc 10 yd penalty arc 12 yd penalty spot		
Start of Play	IFAB rules, except 8 yds away	No change from normal IFAB rules		
Ball In & Out of Play	No change from normal IFAB rules			
Method of Scoring	No change from normal IFAB rules			
Off side	No change from normal IFAB rules			

Fouls & Misconduct	No change from normal except referees should work with coaches to eliminate need for cautions & send-offs. No cards (red, yellow) will be shown.	No change from normal except referees should work with coaches to allow a player to be substituted after receiving a caution if coach believes this is best for the player.		
Free Kicks	IFAB rules, except 8 yds away	No change from normal IFAB rules		
Penalty Kicks	No change from normal IFAB rules			
Throw In	No change from normal IFAB rules			
Goal Kick	No change from normal IFAB rules			
Corner Kick	IFAB rules, except 8 yds away	No change from normal IFAB rules		

## Addendum A: Voting rights of Board Members

1. Regional Board Positions – Voting
  - 1.1. Regional Commissioner
  - 1.2. Safety Director
  - 1.3. CVPA
  - 1.4. Treasurer
  - 1.5. Registrar
  - 1.6. Referee Administrator
  - 1.7. Assistant Referee Administrator
  - 1.8. Director referee instruction
  - 1.9. Director referee assessment
    - 1.10. Referee Scheduler
    - 1.11. Coach Administrator
    - 1.12. Assistant Coach Administrator
    - 1.13. Game coordinator
    - 1.14. Practice coordinator
    - 1.15. Rating coordinator
    - 1.16. Executive ARC
    - 1.17. Assistant Regional Commissioner(s)
    - 1.18. Head Director of Players
    - 1.19. Director of Players - Boys Competitive
    - 1.20. Director of Players - Girls Competitive
    - 1.21. Director of Players – Boys Non-Competitive
    - 1.22. Director of Players – Girls Non-Competitive
    - 1.23. Head Team manager
    - 1.24. Field Director
    - 1.25. VIP Director
    - 1.26. Webmaster
    - 1.27. CSC Tournament Director
    - 1.28. CC Tournament Director
    - 1.29. Spring Director
    - 1.30. Challenge Program Coordinator
    - 1.31. Extra Program Coordinator
    - 1.32. Tournament Team Director
    - 1.33. 5U Director
    - 1.34. Division Coordinator B6U
    - 1.35. Division Coordinator B7U
    - 1.36. Division Coordinator B8U
    - 1.37. Division Coordinators B10U
    - 1.38. Division Coordinator B12U



- 1.39. Division Coordinator B14U
- 1.40. Division Coordinator B19U
- 1.41. Division Coordinator G6U
- 1.42. Division Coordinator G7U
- 1.43. Division Coordinator G8U
- 1.44. Division Coordinators G10U
- 1.45. Division Coordinator G12U
- 1.46. Division Coordinator G14U
- 1.47. Division Coordinator G19U
- 2. Regional Board Positions – Non-Voting
  - 2.1. Secretary
  - 2.2. Uniform Director
  - 2.3. Awards Director
  - 2.4. CSC Registrar
  - 2.5. CC Registrar
  - 2.6. Management administrator
  - 2.7. Assistant treasurer
  - 2.8. Referee coordinator
  - 2.9. Statistician
  - 2.10. Auditor
  - 2.11. Game coordinator
  - 2.12. Practice coordinator
  - 2.13. Information
  - 2.14. PVRPD liaison

## Addendum B: Additional Regional Policies and Procedures

1. Fee Schedule (2019) Fall
  - 1.1. Regular Fee (5U thru 19U) \$ 135 (first child in family)
  - 1.2. Family Discount \$ 125 (second child in family)
  - 1.3. Family Discount \$ 115 (third child in family)
  - 1.4. Family Discount \$ 105 (fourth child in family)
  - 1.5. Family Discount No cost for any additional children
  - 1.6. Active Military Families \$ 125 (first child in family)
  - 1.7. Active Military Families \$ 115(second child in family)
  - 1.8. Active Military Families \$ 105 (third child in family)
  - 1.9. Active Military Families \$ 95 (fourth child in family)
  - 1.10. Active Military Families No cost for any additional children
  - 1.11. VIP Fee \$ 0
  - 1.12. Scholarship Program - Scholarship applications shall be reviewed and approved by the RC.
  - 1.13. Fall Refund Policy
    - 1.13.1. The refund amount shall be based on the date the request to withdraw from the program is received by the Registrar. Upon receipt of the withdrawn player's registration form, the Treasurer shall issue a refund. The AYSO National Fee cannot be refunded.
    - 1.13.2. Any player who withdraws from the program shall be entitled to a full refund less the National Fee if the request is received before August 1<sup>st</sup>.
    - 1.13.3. Any player who withdraws from the program after August 1<sup>st</sup> and no later than the start of the second game of the season will receive 50% refund less the National Fee and must return their uniform to be eligible. No refund after second game of the season.
    - 1.13.4. Any player who withdraws due to permanent change of station (PCS) by a military family shall be entitled to a full refund less the National Fee regardless of when the request was received
  - 1.14. Spring Refund Policy - Any player who withdraws two weeks prior to the first day of scheduled games will receive a full refund, except for National Fee if paid. Any player who withdraws after two weeks prior to the first day of scheduled games but before the first day of scheduled games, shall receive a 50% refund except, for National Fee if paid.
2. Meetings
  - 2.1. The Regional Board shall fix, at its initial meeting each year ("annual meeting"), the time, date and place of each regular meeting of the Regional Board and send notice of such annual meeting to all participants in the program.
  - 2.2. It shall be the policy of the Region to hold at least one board meeting in each month. The Regional Board shall provide for the taking of minutes of the

proceedings at each meeting and make them available to the members of the Region.

- 2.3. All Regional Board meetings shall be open to all participating members unless the Regional Board determines that it is necessary to hold a private session.
- 2.4. The Regional Commissioner or 1/3 of the board members may call a special meeting of the Regional Board with three days' prior notice stating the purposes of such meeting, which notice may be given in writing (e-mail shall be acceptable), by telephone or in person.
- 2.5. No quorum of the voting board members are required for a vote. A vote shall be passed based on a majority of the voting board members present at the meeting at the time of the vote.
- 2.6. The Regional Board may make decisions that modify these Policies and Protocols. The Regional Board is not bound by these Policies and Protocols if the Regional Board deems a modification or exception of the Policies and Protocols is in the best interest of the Region.
- 2.7. Decisions between Board Meetings
  - 2.7.1. In the event that a decision on an issue is necessary between scheduled Regional Board meetings, the RC shall either call an Executive Board Meeting or poll the Executive Board or Regional Board by e-mail.
  - 2.7.2. The RC shall keep a written record of the poll.
  - 2.7.3. The decision reached by the Executive Board shall have the same effect as if it were voted on at a regular Board Meeting.
  - 2.7.4. Such decisions shall be reported to the Regional Board at the next scheduled meeting.

### 3. AYSO Region 68 Volunteer Reimbursement Policy

- 3.1. Volunteer expenses are funded by player fees and sponsor contributions.  
Please be prudent
- 3.2. Purpose:
  - 3.2.1. To provide American Youth Soccer Organization (AYSO) Region 68 volunteers with policy and procedural guidelines and limitations regarding business, travel and entertainment expense reporting and reimbursement, consistent with AYSO business practices, ethics policy and IRS guidelines.
  - 3.2.2. To provide volunteer management with the policy information necessary to properly review and approve volunteer business expenses as well as travel and entertainment expenses.
- 3.3. General Policy Provisions
  - 3.3.1. Volunteers are expected to adhere to these guidelines and exercise good overall judgment with respect to all expenditures.

- 3.3.2. All expenses are subject to approval of the Regional Commissioner (RC) and Regional Treasurer (RT). It is expected that volunteers get prior authorization or approval prior to spending their money to ensure that reimbursement will be issued from the Region.
- 3.3.3. Volunteers are encouraged to make travel arrangements through the most economical means possible.
- 3.3.4. If traveling to an AYSO-sponsored meeting (EXPO, Board Meeting, etc.), lodging arrangements should be made through the method determined by the Regional Commissioner or his/her designee. AYSO R68 standard policy does not allow for reimbursement of expenses for travel outside of an AYSO-sponsored event.
- 3.3.5. AYSO reserves the right to refuse reimbursement payment to volunteers, recover money previously reimbursed to volunteers, or recover money paid on behalf of volunteers for expense reports that are not in compliance with company policies and procedures.
- 3.3.6. If volunteers are traveling and expect to incur expenses that are not addressed within this policy, or require deviations from this policy, it is the volunteer's responsibility to obtain prior written approval for these exceptions from the National President or his/her designee.
- 3.3.7. No one is allowed to approve their own travel or expenses.
- 3.4. Accessibility: These policies and procedures are available to all volunteers posted on the website.
- 3.5. Compliance Monitoring and Reporting
  - 3.5.1. The Regional Auditor and Area Auditor will monitor compliance with the policies and procedures and will periodically provide exception reporting to the Regional Commissioner or his/her designee.
  - 3.5.2. Specific areas that will be monitored will include:
    - 3.5.2.1. Air, lodging, and rental car reservations that are outside of policy guidelines.
    - 3.5.3. Expenditures that are above stated policy dollar limits.
    - 3.5.4. Expense reports that have been submitted but not approved.
- 3.6. Entertainment: Region 68 standard policy does allow for reimbursement of entertainment expenses. If there is preauthorization or approval granted for entertainment, then the following statements apply:
- 3.7. Entertainment expenses are reimbursable when a business discussion includes or occurs during the expenditure. The person entertained must be an actual or potential business partner.
  - 3.7.1. A receipt must accompany all entertainment expenses.
  - 3.7.2. Entertainment expenses should not be extravagant or go beyond the bounds of good taste.

3.7.3. An explanation of the business purpose of the expenditure, as well as the company name and the names of all individuals present must be on the receipt and must be reported on the Expense Report.

3.7.4. The use of alcohol is not to be encouraged or sponsored by AYSO in entertaining its employees, representatives, customers or vendors.

**3.8. Expense Reporting**

**3.8.1. Expense Reimbursement Request Submission and Settlement**

3.8.1.1. An AYSO Expense Reimbursement Request through The AYSO expense reimbursement system must be submitted within 60 days of the date the expense was incurred. All expense reimbursement requests received by the Regional Treasurer more than 60 days after any business expense or travel event **MAY BE REJECTED AND THIS EXPENSE WILL BECOME THE RESPONSIBILITY OF THE VOLUNTEER.**

3.8.1.2. The request must be generated by the requesting party and all appropriate documentation must be attached. Lack of proper documentation and approval(s) may result in denial of reimbursement.

**3.8.2. For National Office Budget items: (not applicable)**

3.8.2.1. Reserved

**3.8.3. For Section/Area/Region Discretionary Budget:**

Volunteer Reimbursement Approval			
Region 68			
Volunteers	Required Approval		
Regional Volunteers	Regional Commissioner	AND	Regional Treasurer
Regional Commissioner	Area Director		Regional Treasurer

**3.8.4. Documentation**

3.8.4.1. "Documentation" is a receipt, or other form of evidence, which can be used to substantiate an expense and trace it to its source.

3.8.4.2. Regardless of the amount or form of payment, receipts are required for all expenditures, or reimbursement may be denied.

3.9. Travel: Any travel must be preapproved by the Regional Commissioner and be contained within the Region 68 approved budget. Any travel in addition to or above the budget should be approved by the Executive Board.

3.10. Air transportation: Unless otherwise authorized, all travelers must follow the following guidelines:

3.10.1. Reservations and Ticketing

- 3.10.2. Volunteers are required to make airline reservations at least 21 days in advance of departure whenever possible to take advantage of discounted fares.
- 3.10.3. Volunteers can purchase airfare and submit a reimbursement request.
- 3.10.4. Airfares
  - 3.10.4.1. Volunteers will be reimbursed for the price of "Coach" or "Economy" airfare only.
  - 3.10.4.2. Unless otherwise authorized, all travelers MUST use the lowest available Coach/Economy fares available within a 2-hour travel window, with the following stipulations:
  - 3.10.4.3. Travelers will be required to use connecting service if the roundtrip airfare results in \$250 or more in savings over non-stop service, and the layover or additional duration of the trip is less than 2 hours.
  - 3.10.4.4. Specific airlines or flights will be honored only if they provide the lowest available fare.
  - 3.10.4.5. Travelers may NOT refuse the lowest fares, or the use of preferred carriers for the purposes of:
    - 3.10.4.6. Accruing frequent flier mileage
    - 3.10.4.7. Obtaining upgrades to higher classes of service.
    - 3.10.4.8. Obtaining preferred seating arrangements
- 3.10.5. Hotel Expenses
  - 3.10.5.1. Reserved
  - 3.10.5.2. Travelers are expected to exercise good judgment when making hotel selections and request properties that are mid-priced or those that provide the best value to AYSO Region 68. Rooms may be booked directly.
  - 3.10.5.3. Staying at a particular property at a higher rate or one that will require the additional cost of a car rental so that the traveler can accrue or utilize frequent traveler points is strictly prohibited.
  - 3.10.5.4. Volunteers should always request the lowest applicable rate upon check-in.
- 3.10.6. Hotel Expenses Reimbursement
  - 3.10.6.1. A hotel document must be submitted with the volunteer's expense report, along with proof of payment.
  - 3.10.6.2. AYSO Region 68 standard policy is to reimburse only for the lodging expense, and no other expenses associated with the accommodations (parking, meals, etc)

- 3.10.6.3. Unless arrangements are made for the Region to pay for hotel directly, volunteers are required to pay upon checkout, and submit an expense form and documentation for reimbursement.
- 3.10.7. Reservations
  - 3.10.7.1. Reserved.
  - 3.10.7.2. Please be aware that if reservations are not properly cancelled, any associated fees/charges will be the responsibility of the traveler and will not be reimbursed.
  - 3.10.7.3. If a traveler chooses to stay with friends or relatives, gifts (including monetary) given in lieu of hotel charges are not reimbursable.
- 3.10.8. Hotel Room Rate Limitation
  - 3.10.8.1. The lowest rate available at time of booking will be reserved based on guidelines detailed under "General Policy" above. Any upgrade of room type or additional hotel room expense, other than that authorized by the policy, must be approved as an exception or paid for by the traveler.
  - 3.10.8.2. Refer to the "Schedule of Limits" for maximum reimbursement amounts for hotel.
- 3.10.9. Meals
  - 3.10.9.1. AYSO Region 68 will reimburse for a variety of meals such as: Volunteer recognition (Expo dinner, CSC dinner, referee dinner, etc.), volunteer trainings, and board or committee planning sessions. The Region does not reimburse for personal meals during travel.
    - 3.10.9.1.1. AYSO does not reimburse for mini-bar purchases.
    - 3.10.9.1.2. Receipts are required to document meal reimbursement.
    - 3.10.9.1.3. Any exception or deviation from these guidelines must be approved by the Regional Commissioner.
    - 3.10.9.1.4. Refer to the "Schedule of Limits" for maximum reimbursement amounts for meals.
  - 3.10.9.2. Gratuities: AYSO Region 68 will reimburse for gratuities on meals provided during volunteer recognition or other AYSO-sponsored events.
- 3.10.10. Ground Transportation: AYSO Region 68 does not reimburse for ground transportation.
- 3.10.11. Parking: AYSO Region 68 does not reimburse for parking.
- 3.10.12. Telephone and Internet: AYSO Region 68 does not reimburse for personal telephone and internet usage.
- 3.10.13. Awards, Trophies and Gifts:
  - 3.10.13.1. Awards, Trophies and Gift expenditures are typically approved within the AYSO Region 68 budget. These items are not subject to the discretionary funds Schedule of Limits.

- 3.10.13.2. Awards, Trophies and Gift expenditures are permissible from the Regional Commissioner discretionary funds (not included in the region budget) and are subject to the Schedule of Limits.
- 3.10.14. Reserved.
- 3.10.15. Gift cards as used in volunteer recognition is strongly discouraged. If you so choose to purchase cards, they may be issued in no more than the maximum outlined in the Schedule of Limits, and must be applied per the following protocol.
- 3.10.16. The following must be documented:
  - 3.10.16.1. Name of person receiving gift card
  - 3.10.16.2. Purpose (i.e.: referee party)
  - 3.10.16.3. Amount of the gift card
  - 3.10.16.4. Date distributed
- 3.11. Printing, Postage and Other Communication: These are recognized as necessary operating expenses.
- 3.12. Computer Equipment And Software: Computer equipment and software expenditures are subject to standard budget and approval requirements. Volunteers can be reimbursed for equipment purchases provided they were within the approved budget and prior approval is provided by the Regional Commissioner.
- 3.13. Non-reimbursable expenses include, but are not limited to, the following:
  - 3.13.1. Attendance of family of the participants at any meeting or program.
  - 3.13.2. Fees in connection with Region program operation or Region training events, including coach, referee or management are not reimbursable from the National Budget.
  - 3.13.3. Attendance of participants at Region meeting.
  - 3.13.4. Undocumented, unexplained, or unidentified expenses.
  - 3.13.5. Laundry or dry cleaning
  - 3.13.6. Traffic violations
  - 3.13.7. Personal reading material
  - 3.13.8. Barber or hairdresser
  - 3.13.9. Shoeshine expenses
  - 3.13.10. Personal telephone use or postage (see "Telephone" section for additional details)
  - 3.13.11. Theft or loss of personal or company funds
  - 3.13.12. Baby-sitting expenses
  - 3.13.13. Kennel expenses
  - 3.13.14. Health club expenses
  - 3.13.15. Clothing, toiletries, or personal articles
  - 3.13.16. Medications



- 3.13.17. In-room movie expenses or airplane headphones
- 3.13.18. Mini-bar expenses

<b>AYSO REGION 68 Regional Commissioner Discretionary Schedule of Limits 2019</b>	
<b>Travel</b>	
Meal per person	\$50.00
Nightly Hotel Rate	\$300.00
Roundtrip Flight	\$1000.00
<b>Awards and Gifts* (Per Item)</b>	
Awards and Trophies	\$50.00
Gift Cards**	\$50.00
*Further explanation in the Reimbursement Policy	
** Required protocols explained in Reimbursement Policy	
Discretionary Account covers operating expenses related to providing non budgeted expenses Expenses above these limits requires Executive Board Approval	

- 4. Duties and Responsibilities of Additional Regional Board Positions
  - 4.1. Regional Commissioner (RC) Additional Duties and Responsibilities
    - 4.1.1. Regional Commissioner shall serve a three year term.
  - 4.2. Assistant Regional Commissioner(s) (ARC)
    - 4.2.1. The ARC shall assist the RC and serve as the acting RC in the absence of the RC.
  - 4.3. Head Director of Players (HDOP)
    - 4.3.1. The Head Director of Players shall be responsible for the operation of the Core Competitive and Non-competitive programs. HDOP, with the Director of Players (DOP) for competitive and non-competitive programs, shall manage and assist the Division Coordinators for each division. The HDOP shall coordinate with the Registrar, CVAP and Regional Coach Administrator to coordinate the Fall Core Program.
  - 4.4. Director of Players (DOP)
    - 4.4.1. The Director of Players shall be responsible for the operation of the Competitive and Non-competitive programs.
    - 4.4.2. When required, the Director of Players shall adjust the divisional responsibilities so that a Division Coordinator is not responsible for a division in which a family member is a playing member. The Regional Board can vote to allow a Director of Players to be responsible for a division in which a family member is a Playing Member.

- 4.4.3. The Director of Players shall be responsible for team formation based on team balance.
  - 4.4.4. The Director of Players shall maintain team rosters
  - 4.4.5. The Director of Players shall work with the Registrar to place late registrations on teams, track players requesting refunds and maintain a player wait list.
  - 4.4.6. The Director of Players with the Coaching Staff shall schedule and conduct ratings meetings for the 8U and older divisions and provide the updated ratings to the Registrar for incorporation into the AYSO player database.
  - 4.4.7. The Director of Players shall disseminate information to the Division Coordinator of interest to the coaches.
  - 4.4.8. The Director of Players shall schedule and conduct ratings meetings for the appropriate divisions and provide the updated ratings to the Registrar for incorporation into the AYSO player database.
- 4.5. Division Coordinator
- 4.5.1. The Division Coordinator shall be responsible for the administration and operation of a division of play within the Region.
  - 4.5.2. The Division Coordinator shall recruit the coaches and provide guidance and support to the coaches. The Division Coordinator shall resolve minor problems, issues and disputes within the division and refer non-minor problems, issues, and disputes to the applicable Director of Players.
  - 4.5.3. The Division Coordinator shall assist the Director of Players to ensure all Coaches and Assistant Coaches are currently registered, Safe Haven certified, CDC Concussion Awareness Trained and has age-specific coach training.
  - 4.5.4. The Division Coordinator shall assist the Uniform Director in the distribution of uniforms to teams.
  - 4.5.5. In the applicable divisions, the Division Coordinator shall coordinate the collection of player ratings.
- 4.6. Secretary
- 4.6.1. The Secretary shall be responsible for taking minutes of all Regular and Executive Board meetings and posting them on our Regional website within 14 days after the meeting for approval at the next Regular Board meeting. Secretary shall not be a voting member of the Executive Board, but shall be a voting member of the Regional Board.
  - 4.6.2. The Secretary shall provide a copy of the minutes to the Area Director.
  - 4.6.3. The Secretary shall record changes to these Policies and Procedures when approved and maintain an accurate set of all such changes so a new edition of the Policies and Procedures may be published.

- 4.6.4. The Secretary shall maintain an archive of the Region's administrative documents, manuals, board meeting minutes, and other materials as requested by the RC.
- 4.7. EXTRA Program Coordinator (EPC)
- 4.7.1. The EPC shall be responsible for the operation of the EXTRA program.
- 4.7.2. The EXTRA divisions shall be U09 and older and shall be approved by the Region 68.
- 4.7.3. The EPC shall recruit and oversee the applicable EXTRA Coaches.
- 4.7.4. The EPC shall be responsible for team formation in accordance with the EXTRA program Policies and Procedures.
- 4.7.5. The EPC shall maintain team rosters in an approved spreadsheet and provide this information to the Executive Board.
- 4.7.6. The EPC shall work with the Registrar to register teams, track players requesting refunds and maintain a player wait list.
- 4.7.7. The EPC shall work with the CVPA to ensure all coaches and assistant coaches are currently registered, certified, and have age-specific training.
- 4.7.8. The EPC shall disseminate information to the EXTRA coaches.
- 4.7.9. The EPC shall schedule and conduct skill assessment sessions for the players.
- 4.7.10. The EPC shall hold ratings meetings for the EXTRA players.
- 4.8. Regional Auditor
- 4.8.1. The Regional Auditor shall be responsible for auditing the books and records quarterly.
- 4.8.2. The Regional Auditor shall not have signature authority nor reside at the same residence as someone who has signature authority.
- 4.9. Equipment Director
- 4.9.1. The Equipment Director shall be responsible for the purchasing and distribution of uniforms and coach supplies (soccer balls, first aid kits, etc.).
- 4.9.2. The Equipment Director shall be responsible for purchasing and maintaining equipment, including goals, goal nets, and corner flags as may be needed by the Region.
- 4.9.3. The Equipment Director shall submit a budget for uniforms and equipment to the Treasurer by March 31st for the upcoming year (July 1 through June 30).
- 4.10. Field Director
- 4.10.1. The Field Director shall be responsible for the interface with the responsible organization to ensure the fields are properly maintained.
- 4.10.2. The Field Director shall be responsible for the layout and marking of fields before the start of the season and the weekly painting of the fields during the season.

- 4.10.3. The Field Director shall be responsible for the proper care and maintenance of all field equipment (vehicles, paint machines, etc.).
- 4.10.4. The Field Director shall be responsible for the field equipment distribution and pick up, field painting, field monitor assignments and preseason work day activities and tracking points and forwarding the tally to the Statistician.
- 4.11. Awards Director
  - 4.11.1. The Awards Director shall be responsible for obtaining trophies, pins, and medallions for distribution as deemed appropriate by the board.
  - 4.11.2. The Awards Director shall submit a budget for trophies, pins, and medallions to the Treasurer by March 31st for the upcoming year (July 1 through June 30).
- 4.12. Head Team Manager
  - 4.12.1. The Head Team Manager shall be responsible for the dissemination of information to the Team Managers and conduct Team Manager meetings prior to the start of the season.
  - 4.12.2. The Head Team Manager shall generate the parent participation schedule for the field equipment distribution and pick up, field painting, field monitor assignments and preseason work day activities and coordinate with the Field Director.
  - 4.12.3. The Head Team Manager shall coordinate the selection of a photographer with the ARC, generate the Picture Day schedule, and oversee Picture Day.
  - 4.12.4. The Head Team Manager shall coordinate the distribution of pictures to the Playing Members.
- 4.12.5. The Head Team Manager will coordinate the participation of any other Community activities approved by the Board of Directors.
- 4.13. Tournament Director(s)
  - 4.13.1. The Tournament Director(s) shall be responsible for submitting the application paperwork for all Region 68 sponsored tournaments.
  - 4.13.2. The Tournament Director shall be responsible for recruiting the tournament staff and all preparation and operational activities associated with Region 68 sponsored tournaments.
  - 4.13.3. The Tournament Director shall have the training requirements specified by the National Tournament Commission.
- 4.14. Tournament Team Director
  - 4.14.1. The Tournament Team Director shall be responsible for all post-season teams participating in the various AYSO tournaments.

- 4.14.2. The Tournament Team Director shall monitor all teams, coaches, and players to assure compliance with all AYSO philosophies and regional and National Policies and Procedures.
- 4.15. Spring League Director
  - 4.15.1. The Spring League Director shall be responsible for all aspects of the spring season.
  - 4.15.2. The Spring League Director shall recruit a staff consisting of, as a minimum, a Registrar, CVPA, Safety Director, Director of Player(s), and Division Coordinators to assist in the management of the spring season.
  - 4.15.3. The Spring League Director shall be responsible for player registration, coach recruitment, team formation, uniforms, fields, game and referee schedules, and any other activities necessary to conduct a secondary season soccer program.
- 4.16. Webmaster
  - 4.16.1. Maintains the regional website home page.
  - 4.16.2. Works with departmental heads on online digital advertising.
  - 4.16.3. Oversees and maintains and updates region website on a timely basis on all upcoming events and activities.
  - 4.16.4. Trains and manages departmental heads on maintaining and updating their own specific web page responsibilities.
  - 4.16.5. Stays up to date and current on all aspects on the websites technical platform.
  - 4.16.6. Manages passwords and admin privileges of all users to the website.
- 4.17. PVR&PD Liaison
  - 4.17.1. The PVR&PD Liaison shall be responsible for representing the Region on the Youth Sports Commission and representing the Region at PVR&PD monthly meetings.
  - 4.17.2. The PVR&PD Liaison shall communicate with PVR&PD management as directed by the RC.
- 4.18. Regional Coach Administrator (RCA) Staff
  - 4.18.1. Assistant RCA
    - 4.18.1.1. The Assistant RCA(s) shall assist the RCA in the training and supervising of all Coaches in the Region and serve as the acting RCA in the absence of the RCA.
    - 4.18.1.2. When there is more than one Assistant RCA, the RCA shall designate an Executive Assistant RCA to serve as the acting RCA in the absence of the RCA.
  - 4.18.2. Practice Field Scheduler

- 4.18.2.1. The Practice Field Scheduler shall be responsible for scheduling all practice fields for the Region.
- 4.18.2.2. The Practice Field Scheduler shall coordinate practice fields and practice field lights through the PVR&PD Sports Supervisor to ensure appropriate reservations are in place for field and light use.
- 4.18.3. Game Scheduler
  - 4.18.3.1. The Game Scheduler shall be responsible for scheduling games during the regular season, playoffs, and championship day.
  - 4.18.3.2. The Game Scheduler shall receive team numbers for coaches of multiple teams from the Directors of Players and shall make an effort to minimize overlapping game times for these coaches.
- 4.18.4. Statistician
  - 4.18.4.1. The Statistician shall be responsible for maintaining standings for the Region.
  - 4.18.4.2. The Statistician shall update game standings and parent participation points for the competitive divisions on a weekly basis and post the standings on the website and at the fields on Saturday.
- 4.19. VIP Coordinator
  - 4.19.1. The VIP Program Coordinator, if any, shall serve as a liaison between the Regional Commissioner and the parents or guardians of children eligible to play in the Region's or Area's VIP program for special children with physical or mental disabilities or challenges.
  - 4.19.2. The VIP Program Coordinator's responsibilities shall include the supervision of the division of the VIP players into balanced teams, and the arranging and scheduling of practices and games for such VIP play.
- 4.20. Regional Referee Administrator (RRA) Staff
  - 4.20.1. Assistant RRA
    - 4.20.1.1. The Assistant RRA(s) shall assist the RRA in the recruitment, training and supervising of all Referees in the Region.
    - 4.20.1.2. The Assistant RRA(s) shall be responsible for the scheduling of all Referees, Assistant Referees and Youth Referees using the Region's referee scheduling software.
    - 4.20.1.3. When there is more than one Assistant RRA, the RRA shall designate an Executive Assistant RRA to serve as the acting RRA in the absence of the RRA.
  - 4.20.2. Director of the Player Referee Organization (PRO) Program
    - 4.20.2.1. The Director of the PRO Program shall be responsible for the recruitment, retention, training, and supervising of all Youth Referees in the Region.

- 4.20.2.2. The Director of the PRO Program shall recommend to the RRA those Youth Referees whose skill level merits consideration for badge upgrade training.
- 4.20.2.3. The Director of the PRO Program shall recommend Youth Referees for summer referee camps.
- 4.20.3. Director of Referee Assessment
  - 4.20.3.1. The Director of Referee Assessment shall be responsible for the assessment and mentoring of all Referees.
  - 4.20.3.2. The minimum requirements for this position shall be Intermediate Referee and successful completion of the Referee Assessor course.
- 4.20.4. Director of Referee Instruction
  - 4.20.4.1. The Director of Referee Instruction shall arrange for and/or facilitate training programs where needed, register such programs with the NSTC and disseminate information about such programs to all referee candidates.
  - 4.20.4.2. The Director of Referee Instruction shall ensure the timely and accurate recording of completion of referee training courses administered by the Region.
- 4.21. Regional Designated Officials
  - 4.21.1. The Coach
    - 4.21.1.1. The Coach shall be responsible for providing guidance and instructional training to the assigned team and conduct practices in accordance with Regional Policies and Procedures.
    - 4.21.1.2. The Coach must be at least 18 years of age.
    - 4.21.1.3. The Coach shall have an e-signed copy of each player's registration form at all team functions.
    - 4.21.1.4. The Coach shall be responsible for player safety and shall inspect the practice field before each practice for dangerous conditions.
    - 4.21.1.5. Two Adults at all events - It is recommended that the Coach shall ensure that at least two adults, including the coach, one of the same gender as the players, are present at all team functions. Each adult must be over 18, and should be registered as a volunteer, safe haven trained, and concussion trained.
    - 4.21.1.6. The Coach shall complete the lineup card, make substitutions in accordance with Regional Policies and Procedures, and be responsible for the behavior of the sideline during and immediately before and after games.
    - 4.21.1.7. In the 8U and older divisions, the Coach shall provide a completed Player Evaluation Form to the Division Coordinator at least seven days prior to the division's Ratings Meeting.

- 4.21.1.8. The Coach shall not coach more than one team in a season unless authorized by the RCA and RC.
- 4.21.1.9. The Coach shall be a registered volunteer each year in the Region, Safe Haven certified, and CDC Concussion Awareness Trained, and age-appropriate trained as a coach.
- 4.21.1.10. The Coach shall not receive their team roster until they have completed volunteer registration.
- 4.21.1.11. 6U, 7U and 8U teams shall not receive their uniforms until the Coach, Assistant Coach, Team Manger and Referee have cleared volunteer registration.
- 4.21.1.12. 10U – 16/19U teams shall not receive their uniforms until the Coach, Assistant Coach, and Team Manger have cleared volunteer registration.
- 4.21.2. Assistant Coach
  - 4.21.2.1. The Assistant Coach shall assist the Coach in carrying out the coaching and management requirements of the team.
  - 4.21.2.2. The Coach shall select the Assistant Coach after the players have been assigned to the team.
  - 4.21.2.3. The Assistant Coach must be at least 18 years of age.
  - 4.21.2.4. The Assistant Coach shall assume the responsibilities of the Coach in the Coach's absence, including having signed copies of each player's registration form at all team functions.
  - 4.21.2.5. The Assistant Coach shall be a registered volunteer in the Region, Safe Haven certified, CDC Concussion Awareness Trained, and age-appropriate trained.
- 4.21.3. Team Manger
  - 4.21.3.1. The Team Manger shall assist the Coach by organizing the parents in the following duties: coordinating parent participation assignments, scheduling snacks, ordering the banner, disseminating information, and any other duties deemed necessary by the Coach.
  - 4.21.3.2. The Team Parent shall be a registered volunteer in the Region, Safe Haven certified, and CDC Concussion Awareness Trained,
  - 4.21.3.3. The Team Manager must be at least 18 years of age.
- 4.21.4. Referee
  - 4.21.4.1. The Referee shall be part of the IFAB-approved ("diagonal") system of officiating games consisting of a Referee and two Assistant Referees.
  - 4.21.4.2. Referee, Assistant Referee and Youth Referee shall be a registered volunteer in the Region, CDC Concussion Awareness Trained, Safe Haven certified, and have the appropriate training/experience to referee



a given game. The Regional Referee Administrator shall determine if a referee has the appropriate training and experience to referee a given game.

- 4.21.4.3. The Referee shall assume “full charge” of games they are officiating the moment they enter the designated field of play.
- 4.21.4.4. The Referee shall have authority over players, coaches, other officials, spectators, and any other person or element affecting the game.
- 4.21.4.5. The Referee shall have the authority to caution or send off players, substitutes.
- 4.21.4.6. The Referee shall have the authority to expel coaches according to the Laws of the Game. Should the referee determine that a spectator should be removed from the game, the referee shall direct the coach to have the spectator leave the game. The referee can suspend the game until the spectator leaves. If the spectator does not leave the area within a reasonable amount of time, the referee can terminate the match. The Board has the right to determine if the spectator needs to be part of a due process review.
- 4.21.4.7. This authority shall extend after the game until all participants have exited the vicinity of the field.
- 4.21.4.8. The Referee shall submit an Incident Report to the RRA for any caution, send-off and/or expelling a coach. In the competitive divisions, a Referee shall not officiate a game in which a family member is a Playing Member without prior approval by the RRA.
- 4.21.4.9. A Referee shall not coach or support a team while in uniform. A Referee is not in uniform if wearing a “civilian” shirt.
- 4.21.5. Assistant Referee
  - 4.21.5.1. The Assistant Referee shall be part of the IFAB-approved (“diagonal”) system of officiating games consisting of a Referee and two Assistant Referees.
  - 4.21.5.2. In the competitive divisions, an Assistant Referee shall not officiate a game in which a family member is a Playing Member without prior approval by the RRA.
  - 4.21.5.3. An Assistant Referee shall not coach or support a team while in uniform. An Assistant Referee is not in uniform if wearing a “civilian” shirt.
- 4.21.6. Youth Referee
  - 4.21.6.1. The Youth Referee shall be a Referee or Assistant Referee who is at least 12 years old and under the age of 18.

- 4.21.6.2. A Youth Referee must have a medical release form signed by a parent or guardian in their possession any time they participate in a game. A Youth Referee must be older than the players in the game they are officiating.
- 4.21.6.3. A Youth Referee must be a least 2 years older than the age of the player in which the Youth Referee is officiating or assisting the Referee.

5. Executive Board

- 5.1.1. The Executive Board shall provide guidance to Regional Commissioner and the Regional Board regarding the business of the Region. The Executive Board shall discuss personnel issues and review motions/proposals intended to be proposed to the Regional board.
- 5.1.2. The region shall have an executive comprised of the following positions:
- 5.1.3. Regional Commissioner – Elected
- 5.1.4. Treasurer – Elected
- 5.1.5. Child & Volunteer Protection Advocate – Elected
- 5.1.6. Safety Director – Elected
- 5.1.7. Registrar – Elected
- 5.1.8. Regional Referee Administrator – Elected
- 5.1.9. Regional Coach Administrator – Elected
- 5.1.10. Assistant Regional Commissioner(s) – Appointed
- 5.1.11. Head Director of Players – Appointed
- 5.1.12. Directors of Players – Appointed
- 5.1.13. Any position appointed by the Regional Commissioner
- 5.2. During the secondary season the following positions shall be part of the Executive Board.
  - 5.2.1. Spring League Director
  - 5.2.2. Tournament Director(s)
  - 5.2.3. Tournament Team Director

6. Program Information

- 6.1. Every player shall be entitled to play at least three-quarters of every game, except in the 5U, 6U and 16U/19U division. 5U and 6U players shall be entitled to play at least two-thirds of every game and 16U/19U players shall be entitled to play at least half of every game.
- 6.2. It is also the policy of the Region to have no player in the 10U, 12U and 14U divisions play more than two quarters per game as goalkeeper during the regular season. Goalkeeper restrictions shall be waived during pool play and on Championship Day.

6.3. The Regional Board may waive registration fees in whole or in part with respect to any participant if such a fee would create a hardship for such participant or his/her family.

6.4. Division Assignment

6.4.1. Players shall be assigned to a division based upon their gender and age as of January 1 of the current year.

6.4.2. A player whose age places them in the 5U, 6U or 7U divisions shall be allowed to play up one age division per parent request.

6.4.3. A player whose age places them in the 8U, 10U or 14U divisions shall be allowed to play up one age division. This will only be honored if the child participates in a skills assessment.

6.4.4. The region shall not allow players to play down in a lower age division.

6.4.5. Any player with special needs shall play in the VIP program.

6.5. Game Policies

6.5.1. The length of the season shall be ten (10) games plus a Championship Day in the 10U, 12U and 14U divisions unless the game schedule is modified because of an odd number of teams. Inclement weather or poor field conditions may necessitate from time to time the postponing or cancelling of games.

6.5.2. Any such postponement or cancellation will be made by the RC, RRA or the Safety Director as early as practical before game time.

6.5.3. Once the game begins, only the Referee in charge of the particular soccer field may suspend or cancel the game, except that the RC or designate may suspend or cancel games due to inclement weather or other conditions that may warrant such action.

6.5.4. The highest standards of conduct and good sportsmanship must be maintained at all times by players, coaches, referees, spectators and all other participants.

6.5.5. Offensive, insulting or abusive language is forbidden.

6.5.6. The use of alcohol, tobacco products including chewing tobacco, or illegal drugs in the vicinity of the playing field during practices or games is strictly forbidden.

6.5.7. All players must wear the official uniform for all games.

6.5.8. All players must wear appropriate soccer clothing for all practices.

6.5.9. The use of shin guards is required at all practices and games.

6.5.10. Coaches are expected to be positive and set the best possible example for the players and spectators.

6.5.11. Excessive coaching from the sidelines shall not be permitted, and the function of the coach shall be to provide encouragement and a positive direction.

- 6.5.12. The coach may enter the field of play only with the consent of the referee and may coach only within the technical area which is the length of the center circle.
- 6.5.13. Spectators at games must provide adequate space for the Assistant Referees to perform their duties (three yards from sideline if space between fields allow) and between the penalty areas.
- 6.5.14. Spectators are expected at all times to act positively around players and to demonstrate respect for opponents, officials, and all other volunteers.

#### 6.6. Referee Polices

- 6.6.1. Under no circumstances should spectators attempt to coach or address derogatory remarks to players, coaches or referees.
- 6.6.2. At the end of the game, the players on each team shall line up and shake hands with the players of the opposing team and thank the Referee and Assistant Referees.
- 6.6.3. The Referee shall have the power and authority to caution and send off players.
- 6.6.4. The Referee shall also have the authority to warn and send off coaches if their conduct violates the Laws of the Game and or this Policies and Protocols. The Referee shall not restart the match until the offending person leaves the vicinity playing area. If the offending person refuses to leave the playing area, the Referee shall suspend the match; final outcome of the game will be determined by the Executive Board.
- 6.6.5. Harassment of Referees shall not be tolerated. Any actions, verbal or otherwise, deemed as harassing behavior towards a Referee shall result in actions being taken against the offending individual
- 6.6.6. Harassment of Youth Referee shall not be allowed. Coaches and spectators shall not instruct and/or critique a Youth Referee. Any conduct that is deemed to be harassment (as determined by the referee, the assistant referees, any regional board member or member of the referee staff) of a youth referee by any coach may result in the expelling of the coach without any warning. Any conduct that is deemed to be harassment (as determined by the referee, the assistant referees, any regional board member or member of the referee staff) of a youth referee by any spectator may result coach being directed to have the spectator leave the area of the game without any warning.
- 6.6.7. Should a coach have an issue with the referee they are instructed to get a member of the referee staff to observe the referee during the game in question so that the referee staff can advise the referee.

- 6.6.8. These actions may be taken whether the offense was brought to the attention of the Coach during the game (Caution or Send Off) or brought to the attention of the RRA after the completion of the game.
- 6.6.9. A player who is sent off for violation of the Laws of the Game shall be suspended for the duration of that game and shall not participate in the team's next scheduled game. A player who is cautioned or sent off may be subject to additional disciplinary action (e.g., parent conferences, additional game suspensions, expulsion) at the discretion of the three board members, preferable the RA, RRA and Coach Administrator upon thorough review of the incident.
- 6.6.10. A coach, assistant coach or spectator who is warned or sent from the field may also be subject to similar or additional disciplinary action at the discretion of the Executive Board upon thorough review of the incident.
- 6.6.11. Running up the Score
- 6.6.11.1. It is the policy of the Region that each team shall try to avoid a "run-up", that is, winning by more than five goals. Although scores are not kept in non-competitive divisions, similar actions shall be taken by the coach if the game is being dominated by one team.
- 6.6.11.2. Each coach shall be responsible to see that this does not occur by proper coaching, player substitutions, player assignments, and other positive means.
- 6.6.11.3. Disregard of this policy will result in observation by the Director of Players, RCA, RRA, ARC or RC who shall have the authority to recommend due process if the persistent disregard for the policy continues.
- 6.7. Game Protests. ***No protest of games shall be permitted.***
- 6.7.1. However, a Coach may file with the RRA a written report of any misapplication of the Laws of the Game by a Referee.
- 6.7.2. This procedure shall not be used as a means of complaining about or criticizing any judgment call of a Referee or Assistant Referee.
- 6.7.3. If, after investigation by the Referee Staff, it is found that a Law was misapplied, such Referee shall be so informed in order to ensure that no further misapplication occurs.
- 6.7.4. Incident Reports
- 6.7.5. Any person may submit a written incident report, regarding the statements or actions of anyone interacting, in a negative way, with the AYSO program.
- 6.7.6. The report shall be as specific as possible and shall be signed and dated, with the reporter's phone number indicated.
- 6.7.7. The report shall be submitted to the Safety Director (SD).
- 6.8. Championship Day

- 6.8.1. The playoff format shall consist of pool play followed by single elimination play on Championship Day.
- 6.8.2. The composition of playoff pools will be determined based on the number of teams in a division.
- 6.8.3. If all of a team's adult leadership, the coach, assistant coach, team manager, and referee(s), are not registered, Safe Haven Certified trained, and CDC Concussion Certified trained, that team will be ineligible to participate in Championship Day. If the Coach and Assistant Coach have not completed the proper coach training for their division, that team will be ineligible to participate in Championship Day. The Regional Commissioner or Regional Board may make exceptions to the coach training if there is good cause for the lack of training.
- 6.8.4. Pool Play Point System – Points during pool play
  - 6.8.4.1. Win 6 pts
  - 6.8.4.2. Tie 3 pts
  - 6.8.4.3. Loss 0 pts
  - 6.8.4.4. Goals Scored 1 pt per goal (max 3 per match)
  - 6.8.4.5. Red Card -2 point for each red card
- 6.8.5. It is the policy of the Region that each team shall try to avoid a "run-up", that is, winning by more than five goals. Disregard of this policy may result in a post-game Caution (1 pt deduction).
- 6.9. Tie Breaker for Seeding for Pool Play
  - 6.9.1. Fewest goals allowed in regular play
  - 6.9.2. Most goals scored in regular play (maximum 5 goals more than opponents score per game)
  - 6.9.3. Head-to-Head competition in regular play (added)
  - 6.9.4. Coin toss
- 6.10. Tiebreaker Criteria to Advance to Championship Day
  - 6.10.1. Head-to-Head competition in pool play and Championship Day
  - 6.10.2. Head-to-Head competition in pool play
  - 6.10.3. Most wins in pool play
  - 6.10.4. Most ties in pool play
  - 6.10.5. Fewest goals allowed in pool play
  - 6.10.6. Most goals scored in pool play (maximum 5 goals more than opponents score per game)
  - 6.10.7. Fewest goals allowed in regular play
  - 6.10.8. Most goals scored in regular play (maximum 5 goals more than opponents score per game)
  - 6.10.9. Head-to-Head competition in regular play
  - 6.10.10. Head-to-Head competition in regular play

- 6.10.11. Coin toss
- 6.11. Championship Day Format
  - 6.11.1. Team will advance and be seeded for Championship Day based on pool play standing.
  - 6.11.2. First-place teams in each pool, plus the number of "wild card" teams needed to complete the bracket shall advance, assuming the team meets the minimum Parent Participation level.
  - 6.11.3. If the first-place team in a pool does not meet this level, the spot becomes a "wild card" spot. Tiebreaker Criteria above will be used as necessary for seeding.
- 7. Tiebreaker Criteria to Advance to Area Playoff
  - 7.1. Attending Area playoff is by invitation by the Area Director and is not a right given to a team because they won on Championship Day. Regional Commissioner may deny a team entry into Area Playoffs based on good cause.
  - 7.2. If there are more Championship Day Champion Teams than invitations to the Area Playoff in that division, the following criteria shall be used to determine which teams goes to Area Playoffs.
    - 7.2.1. Most wins in pool play and Championship Day
    - 7.2.2. Most ties in pool play and Championship Day
    - 7.2.3. Fewest goals allowed in pool play and Championship Day
    - 7.2.4. Coin toss
- 8. Parent Participation Requirements
  - 8.1. Overview of Parent Participation Points.
    - 8.1.1. The amount of parent participation points earned each season shall be posted prior to the start of the first game of the season.
    - 8.1.2. The Regional Board or the Regional Commissioner also has the right to modify the Parent Participation Requirements or an individual teams requirements at any time during the season if the Regional Board or the Regional Commissioner finds good cause to do so.
    - 8.1.3. As an all-volunteer organization with over 2,500 playing members, Region 68 depends on every family participating in some manner and to some level. Each family that has a player in the region shall be expected to volunteer a minimal amount of time to help the region operate.
    - 8.1.4. Board members, coaches, assistant coaches, referees, and team mangers donate many hours to the program. Parents who do not participate in one of these capacities are depended upon to donate 2-3 hours to the program for each child registered.

- 8.2. Job descriptions which earn Parent Participation Points are provided in the following paragraphs.
- 8.3. Points earned by Refereeing Games
- 8.3.1. The Referee Administrator has the authority to make exception to Parent Participation Points earned through refereeing games.
  - 8.3.2. Teams in competitive divisions are awarded one (1) Parent Participation Point for completing a referee position (Referee or Assistant Referee) for a 10U to 14U game.
  - 8.3.3. Teams in competitive divisions are awarded two (2) Parent Participation Point for completing a referee position (Referee or Assistant Referee) for a U16/19 game.
  - 8.3.4. A team may earn no more than two (2) per day by refereeing games. Extra or United teams may earn more depending on their game travel schedule if allowed by the Regional Referee Administrator or the Regional Commissioner on a case by case basis.
  - 8.3.5. At least 4 referee points must be earned during weeks 8, 9 and/or 10 of the Core Season.
  - 8.3.6. A team can only earn one Parent Participation Point by a youth referee per weekend.
  - 8.3.7. A referee must be trained, safe haven certified, CDC Concussion Awareness certified, and currently registered before earning Parent Participation Points. The Referee Administrator may allow points if a referee has reasonable issues with obtaining these criteria.
  - 8.3.8. It is the responsibility of the Coach, Team Manager, and/or the Referee to make sure the team receives proper credit for games refereed, not the referee staff.
  - 8.3.9. Refereeing 8U, 7U and 6U games will not count as a parent participation points.
  - 8.3.10. Any member of the referee staff who works a morning or afternoon shift at the referee tent can earn a point for a team in which they are the assigned referee.
- 8.4. Other ways to earn Parent Participation points. Teams in competitive divisions (10U – 19U) are awarded Parent Participation points for completing their team's assignments only on the assigned days.
- 8.4.1. **Equipment Distribution** – Volunteer helps distribute painters, goals, nets, corner flags and other miscellaneous equipment from storage containers to all fields. A golf cart and trailer is used to assist. Shift starts one hour before first game time of day and lasts about 45 minutes. Job requires the volunteer to be able to lift 40 lbs.



- 8.4.2. **Equipment Pick-up** – Volunteer helps pick up goals, nets, and corner flags from all fields and put them back into storage containers. A golf cart and trailer is used to assist. Shift starts after the last game of day is played and lasts about 45 minutes. Job requires the volunteer to be able to lift 40 lbs.
- 8.4.3. **Field Work Day** – A 3- to 4-hour shift on a Saturday before Labor Day. Volunteer helps measure and layout fields, paint lines, and sort through and set up goals.
- 8.4.4. **Set Up Playground Program (5U)**: One team to help set up the Playground Program each week 2 points per week.
- 8.4.5. **Field Monitor** – A 2-hour shift on Saturday. Job requires the volunteer to monitor 4-5 fields from a central location and radio in requirements to the Information Booth. This will involve walking the fields.
- 8.4.6. **Competitive and Non- Competitive Information Booths**. A 2-hour shift on Saturday at an information booth.
- 8.4.7. **Board Member**: If you are a member of the Regional Board (voting or non-voting) you earn a point per season that can be awarded to a team in which you have a family member playing. These are not transferable.
- 8.4.8. **Other Jobs**: The regional board, executive committee or Regional Commissioner may create and assign additional jobs to teams during the season.

#### 8.5. Parent Participation Points Requirements

- 8.5.1. Should a team believe there is a discrepancy in PP points then the discrepancy are to be resolved with the Statistician within three weeks of the assignment date.
- 8.5.2. Non-Competitive teams must achieve one Parent Participation point to be eligible for season end awards.

### 9. Awards

- 9.1. Players in the non-competitive divisions may be given participation awards (trophies or medals as determined by the Regional Board), so long as the team fulfills its parent participation requirements.
- 9.2. Players and coaches of competitive teams participating on Championship Day shall receive trophies or medals indicating their final playoff position.
- 9.3. Special awards for players in the U19 division, coaches, and volunteer families
- 9.4. The following awards are presented at the end of season Player recognition ceremony:
  - 9.4.1. Sharon Waite Award: Given in memory of Sharon Waite, mother and AYSO soccer volunteer. This award is given to a 17- or 18-year-old girl who has demonstrated the AYSO philosophies of good sportsmanship, positive

attitude and fair play.

9.4.2. George Grub Award: Given in memory of George Grub, father and supporter of AYSO soccer. This award is given to a 17- or 18-year-old boy who has demonstrated the AYSO philosophies of good sportsmanship, positive attitude and fair play.

9.4.3. AYSO Most Valuable Player: Given to all AYSO high school seniors with 10 or more years of AYSO playing experience

9.5. The following awards are presented at the end of season volunteer recognition ceremony

9.5.1. Ed Pike Award: Given in memory of Ed Pike, former RC and coach. This award is given to a coach with at least 10 years of experience who has exhibited the AYSO philosophies in an exemplary manner.

9.5.2. Ken Aston Award: Given in memory of Ken Aston, a Referee and supporter of AYSO soccer. This award is given to a Referee who has exhibited the AYSO philosophies in an exemplary manner and has made lasting contributions to R68.

9.5.3. Ramon Padron / Steve Arthur Award: Given in memory of Ramon Padron, a coach and supporter of AYSO soccer and Steve Arthur a coach, referee and support of AYSO. This award is given to a volunteer family that represents the AYSO spirit of giving

9.5.4. David Winters Award: Given in memory of David Winters, a coach and supporter of AYSO soccer. This award is given to a volunteer that represents the AYSO spirit of giving.

10. Secondary Season

10.1. Postseason Competition (Competitive Divisions)

10.1.1. Postseason competition is defined as an extension of the fall season for League Championship teams and All-star teams participating in Area W, Section 10, and Tri-Section playoffs.

10.1.2. The season ends for a postseason team when the team is eliminated from AYSO postseason playoffs.

10.1.3. The Region shall pay the entry fees associated with postseason teams playing in the Area W, Section 10, and Tri-Section playoffs.

10.1.4. Postseason teams may choose to compete in other tournaments, but they will be expected by the Region to manage monies and recruit Referees for these tournaments in compliance with "Tournament Team Operating Policy".

10.1.5. Players who choose not to compete in these tournaments shall not be excluded from consideration for postseason teams.

10.1.6. League Championship teams may not add a player to or replace a player from their regular season roster.

- 10.1.7. Postseason teams shall also abide by the tournament rules associated with each AYSO advancement tournament.
- 10.1.8. The number of teams competing in postseason play shall be determined by Area W based on the number of Region 68 players registered in a division.
- 10.1.9. If a player is a member of both a League Championship team and an All-star team or Tournament Team, the player's commitment to the League Championship team shall take preference at all times.
- 10.1.10. If a player is a member of both an All-star team and a Tournament Team, the player's commitment to the All-star team shall take precedence at all times.
- 10.1.11. A player who receives a Red card or two Yellow cards during postseason play may be removed from further postseason participation by vote of the Executive Board.
- 10.1.12. A coach or parent who ejected from a game during postseason play may be removed from further postseason participation by vote of the Executive Board.
- 10.1.13.
- 10.2. All-star Competition
  - 10.2.1. The number of All-Star teams shall be determined by Area W based on the number of Region 68 players registered in a division and what Region 68 is able to supply based on the competitive skills of the players.
  - 10.2.2. The number of players on an All-star team shall be nine (9) in 10U, twelve (12) in 12U and fourteen (14) in 14U.
  - 10.2.3. Playing time and replacement of players shall be determined by the tournament rules associated with each AYSO advancement tournament
  - 10.2.4. To be eligible for All-star consideration, a player must participate in at least  $\frac{3}{4}$  of their league team's games, except for games missed due to illness or injury and documented by a note from a physician.
  - 10.2.5. If a player plays "up" a division in the primary season, that player must play "up" during All-star play.
  - 10.2.6. Selection to the All-star team will be determined by the All-star Coach via recommendations from League coaches and observation during the primary season.
  - 10.2.7. If more than one All-Star team is required in a division, a draft shall be held with the appointed coaches and the Director of Players - Competitive.
- 10.3. Tournament Team Competition

- 10.3.1. Prior to the start of pool play competition, the Executive Committee shall determine the number of tournament teams that can be supported by the Region and the number of teams per division and age group.
- 10.3.2. Tournament team competition provides an affordable, year-round soccer opportunity. Tournament teams are “select” teams; that is, the coach can select any player who participated in at least 50% of the games in their division in the primary season.
- 10.3.3. As such, the level of play is higher than in the AYSO primary season, often as high as or higher than the All-star level.
- 10.3.4. Tournament teams recruit players, manage finances, and schedule activities individually.
- 10.3.5. It will be a requirement for the team to have a good management team in place that is familiar with the Tournament Team Policies.
- 10.3.6. If a registered player is unable to participate in primary season play due to a medical condition, verified with a doctor’s note, they may be eligible for tournament team play with a release to participate in athletics.
- 10.3.7. All Star / Tournament Coach Selection Process
  - 10.3.7.1. Any coach wishing to coach in All-Star or Tournament Play must submit an application to the Tournament Teams Director no later than October 1.
  - 10.3.7.2. To be eligible to coach or assistant coach an All-star or Tournament team, a coach must be currently registered, Safe Haven and CDC Concussion Awareness Training certified, and have age-appropriate training.
  - 10.3.7.3. A coach who has received a sendoff during the primary season must be approved by the RC, RCA and RRA before they can be considered for selection as an All-star coach.
  - 10.3.7.4. Coaches shall be selected based on a range of criteria
  - 10.3.7.5. Be a current registered volunteer
  - 10.3.7.6. Be an age specific trained coach as specified in our Region Policies and Procedures
  - 10.3.7.7. Be certified Safe Haven Certified
  - 10.3.7.8. Be CDC Concussion Training certified
  - 10.3.7.9. Be in good standing with the Region by demonstrating competency in coaching skills and team management
  - 10.3.7.10. Be considered by the Tournament Teams Support Staff and Executive Committee and be approved by the Regional board
  - 10.3.7.11. Returning coaches must re-apply and will be evaluated each membership year

10.3.7.12. Being an active participant in the Region's standard primary program as the Region determines adequate may be a consideration if coaches meet all the requirements above.

10.4. Spring League

10.4.1. Spring League is a secondary season program conducted on Sundays in February, March and April.

10.4.2. Spring League shall follow the same format as the regular season with the following exceptions: the Region shall only provide a Spring League tee shirt and socks, all divisions shall be noncompetitive (no standings kept), practices shall be limited to one hour to one and one half hours per week, and age divisions may be combined or not offered as determined by the Regional Board.

10.4.3. Spring League shall have a separate registration fee determined by the Regional Board. Spring League is an optional program that shall only be offered if there are enough volunteers to staff the program.

10.5. Very Important Player (VIP) Program

10.5.1. The Very Important Player (VIP) Program provides a quality soccer experience for children and adults whose physical or mental disabilities make it difficult for them to successfully participate on mainstream teams. VIP teams may include players who are blind or visually impaired, amputees or with conditions that impair mobility, mentally or emotionally challenged, autistic, Down syndrome, cerebral palsy, and any other condition that makes playing on a VIP team best for the player.

10.5.2. Depending on the number of registered VIP players, their gender, and age, teams may be coed, gender-based, or age-based.

10.5.3. The size of the playing field and length of game shall be determined by the age and number of players.

10.5.4. Score shall not be kept and every effort shall be made so that every player has the opportunity to score in every game.

10.5.5. Facilities

10.5.6. It shall be the responsibility of both teams for the first game each day to set up the goalposts and nets and both teams for the last game of each day to take down the goalposts and nets.

10.5.7. Each field shall be lined under the direction of the Field Director on Saturday morning or Friday afternoon.

10.5.8. Each Coach shall be provided with a first aid kit.

10.5.9. No trash should be left at the facility except in designated containers.

10.5.10. Parking shall be limited to designated areas at the fields.

10.5.11. For safety reasons, no pets shall be allowed at the facility while games or practice sessions are in progress.

11. Golf Cart Safety: Golf carts make it easier for youth sports volunteers to perform a multitude of tasks. Along with this responsibility, the safe use of these vehicles is important for any volunteer operating them. Please ensure the following:

11.1. To be covered by AYSO insurance, all drivers must be 18 years of age with a valid driver's license and be insured. All drivers must be approved to drive by the Regional Commissioner, Field Director or their delegates.

11.2. All drivers must be instructed on the risks associated with operation on athletic fields and on how to properly store/secure the vehicles when not in use. Notably, when not in use, golf cart keys must not be left in the ignition and the parking break must be activated.

11.3. The vehicles must not be used to carry more people than their carrying capacity. Each person must be sitting in a seat.

11.4. All drivers must also understand the importance of maintaining a slow speed when operating the vehicles around soccer fields filled with players, parents and spectators.

12. Common Sense Emergency Plan

12.1. AYSO Volunteers: Emergencies and natural disasters can and do happen, and predicting their nature, form and timing is challenging, if not unattainable. Upon report of an emergency or natural disaster, specific directions will generally not be immediately available from police. Soccer field occupants will need to use common sense and decide what action to take on their own depending on their proximity to the threat and their own comfort level. At all times, it is imperative to remain vigilant and, when necessary, reduce or eliminate hazards and emergencies on the soccer field. Consider creating a portable emergency kit customized to meet your family's needs including essential medications, a First Aid kit, food, water and any other items that may be helpful. When families are prepared and use common sense, the fear and loss that accompany emergencies and disasters are greatly reduced.

12.2. Activation of Common-Sense Emergency Plan

12.2.1. Call 911 and/or notify an AYSO staff member (normally in red AYSO shirts).

12.2.2. Assess the situation using all available information. If an AIR HORN is sounded it means lightning or other danger may be imminent.

12.2.3. Decide whether to shelter in place or evacuate.

12.2.4. If lightning occurs, you should seek shelter.

12.2.5. SAFER AREAS are inside fully enclosed vehicles and buildings.

12.2.6. UNSAFE AREAS are in open areas like fields or parking lots, anywhere near metal objects such as flagpoles and soccer goals, and under trees.

- 12.2.7. If there is an active shooter, major protest or other large-scale event, the field will be evacuated and remain closed until the police declare the area is safe.
- 12.2.8. Remain vigilant—Help keep the children safe and calm and gather additional facts about the emergency if you are able.
- 12.2.9. Once guidance is provided by emergency personnel be sure to cooperate to enhance the response and recovery processes in place.

### Rules of Play - Summary

Division	6U	7U	8U
Number of Players on Team	6	8	8
Number of Players on Field*	4 v 4	6 v 6	6 v 6
Goal Keeper	No Keeper All Season		
Field Size	5U: 60 ft by 84 ft 6U: 70 ft by 100 ft	75 ft by 150 ft (or 84 ft by 174ft)	84 ft by 174 ft
Goal Size	4' x 8'	5 ft by 10ft (or 4'x 8')	5 ft by 10ft (or 4'x 8')
Game Length	30 minutes (Six 5 minute periods)	40 minutes (4 quarters)	40 minutes (4 quarters)
Ball Size	3		
Field Markings	Half line 5 yd radius center circle 5 yd by 10 yd goal area No penalty area 1 yd corner arc No penalty arc No penalty spot	Half line 6 yd radius center circle 6 yd by 12 yd goal area 12 yd line, width of field 1 yd corner arc No penalty arc No penalty spot	Half line 7 yd radius center circle 6 yd by 12 yd goal area 12 yd by 24 yd penalty area 1 yd corner arc No penalty arc No penalty spot
Start of Play	No change except 5 yds away	No change except 6 yds away	No change except 7 yds away
Ball In & Out of Play	No change from normal IFAB rules		
Method of Scoring	No change from normal IFAB rules		
Off side	No offside called		
Fouls & Misconduct	Referee explain ALL infractions		

Division	6U	7U	8U
Free Kicks	All are Direct, opponents 5 yds away. Attacking team takes kick from outside Defending team goal area.	All are Direct, opponents 6 yds away. Attacking team takes kick from outside Defending team goal area.	All are Direct, opponents 7 yds away. Attacking team takes kick from outside Defending team goal area.
Penalty Kicks	No penalty kicks		
Throw In	If bad first, Ref explain & re-do. If second bad, just play.	If bad, Referee explain, and re-do.	
Goal Kick	Taken inside goal area, opponents 5 yds away	Taken inside goal area, opponents beyond 12 yd line	No change from normal
Corner Kick	No change, opponents 5 yds away	No change, opponents 6 yds away	No change, opponents 7 yds away

Division	10U	12U	14U	U16/19
Number of Players on Team	9	12	14	18
Number of Players on Field*	7 v 7	9 v 9	11 v 11	11 v 11
Goal Keeper	Yes, all season Regular Season: Half Game Maximum Pool Play: Full Game Allowed			Yes
Field Size	120 ft by 240 ft	150 ft by 275 ft	210 ft by 330 ft	210 ft by 330 ft
Goal Size	7 ft by 7 yds	8 ft by 8 yds		
Game Length	48 minutes	60 minutes	70 minutes	80 minutes
Substitution	Approximately midway through each half and at halftime.			Free substitution per Laws of the Game
Minimum Playing Time	3 quarters			35 minutes
Ball Size	4		5	
Field Markings	Half line 8 yd radius center circle 6 X 15 yd goal area 14 X 36 yd penalty area 1 yd corner arc 8 yd penalty arc 10 yd penalty spot	Half line 10 yd radius center circle 6 X 20 yd goal area 18 X 44 yd penalty area 1 yd corner arc 10 yd penalty arc 12 yd penalty spot		



Division	10U	12U	14U	U16/19
Start of Play	IFAB rules, except 8 yds away	No change from normal IFAB rules		
Ball In & Out of Play	No change from normal IFAB rules			
Method of Scoring	No change from normal IFAB rules			
Off side	No change from normal IFAB rules			

Fouls & Misconduct	No change from normal except referees should work with coaches to eliminate need for cautions & send-offs. No cards (red, yellow) will be shown.	No change from normal except referees should work with coaches to allow a player to be substituted after receiving a caution if coach believes this is best for the player.		
Free Kicks	IFAB rules, except 8 yds away	No change from normal IFAB rules		
Penalty Kicks	No change from normal IFAB rules			
Throw In	No change from normal IFAB rules			
Goal Kick	No change from normal IFAB rules			
Corner Kick	IFAB rules, except 8 yds away	No change from normal IFAB rules		

HARRIS ACCOUNTING CORP  
751 E DAILY DR STE 225  
CAMARILLO, CA 93010  
805-982-0827

June 12, 2019

Camarillo Cougars  
79 Daily Drive Suite 303  
Camarillo, CA 93010

Dear Client:

Your 2018 Federal Return of Organization Exempt from Income Tax will be electronically filed with the Internal Revenue Service upon receipt of a signed Form 8879-EO - IRS e-file Signature Authorization. No tax is payable with the filing of this return.

Your 2018 California Exempt Organization Annual Information Return will be electronically filed with the State of California upon receipt of a signed Form 8453-EO. There is a balance due of \$10 payable by November 15, 2019. Mail your California payment voucher, Form 3586, on or before November 15, 2019 to:

FRANCHISE TAX BOARD  
P.O. BOX 942857  
SACRAMENTO, CA 94257-0531

Please be sure to call us if you have any questions.

Sincerely,

Joseph A. Harris

Camarillo Cougars

52-2457121

**FORM 990-EZ REVENUE**

Program service revenue.....	150,439
Net income (loss) - special events.....	-2,595
Gross profit (loss) - inventory sales.....	-369
Total revenue.....	147,475

**EXPENSES**

Professional fees/pymt to contractors.....	1,183
Other expenses.....	140,746
Total expenses.....	141,929

**NET ASSETS OR FUND BALANCES**

Excess or (deficit) for the year.....	5,546
Net assets/fund bal. at beg. of year.....	101,005
Net assets/fund bal. at end of year.....	106,551

**REVENUE**

Other income.....	152,090
Cost of goods sold.....	369
Total income.....	151,721

**EXPENSES AND DISBURSEMENTS**

Other deductions.....	146,175
Total deductions.....	146,175
Excess of receipts over disbursements.....	5,546

**FILING FEE**

Filing fee.....	10
Balance due.....	10

Computation of Cost of Goods Sold (Form 990-EZ)

1. Inventory at start of year.....	0.
2. Purchases.....	0.
3. Cost of labor.....	0.
4. Additional 263A costs.....	0.
5. Other costs.....	<u>369.</u>
6. Total (Add lines 1 through 5).....	<u>369.</u>
7. Inventory at end of year.....	<u>0.</u>
8. Cost of goods sold (Subtract line 7 from line 6).....	<u><u>369.</u></u>

**IRS e-file Signature Authorization  
for an Exempt Organization**

For calendar year 2018, or fiscal year beginning \_\_\_\_\_, 2018, and ending \_\_\_\_\_, 20\_\_\_\_

**2018**

Department of the Treasury  
Internal Revenue Service

▶ **Do not send to the IRS. Keep for your records.**  
▶ **Go to [www.irs.gov/Form8879EO](http://www.irs.gov/Form8879EO) for the latest information.**

Name of exempt organization

Employer identification number

Camarillo Cougars

52-2457121

Name and title of officer

James Driver President

**Part I Type of Return and Return Information (Whole Dollars Only)**

Check the box for the return for which you are using this Form 8879-EO and enter the applicable amount, if any, from the return. If you check the box on line 1a, 2a, 3a, 4a, or 5a, below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, or 5b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. Do not complete more than one line in Part I.

1 a Form 990 check here..... ▶ <input type="checkbox"/>	b Total revenue, if any (Form 990, Part VIII, column (A), line 12).....	1 b	
2 a Form 990-EZ check here..... ▶ <input checked="" type="checkbox"/>	b Total revenue, if any (Form 990-EZ, line 9).....	2 b	<u>147,475.</u>
3 a Form 1120-POL check here..... ▶ <input type="checkbox"/>	b Total tax (Form 1120-POL, line 22).....	3 b	
4 a Form 990-PF check here..... ▶ <input type="checkbox"/>	b Tax based on investment income (Form 990-PF, Part VI, line 5)...	4 b	
5 a Form 8868 check here... ▶ <input type="checkbox"/>	b Balance Due (Form 8868, line 3c).....	5 b	

**Part II Declaration and Signature Authorization of Officer**

Under penalties of perjury, I declare that I am an officer of the above organization and that I have examined a copy of the organization's 2018 electronic return and accompanying schedules and statements and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the organization's electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the organization's return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the organization's federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the organization's electronic return and, if applicable, the organization's consent to electronic funds withdrawal.

Officer's PIN: check one box only

I authorize Harris Accounting Corp. to enter my PIN 60915 as my signature  
ERO firm name Enter five numbers, but do not enter all zeros

on the organization's tax year 2018 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

As an officer of the organization, I will enter my PIN as my signature on the organization's tax year 2018 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Officer's signature ▶ \_\_\_\_\_ Date ▶ \_\_\_\_\_

**Part III Certification and Authentication**

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN..... 95827689363  
Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2018 electronically filed return for the organization indicated above. I confirm that I am submitting this return in accordance with the requirements of Pub. 4163, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature ▶ Joseph A. Harris Date ▶ \_\_\_\_\_

**ERO Must Retain This Form – See Instructions  
Do Not Submit This Form to the IRS Unless Requested To Do So**

## Application for Automatic Extension of Time To File an Exempt Organization Return

▶ **File a separate application for each return.**

▶ **Go to [www.irs.gov/Form8868](http://www.irs.gov/Form8868) for the latest information.**

**Electronic filing (e-file).** You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit [www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits](http://www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits).

**Automatic 6-Month Extension of Time.** Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

Enter filer's identifying number, see instructions

<b>Type or print</b>	Name of exempt organization or other filer, see instructions. <b>Camarillo Cougars</b>	Employer identification number (EIN) or
	Number, street, and room or suite number. If a P.O. box, see instructions. <b>79 Daily Drive Suite 303</b>	<b>52-2457121</b>
File by the due date for filing your return. See instructions.	City, town or post office, state, and ZIP code. For a foreign address, see instructions. <b>Camarillo, CA 93010</b>	Social security number (SSN)

Enter the Return Code for the return that this application is for (file a separate application for each return) ..... **01**

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 990-T (corporation)	07
Form 990-BL	02	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (section 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

• The books are in the care of ▶ James Driver -----

Telephone No. ▶ (805) 444-5392 ----- Fax No. ▶ -----

• If the organization does not have an office or place of business in the United States, check this box ..... ▶

• If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) \_\_\_\_\_. If this is for the whole group, check this box ..... ▶ . If it is for part of the group, check this box ... ▶  and attach a list with the names and EINs of all members the extension is for.

**1** I request an automatic 6-month extension of time until 11/15, 2019, to file the exempt organization return for the organization named above. The extension is for the organization's return for:

- ▶  calendar year 2018 or
- ▶  tax year beginning \_\_\_\_\_, 20\_\_\_\_, and ending \_\_\_\_\_, 20\_\_\_\_.

**2** If the tax year entered in line 1 is for less than 12 months, check reason:  Initial return  Final return  
 Change in accounting period

<b>3a</b> If this application is for Forms 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions .....	<b>3 a</b>	\$	0.
<b>b</b> If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit .....	<b>3 b</b>	\$	0.
<b>c Balance due.</b> Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions .....	<b>3 c</b>	\$	0.

**Caution:** If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.

Form **990-EZ**

**Short Form  
Return of Organization Exempt From Income Tax**  
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code  
(except private foundations)

OMB No. 1545-1150

**2018**

**Open to Public  
Inspection**

Department of the Treasury  
Internal Revenue Service

▶ Do not enter social security numbers on this form as it may be made public.  
▶ Go to [www.irs.gov/Form990EZ](http://www.irs.gov/Form990EZ) for instructions and the latest information.

**A** For the 2018 calendar year, or tax year beginning , 2018, and ending ,

**B** Check if applicable: **C**

Address change  
 Name change  
 Initial return  
 Final return/terminated  
 Amended return  
 Application pending

**D** Employer identification number  
52-2457121

**E** Telephone number  
(805) 444-5392

**F** Group Exemption Number ▶

**G** Accounting Method:  Cash  Accrual Other (specify) ▶

**I** Website: ▶ N/A

**H** Check  if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

**J** Tax-exempt status (check only one) —  501(c)(3)  501(c) ( ) ◀(insert no.)  4947(a)(1) or  527

**K** Form of organization:  Corporation  Trust  Association  Other

**L** Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ. ▶ \$ 152,090.

**Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances** (see the instructions for Part I)  
Check if the organization used Schedule O to respond to any question in this Part I.

<b>Revenue</b>	<b>1</b> Contributions, gifts, grants, and similar amounts received.....	<b>1</b>	
	<b>2</b> Program service revenue including government fees and contracts.....	<b>2</b>	150,439.
	<b>3</b> Membership dues and assessments.....	<b>3</b>	
	<b>4</b> Investment income.....	<b>4</b>	
	<b>5a</b> Gross amount from sale of assets other than inventory.....	<b>a</b>	
	<b>b</b> Less: cost or other basis and sales expenses.....	<b>5b</b>	
	<b>c</b> Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a).....	<b>5c</b>	
	<b>6</b> Gaming and fundraising events:		
	<b>a</b> Gross income from gaming (attach Schedule G if greater than \$15,000)....	<b>6a</b>	
<b>b</b> Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000).....	<b>6b</b>	1,651.	
<b>c</b> Less: direct expenses from gaming and fundraising events.....	<b>6c</b>	4,246.	
<b>d</b> Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c).....	<b>6d</b>	-2,595.	
<b>7a</b> Gross sales of inventory, less returns and allowances.....	<b>7a</b>		
<b>b</b> Less: cost of goods sold.....	<b>7b</b>	369.	
<b>c</b> Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a).....	<b>7c</b>	-369.	
<b>8</b> Other revenue (describe in Schedule O).....	<b>8</b>		
<b>9</b> Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8.....	<b>9</b>	147,475.	
<b>Expenses</b>	<b>10</b> Grants and similar amounts paid (list in Schedule O).....	<b>10</b>	
	<b>11</b> Benefits paid to or for members.....	<b>11</b>	
	<b>12</b> Salaries, other compensation, and employee benefits.....	<b>12</b>	
	<b>13</b> Professional fees and other payments to independent contractors.....	<b>13</b>	1,183.
	<b>14</b> Occupancy, rent, utilities, and maintenance.....	<b>14</b>	
	<b>15</b> Printing, publications, postage, and shipping.....	<b>15</b>	
	<b>16</b> Other expenses (describe in Schedule O)..... See Schedule O	<b>16</b>	140,746.
<b>17</b> Total expenses. Add lines 10 through 16.....	<b>17</b>	141,929.	
<b>18</b> Excess or (deficit) for the year (Subtract line 17 from line 9).....	<b>18</b>	5,546.	
<b>Net Assets</b>	<b>19</b> Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return).....	<b>19</b>	101,005.
	<b>20</b> Other changes in net assets or fund balances (explain in Schedule O).....	<b>20</b>	
	<b>21</b> Net assets or fund balances at end of year. Combine lines 18 through 20.....	<b>21</b>	106,551.

**BAA** For Paperwork Reduction Act Notice, see the separate instructions. Form 990-EZ (2018)



Part II Balance Sheets (see the instructions for Part II)

Check if the organization used Schedule O to respond to any question in this Part II. [X]

Table with 2 columns: (A) Beginning of year, (B) End of year. Rows include Cash, savings, and investments; Land and buildings; Other assets; Total assets; Total liabilities; Net assets or fund balances.

Part III Statement of Program Service Accomplishments (see the instructions for Part III)

Check if the organization used Schedule O to respond to any question in this Part III. [X]

What is the organization's primary exempt purpose? See Schedule O

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

Expenses (Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

Table with 2 columns: Description of program service, Expenses. Rows include Promoting team play through football, Promoting team play through cheer, and Total program service expenses.

Part IV List of Officers, Directors, Trustees, and Key Employees (list each one even if not compensated - see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV. [X]

Table with 5 columns: (a) Name and title, (b) Average hours per week devoted to position, (c) Reportable compensation, (d) Health benefits, (e) Estimated amount of other compensation. Row 1: See Schedule O.

**Part V Other Information** (Note the Schedule A and personal benefit contract statement requirements in See Schedule O the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V.

	Yes	No
<b>33</b> Did the organization engage in any significant activity not previously reported to the IRS? If 'Yes,' provide a detailed description of each activity in Schedule O. ....		X
<b>34</b> Were any significant changes made to the organizing or governing documents? If 'Yes,' attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O. See instructions. ....		X
<b>35a</b> Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)? .....		X
<b>b</b> If 'Yes' to line 35a, has the organization filed a Form 990-T for the year? If 'No,' provide an explanation in Schedule O. ....		
<b>c</b> Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If 'Yes,' complete Schedule C, Part III. ....		X
<b>36</b> Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If 'Yes,' complete applicable parts of Schedule N. ....		X
<b>37a</b> Enter amount of political expenditures, direct or indirect, as described in the instructions. ▶ <b>37a</b> 0.		
<b>b</b> Did the organization file Form 1120-POL for this year? .....		X
<b>38a</b> Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return? .....		X
<b>b</b> If 'Yes,' complete Schedule L, Part II and enter the total amount involved. ....		
<b>39</b> Section 501(c)(7) organizations. Enter:		
<b>a</b> Initiation fees and capital contributions included on line 9. ....		N/A
<b>b</b> Gross receipts, included on line 9, for public use of club facilities. ....		N/A
<b>40a</b> Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ 0.; section 4912 ▶ 0.; section 4955 ▶ 0.		
<b>b</b> Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If 'Yes,' complete Schedule L, Part I. ....		X
<b>c</b> Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958. .... ▶ 0.		
<b>d</b> Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization. .... ▶ 0.		
<b>e</b> All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If 'Yes,' complete Form 8886-T. ....		X
<b>41</b> List the states with which a copy of this return is filed ▶ None		

**42a** The organization's books are in care of ▶ James Driver Telephone no. ▶ (805) 444-5392  
 Located at ▶ 79 Daily Drive #303 Camarillo CA ZIP + 4 ▶ 93010

	Yes	No
<b>b</b> At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? .....		X
If 'Yes,' enter the name of the foreign country ▶ _____		
See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
<b>c</b> At any time during the calendar year, did the organization maintain an office outside the United States? .....		X
If 'Yes,' enter the name of the foreign country ▶ _____		

**43** Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 — Check here  N/A and enter the amount of tax-exempt interest received or accrued during the tax year. .... ▶ **43** N/A

	Yes	No
<b>44a</b> Did the organization maintain any donor advised funds during the year? If 'Yes,' Form 990 must be completed instead of Form 990-EZ. ....		X
<b>b</b> Did the organization operate one or more hospital facilities during the year? If 'Yes,' Form 990 must be completed instead of Form 990-EZ. ....		X
<b>c</b> Did the organization receive any payments for indoor tanning services during the year? .....		X
<b>d</b> If 'Yes' to line 44c, has the organization filed a Form 720 to report these payments? If 'No,' provide an explanation in Schedule O. ....		
<b>45a</b> Did the organization have a controlled entity within the meaning of section 512(b)(13)? .....		X
<b>b</b> Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If 'Yes,' Form 990 and Schedule R may need to be completed instead of Form 990-EZ. See instructions. ....		X

46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If 'Yes,' complete Schedule C, Part I. Yes No  
 46 X

**Part VI Section 501(c)(3) Organizations Only**

All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI.

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If 'Yes,' complete Schedule C, Part II. Yes No  
 47 X

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If 'Yes,' complete Schedule E. Yes No  
 48 X

49a Did the organization make any transfers to an exempt non-charitable related organization? Yes No  
 49a X

b If 'Yes,' was the related organization a section 527 organization? Yes No  
 49b X

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees, and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter 'None.'

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
None				

f Total number of other employees paid over \$100,000

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter 'None.'

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation
None		

d Total number of other independent contractors each receiving over \$100,000

52 Did the organization complete Schedule A? Note: All section 501(c)(3) organizations must attach a completed Schedule A. Yes No  
 52 X Yes

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

**Sign Here**  
 Signature of officer: James Driver Date: \_\_\_\_\_  
 Type or print name and title: President

**Paid Preparer Use Only**  
 Print/Type preparer's name: Joseph A. Harris Preparer's signature: Joseph A. Harris Date: \_\_\_\_\_  
 Check  if self-employed PTIN: P01581533  
 Firm's name: Harris Accounting Corp. Firm's EIN: 46-3654510  
 Firm's address: 751 E Daily Dr Ste 225 Phone no.: 805-982-0827  
Camarillo, CA 93010

May the IRS discuss this return with the preparer shown above? See instructions. Yes No  
 53 X Yes

**SCHEDULE A**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Public Charity Status and Public Support**  
Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.  
▶ Attach to Form 990 or Form 990-EZ.  
▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2018**

Open to Public Inspection

Name of the organization <b>Camarillo Cougars</b>	Employer identification number <b>52-2457121</b>
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**Part I Reason for Public Charity Status** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1  A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2  A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990 or 990-EZ).)
- 3  A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4  A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: \_\_\_\_\_
- 5  An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6  A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7  An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8  A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9  An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: \_\_\_\_\_
- 10  An organization that normally receives: (1) more than 33-1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33-1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11  An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12  An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
  - a  **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. You must complete **Part IV, Sections A and B.**
  - b  **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). You must complete **Part IV, Sections A and C.**
  - c  **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). You must complete **Part IV, Sections A, D, and E.**
  - d  **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). You must complete **Part IV, Sections A and D, and Part V.**
  - e  Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
  - f Enter the number of supported organizations:
  - g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A)						
(B)						
(C)						
(D)						
(E)						
<b>Total</b>						

**BAA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.**  
TEEA0401L 06/07/18

**Schedule A (Form 990 or 990-EZ) 2018**

**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any 'unusual grants'.)	48,042.	120,147.	90,342.	199,166.	150,439.	608,136.
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf.						0.
3 The value of services or facilities furnished by a governmental unit to the organization without charge.						0.
4 <b>Total.</b> Add lines 1 through 3.	48,042.	120,147.	90,342.	199,166.	150,439.	608,136.
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f).						0.
6 <b>Public support.</b> Subtract line 5 from line 4.						608,136.

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
7 Amounts from line 4.	48,042.	120,147.	90,342.	199,166.	150,439.	608,136.
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources.						0.
9 Net income from unrelated business activities, whether or not the business is regularly carried on.						0.
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						0.
11 <b>Total support.</b> Add lines 7 through 10.						608,136.
12 Gross receipts from related activities, etc. (see instructions).					12	0.
13 <b>First five years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here. ▶ <input type="checkbox"/>						

**Section C. Computation of Public Support Percentage**

14 Public support percentage for 2018 (line 6, column (f) divided by line 11, column (f)).	14	100.00 %
15 Public support percentage from 2017 Schedule A, Part II, line 14.	15	0.00 %
16a <b>33-1/3% support test—2018.</b> If the organization did not check the box on line 13, and line 14 is 33-1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization. ▶ <input checked="" type="checkbox"/>		
b <b>33-1/3% support test—2017.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33-1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization. ▶ <input type="checkbox"/>		
17a <b>10%-facts-and-circumstances test—2018.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the 'facts-and-circumstances' test, check this box and stop here. Explain in Part VI how the organization meets the 'facts-and-circumstances' test. The organization qualifies as a publicly supported organization. ▶ <input type="checkbox"/>		
b <b>10%-facts-and-circumstances test—2017.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the 'facts-and-circumstances' test, check this box and stop here. Explain in Part VI how the organization meets the 'facts-and-circumstances' test. The organization qualifies as a publicly supported organization. ▶ <input type="checkbox"/>		
18 <b>Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions. ▶ <input type="checkbox"/>		

BAA

Schedule A (Form 990 or 990-EZ) 2018

**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any 'unusual grants.') .....						
<b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose. ....						
<b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513. ....						
<b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf. ....						
<b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge. ....						
<b>6</b> Total. Add lines 1 through 5. ....						
<b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons. ....						
<b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year. ....						
<b>c</b> Add lines 7a and 7b. ....						
<b>8</b> Public support. (Subtract line 7c from line 6.) .....						

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
<b>9</b> Amounts from line 6. ....						
<b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources. ....						
<b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975. ....						
<b>c</b> Add lines 10a and 10b. ....						
<b>11</b> Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on. ....						
<b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) .....						
<b>13</b> Total support. (Add lines 9, 10c, 11, and 12.) .....						
<b>14</b> First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here. ....						<input type="checkbox"/>

**Section C. Computation of Public Support Percentage**

<b>15</b> Public support percentage for 2018 (line 8, column (f), divided by line 13, column (f)) .....	<b>15</b>	<input type="checkbox"/>
<b>16</b> Public support percentage from 2017 Schedule A, Part III, line 15. ....	<b>16</b>	<input type="checkbox"/>

**Section D. Computation of Investment Income Percentage**

<b>17</b> Investment income percentage for 2018 (line 10c, column (f), divided by line 13, column (f)) .....	<b>17</b>	<input type="checkbox"/>
<b>18</b> Investment income percentage from 2017 Schedule A, Part III, line 17. ....	<b>18</b>	<input type="checkbox"/>

**19a 33-1/3% support tests—2018.** If the organization did not check the box on line 14, and line 15 is more than 33-1/3%, and line 17 is not more than 33-1/3%, check this box and stop here. The organization qualifies as a publicly supported organization. ....

**b 33-1/3% support tests—2017.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33-1/3%, and line 18 is not more than 33-1/3%, check this box and stop here. The organization qualifies as a publicly supported organization. ....

**20 Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions. ....

**Part IV Supporting Organizations**

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? If 'No,' describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If 'Yes,' explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If 'Yes,' answer (b) and (c) below.		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? If 'Yes,' describe in Part VI when and how the organization made the determination.		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If 'Yes,' explain in Part VI what controls the organization put in place to ensure such use.		
4a Was any supported organization not organized in the United States ('foreign supported organization')? If 'Yes' and if you checked 12a or 12b in Part I, answer (b) and (c) below.		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? If 'Yes,' describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? If 'Yes,' explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? If 'Yes,' answer (b) and (c) below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? If 'Yes,' provide detail in Part VI.		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? If 'Yes,' complete Part I of Schedule L (Form 990 or 990-EZ).		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? If 'Yes,' complete Part I of Schedule L (Form 990 or 990-EZ).		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? If 'Yes,' provide detail in Part VI.		
b Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? If 'Yes,' provide detail in Part VI.		
c Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If 'Yes,' provide detail in Part VI.		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? If 'Yes,' answer 10b below.		
b Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)		

**Part IV Supporting Organizations** (continued)

		Yes	No
11	Has the organization accepted a gift or contribution from any of the following persons?		
a	A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?		
b	A family member of a person described in (a) above?		
c	A 35% controlled entity of a person described in (a) or (b) above? If 'Yes' to a, b, or c, provide detail in Part VI.		

**Section B. Type I Supporting Organizations**

		Yes	No
1	Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If 'No,' describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
2	Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If 'Yes,' explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		

**Section C. Type II Supporting Organizations**

		Yes	No
1	Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If 'No,' describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		

**Section D. All Type III Supporting Organizations**

		Yes	No
1	Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
2	Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If 'No,' explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).		
3	By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If 'Yes,' describe in Part VI the role the organization's supported organizations played in this regard.		

**Section E. Type III Functionally Integrated Supporting Organizations**

1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).

a  The organization satisfied the Activities Test. Complete line 2 below.

b  The organization is the parent of each of its supported organizations. Complete line 3 below.

c  The organization supported a governmental entity. Describe in Part VI how you supported a government entity (see instructions).

2 Activities Test. Answer (a) and (b) below.

		Yes	No
a	Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If 'Yes,' then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.		
b	Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If 'Yes,' explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.		

3 Parent of Supported Organizations. Answer (a) and (b) below.

a	Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in Part VI.		
b	Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If 'Yes,' describe in Part VI the role played by the organization in this regard.		



**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

1  Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

<b>Section A – Adjusted Net Income</b>		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	<b>Adjusted Net Income</b> (subtract lines 5, 6, and 7 from line 4)	8	

<b>Section B – Minimum Asset Amount</b>		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	<b>Total</b> (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by .035.	6	
7	Recoveries of prior-year distributions	7	
8	<b>Minimum Asset Amount</b> (add line 7 to line 6)	8	

<b>Section C – Distributable Amount</b>			Current Year
1	Adjusted net income for prior year (from Section A, line 8, Column A)	1	
2	Enter 85% of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, Column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	<b>Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	

7  Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).

BAA

Schedule A (Form 990 or 990-EZ) 2018

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)**

<b>Section D – Distributions</b>	<b>Current Year</b>
1 Amounts paid to supported organizations to accomplish exempt purposes	
2 Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3 Administrative expenses paid to accomplish exempt purposes of supported organizations	
4 Amounts paid to acquire exempt-use assets	
5 Qualified set-aside amounts (prior IRS approval required)	
6 Other distributions (describe in Part VI). See instructions.	
7 <b>Total annual distributions.</b> Add lines 1 through 6.	
8 Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	
9 Distributable amount for 2018 from Section C, line 6	
10 Line 8 amount divided by line 9 amount	

<b>Section E – Distribution Allocations (see instructions)</b>	<b>(i) Excess Distributions</b>	<b>(ii) Underdistributions Pre-2018</b>	<b>(iii) Distributable Amount for 2018</b>
1 Distributable amount for 2018 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2018 (reasonable cause required – explain in Part VI). See instructions.			
3 Excess distributions carryover, if any, to 2018			
a From 2013 .....			
b From 2014 .....			
c From 2015 .....			
d From 2016 .....			
e From 2017 .....			
f <b>Total of lines 3a through e</b>			
g Applied to underdistributions of prior years			
h Applied to 2018 distributable amount			
i Carryover from 2013 not applied (see instructions)			
j <b>Remainder.</b> Subtract lines 3g, 3h, and 3i from 3f.			
4 Distributions for 2018 from Section D, line 7: \$			
a Applied to underdistributions of prior years			
b Applied to 2018 distributable amount			
c <b>Remainder.</b> Subtract lines 4a and 4b from 4.			
5 Remaining underdistributions for years prior to 2018, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.			
6 Remaining underdistributions for 2018. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.			
7 <b>Excess distributions carryover to 2019.</b> Add lines 3j and 4c.			
8 Breakdown of line 7:			
a Excess from 2014 .....			
b Excess from 2015 .....			
c Excess from 2016 .....			
d Excess from 2017 .....			
e Excess from 2018 .....			

BAA

**Part VI** **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

---

**SCHEDULE O**  
(Form 990 or 990-EZ)

**Supplemental Information to Form 990 or 990-EZ**

OMB No. 1545-0047

**2018**

Complete to provide information for responses to specific questions on Form 990 or 990-EZ or to provide any additional information.  
▶ Attach to Form 990 or 990-EZ.

Open to Public Inspection

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

Department of the Treasury  
Internal Revenue Service

Name of the organization  
**Camarillo Cougars**

Employer identification number  
**52-2457121**

**Form 990-EZ, Part I, Line 16**  
**Other Expenses**

Advertising and Promotion.....	\$ 4,080.
Cheer Competition.....	12,071.
Cheer Expenses - Other.....	16,532.
Coach Apparel.....	2,682.
Donation.....	50.
Equipment, Fields & Lights.....	16,325.
Insurance.....	3,576.
Merchandise.....	3,274.
Miscellaneous Program Fees.....	7,730.
Office Expenses.....	178.
Referee Fees.....	7,860.
Refunds.....	2,030.
Rent.....	300.
Sponsorship.....	500.
Supplies.....	495.
Trophies.....	908.
Uniforms - Cheer.....	30,497.
Uniforms - Football.....	31,259.
Website.....	399.
<b>Total</b>	<b>\$ 140,746.</b>

**Form 990-EZ, Part II, Line 24**  
**Other Assets**

	<u>Beginning</u>	<u>Ending</u>
Other Asset.....	\$ 949.	\$ 949.
<b>Total</b>	<b>\$ 949.</b>	<b>\$ 949.</b>

**Form 990-EZ, Part III - Organization's Primary Exempt Purpose**

To promote the meaning of team play.

**Form 990-EZ, Part IV**  
**List of Officers, Directors, Trustees, and Key Employees**

<u>Name and Title</u>	<u>Average Hours Per Week Devoted</u>	<u>Compensation</u>	<u>Health Benefits &amp; Contribution to EBP &amp; DC</u>	<u>Estimated Amount Of Other Compen.</u>
James Driver President	25	\$ 0.	\$ 0.	\$ 0.
Vanessa Webster-Smith Vice President	25	0.	0.	0.
Gregory Christine Treasurer	25	0.	0.	0.

Name of the organization <b>Camarillo Cougars</b>	Employer identification number <b>52-2457121</b>
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**Form 990-EZ, Part IV (continued)  
List of Officers, Directors, Trustees, and Key Employees**

<u>Name and Title</u>	<u>Average Hours Per Week Devoted</u>	<u>Compensation</u>	<u>Health Benefits &amp; Contribution to EPF &amp; DC</u>	<u>Estimated Amount Of Other Compen.</u>
Beatrice Driver Secretary	25	\$ 0.	\$ 0.	\$ 0.
Robyn Perry Director	25	0.	0.	0.
Angelica Carrasco Director	10	0.	0.	0.
Crystal Hart Director	10	0.	0.	0.
Maria Zamari Director	10	0.	0.	0.
Patty Harrington Director	25	0.	0.	0.
Antonio Skeeters Director	25	0.	0.	0.
Matthew Meints Director	10	0.	0.	0.
Janna Meints Director	10	0.	0.	0.
Eddie Magana Director	10	0.	0.	0.
Chanin Salcedo Director	10	0.	0.	0.
David Tracy Director	10	0.	0.	0.
Elizabeth Lordeo Director	10	0.	0.	0.
Sherri Dobbin Director	10	0.	0.	0.
<b>Total</b>		<b>\$ 0.</b>	<b>\$ 0.</b>	<b>\$ 0.</b>

**Form 990-EZ, Part V - Regarding Transfers Associated with Personal Benefit Contracts**

(a) Did the organization, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?..... No

Name of the organization

Employer identification number

**Camarillo Cougars**

**52-2457121**

**Form 990-EZ, Part V - Regarding Transfers Associated with Personal Benefit Contracts (continued)**

(b) Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?..... **No**

Voucher at bottom of page.

**DO NOT MAIL A PAPER COPY OF THE CORPORATE OR EXEMPT ORGANIZATION TAX RETURN WITH THE PAYMENT VOUCHER.**  
If the amount of payment is zero, do not mail this voucher.

**WHERE TO FILE:** Using black or blue ink, make check or money order payable to the 'Franchise Tax Board.' Write the corporation number, FEIN, CA SOS file number and '2018 FTB 3586' on the check or money order. Detach voucher below. Enclose, but **do not** staple, payment with voucher and mail to:

**FRANCHISE TAX BOARD  
PO BOX 942857  
SACRAMENTO CA 94257-0531**

Make all checks or money orders payable in U.S. dollars and drawn against a U.S. financial institution.

**WHEN TO FILE:** Corporations – File and Pay by the 15th day of the 4th month following the close of the taxable year.  
S corporations – File and Pay by the 15th day of the 3rd month following the close of the taxable year.  
Exempt organizations – File and Pay by the 15th day of the 5th month following the close of the taxable year.

When the due date falls on a weekend or holiday, the deadline to file and pay without penalty is extended to the next business day.

**ONLINE SERVICES:** Corporations can make payments online using Web Pay for Businesses. Corporations can make an immediate payment or schedule payments up to a year in advance. Go to [ftb.ca.gov/pay](http://ftb.ca.gov/pay) for more information.

----- DETACH HERE ----- IF NO PAYMENT IS DUE, DO NOT MAIL THIS VOUCHER ----- DETACH HERE -----  
**CAUTION:** You may be required to pay electronically, see instructions.

TAXABLE YEAR

**2018**

**Payment Voucher for Corporations and Exempt Organizations e-filed Returns**

CALIFORNIA FORM

**3586 (e-file)**

2933393 CAMA 52-2457121 000000000000 18 FORM 3  
TYB 01-01-18 TYE 12-31-18  
CAMARILLO COUGARS  
JAMES DRIVER  
79 DAILY DRIVE SUITE 303  
CAMARILLO CA 93010

(805) 444-5392

AMOUNT OF PAYMENT 10.

059

6181186

CACA1201L 12/12/18

FTB 3586 2018

California Exempt Organization Annual Information Return

Calendar Year 2018 or fiscal year beginning (mm/dd/yyyy) and ending (mm/dd/yyyy)
Corporation/Organization name: CAMARILLO COUGARS
California corporation number: 2933393
FEIN: 52-2457121
Street address (suite or room): 79 DAILY DRIVE SUITE 303
City: CAMARILLO
State: CA
Zip code: 93010

A First Return [ ] Yes [X] No
B Amended Return [ ] Yes [X] No
C IRC Section 4947(a)(1) trust [ ] Yes [X] No
D Final Information Return? [ ] Dissolved [ ] Surrendered (Withdrawn) [ ] Merged/Reorganized
E Check accounting method: 1 [X] Cash 2 [ ] Accrual 3 [ ] Other
F Federal return filed? 1 [ ] 990T 2 [ ] 990-PF 3 [ ] Sch H (990) 4 [ ] Other 990 series
G Is this a group filing? See instructions [ ] Yes [X] No
H Is this organization in a group exemption? If 'Yes,' what is the parent's name? [ ] Yes [X] No
I Did the organization have any changes to its guidelines not reported to the FTB? See instructions [ ] Yes [X] No
J If exempt under R&TC Section 23701d, has the organization engaged in political activities? See instructions [ ] Yes [X] No
K Is the organization exempt under R&TC Section 23701g? [ ] Yes [X] No
L If organization is a public charity exempt under R&TC Section 23701d and meets the filing fee exception, check box. No filing fee is required [ ]
M Is the organization a Limited Liability Company? [ ] Yes [X] No
N Did the organization file Form 100 or Form 109 to report taxable income? [ ] Yes [X] No
O Is the organization under audit by the IRS or has the IRS audited in a prior year? [ ] Yes [X] No
P Is federal Form 1023/1024 pending? [ ] Yes [ ] No Date filed with IRS

Part I Complete Part I unless not required to file this form. See General Information B and C.

Table with 17 rows and 3 columns: Description, Line Number, Amount.
1 Gross sales or receipts from other sources. From Side 2, Part II, line 8. 1 152,090.
2 Gross dues and assessments from members and affiliates. 2
3 Gross contributions, gifts, grants, and similar amounts received. 3
4 Total gross receipts for filing requirement test. Add line 1 through line 3. This line must be completed. If the result is less than \$50,000, see General Information B... 4 152,090.
5 Cost of goods sold. 5 369.
6 Cost or other basis, and sales expenses of assets sold. 6
7 Total costs. Add line 5 and line 6. 7 369.
8 Total gross income. Subtract line 7 from line 4. 8 151,721.
9 Total expenses and disbursements. From Side 2, Part II, line 18. 9 146,175.
10 Excess of receipts over expenses and disbursements. Subtract line 9 from line 8. 10 5,546.
11 Total payments. 11
12 Use tax. See General Information K. 12
13 Payments balance. If line 11 is more than line 12, subtract line 12 from line 11. 13
14 Use tax balance. If line 12 is more than line 11, subtract line 11 from line 12. 14
15 Filing fee \$10 or \$25. See General Information F. 15 10.
16 Penalties and interest. See General Information J. 16
17 Balance due. Add line 12, line 15, and line 16. Then subtract line 11 from the result. 17 10.

Sign Here: Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.
Signature of officer: JOSEPH A. HARRIS
Title: PRESIDENT
Date:
Telephone: (805) 444-5392
PTIN: P01581533
Firm's FEIN: 46-3654510
Telephone: 805-982-0827
Paid Preparer's Use Only: Preparer's signature: JOSEPH A. HARRIS
Firm's name (or yours, if self-employed) and address: HARRIS ACCOUNTING CORP, 751 E DAILY DR STE 225, CAMARILLO, CA 93010
Check if self-employed: [ ]
May the FTB discuss this return with the preparer shown above? See instructions [X] Yes [ ] No



**Part II Organizations with gross receipts of more than \$50,000 and private foundations regardless of amount of gross receipts – complete Part II or furnish substitute information.**

Receipts from Other Sources	1	Gross sales or receipts from all business activities. See instructions.	1	
	2	Interest	2	
	3	Dividends	3	
	4	Gross rents	4	
	5	Gross royalties	5	
	6	Gross amount received from sale of assets (See Instructions)	6	
	7	Other income. Attach schedule. SEE STATEMENT 1	7	152,090.
	8	Total gross sales or receipts from other sources. Add line 1 through line 7. Enter here and on Side 1, Part I, line 1	8	152,090.
Expenses and Disbursements	9	Contributions, gifts, grants, and similar amounts paid. Attach schedule	9	
	10	Disbursements to or for members	10	
	11	Compensation of officers, directors, and trustees. Attach schedule. SEE STMT 2	11	0.
	12	Other salaries and wages	12	
	13	Interest	13	
	14	Taxes	14	
	15	Rents	15	
	16	Depreciation and depletion (See instructions)	16	
	17	Other Expenses and Disbursements. Attach schedule. SEE STATEMENT 3	17	146,175.
	18	Total expenses and disbursements. Add line 9 through line 17. Enter here and on Side 1, Part I, line 9	18	146,175.

Schedule L. Balance Sheet		Beginning of taxable year		End of taxable year	
		(a)	(b)	(c)	(d)
<b>Assets</b>					
1	Cash		100,056.		105,602.
2	Net accounts receivable				
3	Net notes receivable				
4	Inventories				
5	Federal and state government obligations				
6	Investments in other bonds				
7	Investments in stock				
8	Mortgage loans				
9	Other investments. Attach schedule				
10a	Depreciable assets				
	b Less accumulated depreciation				
11	Land				
12	Other assets. Attach schedule. STM 4		949.		949.
13	Total assets		101,005.		106,551.
<b>Liabilities and net worth</b>					
14	Accounts payable				
15	Contributions, gifts, or grants payable				
16	Bonds and notes payable				
17	Mortgages payable				
18	Other liabilities. Attach schedule				
19	Capital stock or principal fund		101,005.		106,551.
20	Paid-in or capital surplus. Attach reconciliation				
21	Retained earnings or income fund				
22	Total liabilities and net worth		101,005.		106,551.

**Schedule M-1 Reconciliation of income per books with income per return**

Do not complete this schedule if the amount on Schedule L, line 13, column (d), is less than \$50,000.

1	Net income per books	5,546.	7	Income recorded on books this year not included in this return. Attach schedule	
2	Federal income tax		8	Deductions in this return not charged against book income this year, Attach schedule	
3	Excess of capital losses over capital gains		9	Total. Add line 7 and line 8	
4	Income not recorded on books this year. Attach schedule		10	Net income per return. Subtract line 9 from line 6	5,546.
5	Expenses recorded on books this year not deducted in this return. Attach schedule				
6	Total. Add line 1 through line 5	5,546.			

**IF PAID ELECTRONICALLY: DO NOT FILE THIS FORM**

**WHERE TO FILE:** Using black or blue ink, make check or money order payable to the 'Franchise Tax Board.' Write the California corporation number, FEIN, or CA SOS file number and '2018 FTB 3539' on the check or money order. Detach form below. Enclose, but do not staple, the payment with the form and mail to:

**FRANCHISE TAX BOARD  
PO BOX 942857  
SACRAMENTO CA 94257-0531**

Make all checks or money orders payable in U.S. dollars and drawn against a U.S. financial institution.

**WHEN TO FILE:** Calendar year C corporations – File and Pay by April 15, 2019  
Calendar year S corporations – File and Pay by March 15, 2019  
Calendar year exempt organizations – File and Pay by May 15, 2019  
Employees' trust and IRA – File and Pay by April 15, 2019  
Fiscal year filers – See instructions

When the due date falls on a weekend or holiday, the deadline to file and pay without penalty is extended to the next business day.

**ONLINE SERVICES:** Make payments online using Web Pay for Businesses. Corporations or exempt organizations can make an immediate payment or schedule payments up to a year in advance. Go to [ftb.ca.gov/pay](http://ftb.ca.gov/pay) for more information.

----- DETACH HERE ----- IF NO PAYMENT IS DUE, DO NOT MAIL THIS FORM ----- DETACH HERE -----

**CAUTION:** You may be required to pay electronically, see instructions.

TAXABLE YEAR

**Payment for Automatic Extension  
for Corporations and Exempt Organizations**

CALIFORNIA FORM

**2018**

**3539 (CORP)**

2933393 CAMA 52-2457121 000000000000 18 FORM 3  
TYB 01-01-2018 TYE 12-31-2018  
CAMARILLO COUGARS  
JAMES DRIVER  
79 DAILY DRIVE SUITE 303  
CAMARILLO CA 93010

(805) 444-5392

AMOUNT OF PAYMENT 10.

Camarillo Cougars

52-2457121

**Statement 1**  
**Form 199, Part II, Line 7**  
**Other Income**

Income from Special Events.....	\$	1,651.
Program Service Revenue.....		<u>150,439.</u>
<b>Total</b>	<b>\$</b>	<b><u>152,090.</u></b>

**Statement 2**  
**Form 199, Part II, Line 11**  
**Compensation of Officers, Directors, Trustees and Key Employees**

**Current Officers:**

Name and Address	Title and Average Hours Per Week Devoted	Total Compen- sation	Contri- bution to EBP & DC	Expense Account/ Other
James Driver 79 Daily Dr. #303 Camarillo, CA 93010	President 25.00	\$ 0.	\$ 0.	0.
Vanessa Webster-Smith 79 Daily Dr. #303 Camarillo, CA 93010	Vice President 25.00	0.	0.	0.
Gregory Christine 79 Daily Dr. #303 Camarillo, CA 93010	Treasurer 25.00	0.	0.	0.
Beatrice Driver 79 Daily Dr. #303 Camarillo, CA 93010	Secretary 25.00	0.	0.	0.
Robyn Perry 79 Daily Dr. #303 Camarillo, CA 93010	Director 25.00	0.	0.	0.
Angelica Carrasco 79 Daily Dr. #303 Camarillo, CA 93010	Director 10.00	0.	0.	0.
Crystal Hart 79 Daily Dr. #303 Camarillo, CA 93010	Director 10.00	0.	0.	0.
Maria Zamari 79 Daily Dr. #303 Camarillo, CA 93010	Director 10.00	0.	0.	0.
Patty Harrington 79 Daily Dr. #303 Camarillo, CA 93010	Director 25.00	0.	0.	0.

**Statement 2 (continued)**  
**Form 199, Part II, Line 11**  
**Compensation of Officers, Directors, Trustees and Key Employees**

**Current Officers:**

<u>Name and Address</u>	<u>Title and Average Hours Per Week Devoted</u>	<u>Total Compensation</u>	<u>Contri- bution to EBP &amp; DC</u>	<u>Expense Account/ Other</u>
Antonio Skeeters 79 Daily Dr. #303 Camarillo, CA 93010	Director 25.00	\$ 0.	\$ 0.	\$ 0.
Matthew Meints 79 Daily Dr. #303 Camarillo, CA 93010	Director 10.00	0.	0.	0.
Janna Meints 79 Daily Dr. #303 Camarillo, CA 93010	Director 10.00	0.	0.	0.
Eddie Magana 79 Daily Dr. #303 Camarillo, CA 93010	Director 10.00	0.	0.	0.
Chanin Salcedo 79 Daily Dr. #303 Camarillo, CA 93010	Director 10.00	0.	0.	0.
David Tracy 79 Daily Dr. #303 Camarillo, CA 93010	Director 10.00	0.	0.	0.
Elizabeth Lordeo 79 Daily Dr. #303 Camarillo, CA 93010	Director 10.00	0.	0.	0.
Sherri Dobbin 79 Daily Dr. #303 Camarillo, CA 93010	Director 10.00	0.	0.	0.
<b>Total</b>		<u>\$ 0.</u>	<u>\$ 0.</u>	<u>\$ 0.</u>

**Statement 3**  
**Form 199, Part II, Line 17**  
**Other Expenses**

Accounting Fees.....	\$ 600.
Advertising and Promotion.....	4,080.
Cheer Competition.....	12,071.
Cheer Expenses - Other.....	16,532.
Coach Apparel.....	2,682.
Donation.....	50.
Equipment, Fields & Lights.....	16,325.
Insurance.....	3,576.
Merchandise.....	3,274.
Miscellaneous Program Fees.....	7,730.
Office Expenses.....	178.

Statement 3 (continued)  
Form 199, Part II, Line 17  
Other Expenses

Other fees.....	\$	583.
Referee Fees.....		7,860.
Refunds.....		2,030.
Rent.....		300.
Special Event Expenses.....		4,246.
Sponsorship.....		500.
Supplies.....		495.
Trophies.....		908.
Uniforms - Cheer.....		30,497.
Uniforms - Football.....		31,259.
Website.....		399.
Total	\$	<u>146,175.</u>

Statement 4  
Form 199, Schedule L, Line 12  
Other Assets

Other Asset.....		949.
Total	\$	<u>949.</u>

Date Accepted

DO NOT MAIL THIS FORM TO THE FTB

TAXABLE YEAR

California e-file Return Authorization for Exempt Organizations

FORM

2018

8453-EO

Exempt Organization name

CAMARILLO COUGARS

Identifying number

52-2457121

Part I Electronic Return Information (whole dollars only)

Table with 3 rows: 1 Total gross receipts (Form 199, line 4) 152,090; 2 Total gross income (Form 199, line 8) 151,721; 3 Total expenses and disbursements (Form 199, Line 9) 146,175.

Part II Settle Your Account Electronically for Taxable Year 2018

4 [ ] Electronic funds withdrawal 4a Amount 4b Withdrawal date (mm/dd/yyyy)

Part III Banking Information (Have you verified the exempt organization's banking information?)

5 Routing number 6 Account number 7 Type of account: [ ] Checking [ ] Savings

Part IV Declaration of Officer

I authorize the exempt organization's account to be settled as designated in Part II. If I check Part II, Box 4, I authorize an electronic funds withdrawal for the amount listed on line 4a.

Under penalties of perjury, I declare that I am an officer of the above exempt organization and that the information I provided to my electronic return originator (ERO), transmitter, or intermediate service provider and the amounts in Part I above agree with the amounts on the corresponding lines of the exempt organization's 2018 California electronic return. To the best of my knowledge and belief, the exempt organization's return is true, correct, and complete. If the exempt organization is filing a balance due return, I understand that if the Franchise Tax Board (FTB) does not receive full and timely payment of the exempt organization's fee liability, the exempt organization will remain liable for the fee liability and all applicable interest and penalties. I authorize the exempt organization return and accompanying schedules and statements be transmitted to the FTB by the ERO, transmitter, or intermediate service provider. If the processing of the exempt organization's return or refund is delayed, I authorize the FTB to disclose to the ERO or intermediate service provider the reason(s) for the delay.

Sign Here

Signature of officer

Date

PRESIDENT

Title

Part V Declaration of Electronic Return Originator (ERO) and Paid Preparer. See instructions.

I declare that I have reviewed the above exempt organization's return and that the entries on form FTB 8453-EO are complete and correct to the best of my knowledge. (If I am only an intermediate service provider, I understand that I am not responsible for reviewing the exempt organization's return. I declare, however, that form FTB 8453-EO accurately reflects the data on the return.) I have obtained the organization officer's signature on form FTB 8453-EO before transmitting this return to the FTB; I have provided the organization officer with a copy of all forms and information that I will file with the FTB, and I have followed all other requirements described in FTB Pub. 1345, 2018 Handbook for Authorized e-file Providers. I will keep form FTB 8453-EO on file for four years from the due date of the return or four years from the date the exempt organization return is filed, whichever is later, and I will make a copy available to the FTB upon request. If I am also the paid preparer, under penalties of perjury, I declare that I have examined the above exempt organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

ERO Must Sign

ERO's signature: JOSEPH A. HARRIS; Date; Check if also paid preparer [X]; Check if self-employed [ ]; ERO's PTIN: P01581533; Firm's name: HARRIS ACCOUNTING CORP; Address: 751 E DAILY DR STE 225 CAMARILLO CA; FEIN: 46-3654510; ZIP code: 93010

Under penalties of perjury, I declare that I have examined the above organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

Paid Preparer Must Sign

Paid preparer's signature; Date; Check if self-employed [ ]; Paid preparer's PTIN; Firm's name; Address; FEIN; ZIP code

For Privacy Notice, get FTB 1131 ENG/SP.

FTB 8453-EO 2018



**PLEASANT VALLEY RECREATION & PARK DISTRICT  
COMMUNITY SERVICE ORGANIZATION ANNUAL UPDATE FORM**

**NAME OF ORGANIZATION:** Camarillo Cougars

A representative from your Organization must attend the following PVRPD Board Meeting on:  
Wednesday, \_\_\_\_\_ at 6:00pm at the City of Camarillo Council Chambers (601 Carmen Dr.)

OFFICERS	NAME	ADDRESS	PHONE
President	<u>James Driver</u>	<u>1480 Fairway Drive, Camarillo</u>	<u>(805) 444-5392</u>
Vice President	<u>Antonio Skeelers</u>	<u>300 Mike Loza, Apt.206, Camarillo</u>	<u>(805) 946-4045</u>
Treasurer	<u>Beatrice Driver</u>	<u>1480 Fairway Drive, Camarillo</u>	<u>(805) 444-4073</u>
Secretary	<u>Ashley Holloway</u>	<u>437 Flen Leaf Ave, Camarillo</u>	<u>(805) 323-6890</u>

Number of participants last year: \_\_\_\_\_ Primary Season: 247 Secondary Season: \_\_\_\_\_  
 Projected number of participants in upcoming year: \_\_\_\_\_ Primary Season: 200 Secondary Season: \_\_\_\_\_

What day and time are Board Meetings held? Day: Thursday Time: 7:00  
 Address where Board Meetings are held? 601 E. Daily Drive  
 Are Board Members elected or appointed? Elected: X Appointed: \_\_\_\_\_  
 When are new Board Members elected? Month: December  
 When are new Board Members installed? Month: January

**Organization must attach a signed copy of Form 990 (Return of Organization Exempt From Income Tax) and Organization's current Bylaws when submitting this form**

Changes Organization has made from previous year:  
None


Please provide any comments for the PVRPD Board of Directors:  
The Camarillo Cougars remains grateful for the continued support of the Pleasant Valley Park & Recreation District's Board of Directors, staff and members. We could not do this without you.

Please complete and return the Annual Update Form by \_\_\_\_\_ to:  
 Pleasant Valley Recreation & Park District  
 Recreation Services Department  
 1605 E. Burnley Street  
 Camarillo, CA 93010

Phone: (805) 482-1996

Submitted By: James Driver

Signature: \_\_\_\_\_





## **BYLAWS**

**For the regulation, except as otherwise provided by statute or its Articles of Incorporation,**

**OF**

**CAMARILLO COUGARS,**

**a California nonprofit public benefit corporation**

### **ARTICLE I** **OFFICES**

#### **Section 1. Principal Office.**

The Corporation's principal office shall be fixed and located at such place as the Board of Directors (also referred to as "the Board") shall determine. The Board is granted full power and authority to change said principal office from one location to another.

#### **Section 2. Other Offices.**

Branch or subordinate offices may be established at any time by the Board at any place or places.

### **ARTICLE II** **MEMBERSHIP**

#### **Section 1. Members.**

The Corporation shall have no members. Any action which would otherwise require approval by a majority of all members or approval by the members shall require only approval of the Board. All rights which would otherwise vest in the members shall vest in the directors.

#### **Section 2. Associates.**

Nothing in this Article II shall be construed as limiting the right of the Corporation to refer to persons associated with it as "members" even though such persons are not members, and no such reference shall constitute anyone as a member, within the meaning of Section 5056 of the California Corporations Code (hereinafter called "the Code"). The Corporation may confer by amendment of its Articles of Incorporation or of these Bylaws some or all of the rights of a member, as set forth in the Code, upon any person or persons who do not have the right to vote for the election of directors or on a disposition of substantially all of the assets of the Corporation or on a merger or on a dissolution or on changes to the Corporation's Articles of Incorporation or Bylaws, but no such person shall be a member within the meaning of Section 5056 of the Code.

## **ARTICLE III** **DIRECTORS**

### **Section 1. Powers.**

Subject to limitations of the Code, the Articles of Incorporation and these Bylaws, the activities and affairs of the Corporation shall be conducted and all corporate powers shall be exercised by or under the direction of the Board. The Board may delegate the management of the activities of the Corporation to any person or persons, a management company, or committees however composed, provided that the activities and affairs of the Corporation shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board. Without prejudice to such general powers, but subject to the same limitations, it is hereby expressly declared that the Board shall have the following powers in addition to the other powers enumerated in these Bylaws:

- A. To select and remove all the other officers, agents, and employees of the Corporation, prescribe powers and duties for them as may not be inconsistent with law, the Articles, or these Bylaws, fix their compensation, and require from them security for faithful service.
- B. To conduct, manage, and control the affairs and activities of the Corporation and to make such rules and regulations therefor not inconsistent with law, the Articles of Incorporation, or these Bylaws, as they may deem best.
- C. To adopt, make and use a corporate seal and to alter the form of such seal from time to time as they may deem best.
- D. To borrow money and incur indebtedness for the purposes of the Corporation, and to cause to be executed and delivered therefor, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, or other evidences of debt and securities therefore.
- E. To carry on a business at a profit and apply any profit that results from the business activity to any activity in which it may lawfully engage.

### **Section 2. Number of Directors.**

The authorized number of directors shall be fourteen (14), until changed by amendment of the Articles of Incorporation or by a Bylaw.

### **Section 3. Election and Term of Office.**

Directors shall be elected at each annual meeting of the Board. Each director shall serve until the next annual meeting of the Board and until a successor has been elected and qualified.

**Section 4. Vacancies.**

Subject to the provisions of Section 5226 of the Code, any director may resign effective upon giving written notice to the Chairman of the Board, the President, the Secretary, or the Board, unless the notice specifies a later time for the effectiveness of such resignation. If the resignation is effective at a future time, a successor may be selected before such time, to take office when the resignation becomes effective.

Vacancies in the Board shall be filled in the same manner as the director(s) whose office is vacant was selected, provided that vacancies to be filled by election by directors may be filled by a majority of the remaining directors, although less than a quorum, or by a sole remaining director. Each director so selected shall hold office until the expiration of the term of the replaced director and until a successor has been selected and qualified.

A vacancy or vacancies in the Board shall be deemed to exist in case of the death, resignation, or removal of any director, or if the authorized number of directors is increased.

The Board may declare vacant the office of a director who has been declared of unsound mind by a final order of court, or convicted of a felony, or found by a final order of judgment of any court to have breached any duty arising under the Code.

No reduction of the authorized number of directors shall have the effect of removing any director prior to the expiration of the director's term of office.

**Section 5. Place of Meeting.**

Meetings of the Board shall be held at any place within or without the State of California which has been designated from time to time by the Board. In the absence of such designation, regular meetings shall be held at the principal office of the Corporation.

**Section 6. Annual Meetings.**

The Board shall hold an annual meeting for the purpose of organization, selection of directors and officers, and the transaction of other business. Annual meetings of the Board shall be held without call or notice on a date and at such time and place as shall be fixed by a resolution duly adopted by the Board of Directors. The Board may select a weekend or holiday as its meeting date.

**Section 7. Regular Meetings.**

Regular meetings of the Board shall be held without call or notice on such dates and at such times as may be fixed by the Board.

**Section 8. Special Meetings.**

Special meetings of the Board for any purpose or purposes may be called at any time by the Chairman of the Board, the President, any Vice President, the Secretary, or any two directors.

Special meetings of the Board shall be held upon four (4) days notice by first-class mail or forty-eight (48) hours notice given personally or by telephone, telegraph, telex, or other similar means of communication. Any such notice shall be addressed or delivered to each director at such director's address as it is shown upon the records of the Corporation or as may have been given to the Corporation by the director for purposes of notice or, if such address is not shown on such records or is not readily ascertainable, at the place in which the meetings of the directors are regularly held.

Notice by mail shall be deemed to have been given at the time a written notice is deposited in the United States mails, postage prepaid. Any other written notice shall be deemed to have been given at the time it is personally delivered to the recipient or is delivered to a common carrier for transmission, or actually transmitted by the person giving the notice by electronic means to the recipient. Oral notice shall be deemed to have been given at the time it is communicated, in person or by telephone or wireless, to the recipient or to a person at the office of the recipient who the person giving the notice has reason to believe will promptly communicate it to the receiver.

#### Section 9. Quorum.

A majority of the authorized number of directors shall constitute a quorum of the Board for the transaction of business, except to adjourn as provided in Section 12 of this Article III. Every act or decision done or made by a majority of the directors present at a meeting duly held at which a quorum is present shall be regarded as the act of the Board, unless a greater number is required by law or by the Articles of Incorporation, except as provided in the next sentence. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of directors, if any action taken is approved by at least a majority of the required quorum for such meeting.

#### Section 10. Participation in Meetings by Conference Telephone.

Members of the Board may participate in a meeting through use of conference telephone or similar communications equipment, so long as all members participating in such meeting can hear one another.

#### Section 11. Waiver of Notice.

Notice of a meeting need not be given to any director who signs a waiver of notice or a written consent to holding the meeting or an approval of the minutes thereof, whether before or after the meeting, or who attends the meeting without protesting, prior thereto or at its commencement, the lack of notice to such director. All such waivers, consents, and approvals shall be filed with the corporate records or made a part of the minutes of the meeting.

#### Section 12. Adjournment.

A majority of the directors present, whether or not a quorum is present, may adjourn any directors meeting to another time and place. Notice of the time and place of holding an adjourned meeting need not be given to absent directors if the time and place is fixed at the meeting adjourned, except as provided in the next sentence. If the meeting is

adjourned for more than twenty-four (24) hours, notice of any adjournment to another time or place shall be given prior to the time of the adjourned meeting to the directors who were not present at the time of the adjournment.

**Section 13. Action Without Meeting.**

Any action required or permitted to be taken by the Board may be taken without a meeting if all members of the Board shall individually or collectively consent in writing to such action. Such consent or consents shall have the same effect as a unanimous vote of the Board and shall be filed with the minutes of the proceedings of the Board.

**Section 14. Committees.**

The Board may appoint one or more committees, each consisting of two or more directors, and delegate to such committees any of the authority of the Board except with respect to:

- A. The approval of any action for which the Code also requires approval of the members or approval of a majority of all members;
- B. The filling of vacancies on the Board on any committee;
- C. The amendment or repeal of Bylaws or the adoption of new Bylaws;
- D. The amendment or repeal of any resolution of the Board which by its express terms is not so amendable or repealable;
- E. The appointment of other committees of the Board or the members thereof;

Any such committee must be created, and the members thereof appointed, by resolution adopted by a majority of the authorized number of directors then in office, provided a quorum is present, and any such committee may be designated an Executive Committee or by such other name as the Board shall specify. The Board may appoint, in the same manner, alternate members of any committee who may replace any absent member at any meeting of the committee. Each committee shall have the power to prescribe the manner in which its proceedings shall be conducted. Unless the Board or such committee shall otherwise provide, the regular and special meetings and other actions of any such committee shall be governed by the provisions of this Article III applicable to meetings and actions of the Board. Minutes shall be kept of each meeting of each committee.

**ARTICLE IV  
OFFICERS**

**Section 1. Officers.**

The officers of the Corporation shall be a President, a Secretary, and a Treasurer. The Corporation may also have, at the discretion of the Board; a Chairman of the Board, one or more Vice Presidents, one or more Assistant Secretaries, one or more Assistant

Treasurers, and such other officers as may be elected or appointed in accordance with the provisions of Section 3 of this Article IV. Any number of offices may be held by the same person except as provided in the Articles of Incorporation or in these Bylaws except that neither the Secretary nor the Treasurer may serve concurrently as the President or Chairman of the Board.

**Section 2. Election.**

The officers of the Corporation, except such officers as may be elected or appointed in accordance with the provisions of Section 3 or Section 5 of this Article IV, shall be chosen annually by, and shall serve at the pleasure of, the Board, and shall hold their respective offices until their resignation, removal, or other disqualification from service, or until their respective successors shall be elected.

**Section 3. Subordinate Officers.**

The Board may elect, and may empower the President to appoint, such other officers as the business of the Corporation may require, each of whom shall hold office for such period, have such authority, and perform such duties as are provided in these Bylaws or as the Board may from time to time determine.

**Section 4. Removal and Resignation.**

Any officer may be removed, either with or without cause, by the Board at any time or, except in the case of an officer chosen by the Board, by any officer upon whom such power of removal may be conferred by the Board. Any such removal shall be without prejudice to the rights, if any, of the officer under any contract of employment of the officer.

Any officer may resign at any time by giving written notice to the Corporation, but without prejudice to the rights, if any, of the Corporation under any contract to which the officer is a party. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

**Section 5. Vacancies.**

A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these Bylaws for regular election or appointment to such office, provided that such vacancies shall be filled as they occur and not on an annual basis.

**Section 6. Chairman of the Board.**

The Chairman of the Board, if there is such an officer, shall, if present, preside at all meetings of the Board and exercise and perform such other powers and duties as may be from time to time assigned by the Board.

**Section 7. President.**

Subject to such powers, if any, as may be given by the Board to the Chairman of the Board, if there is such an officer, the President is the general manager and chief executive officer of the Corporation and has, subject to the control of the Board, general supervision, direction, and control of the business and the officers of the Corporation. In the absence of the Chairman of the Board, or if there is none, the President shall preside at all meetings of the Board. The President has the general powers and duties of management usually vested in the office of President and general manager of a corporation and such other powers and duties as may be prescribed by the Board.

**Section 8. Vice Presidents.**

In the absence or disability of the President, the Vice Presidents, if any are appointed, in order of their rank as fixed by the Board or, if not ranked, the Vice President designated by the Board, shall perform all the duties of the President, and, when so acting, shall have all the powers of, and be subject to all the restrictions upon, the President. The Vice Presidents shall have such other powers and perform such other duties as from time to time may be prescribed for them respectively by the Board.

**Section 9. Secretary.**

The Secretary shall keep or cause to be kept, at the principal office or such other place as the Board may order, a book of minutes of all meetings of the Board and its committees, with the time and place of holding, whether regular or special, and if special, how authorized, the notice thereof given, the names of those present at Board and Committee meetings, and the proceedings. The Secretary shall keep, or cause to be kept, at the principal office in the State of California the original or a copy of the Corporation's Articles and Bylaws, as amended to date.

The Secretary shall give, or cause to be given, notice of all meetings of the Board and any committees thereof required by these Bylaws or by law to be given, shall keep the seal of the Corporation in safe custody, and shall have such other powers and perform such other duties as may be prescribed by the Board.

**Section 10. Treasurer.**

The Treasurer is the Chief Financial Officer of the Corporation and shall keep and maintain, or cause to be kept and maintained, adequate and correct accounts of the properties and business transactions of the Corporation. The books of account shall at all times be open to inspection by any director.

The Treasurer shall deposit all monies and other valuables in the name and to the credit of the Corporation with such depositaries as may be designated by the Board. The Treasurer shall disburse the funds of the Corporation as may be ordered by the Board, shall render to the President and the directors, whenever they request it, an account of all transactions as Treasurer of the financial condition of the Corporation, and shall have such other powers and perform such other duties as may be prescribed by the Board.

**ARTICLE V**  
**CHEER BOARD**

**Section 1. Cheer Status**

Cheer will maintain a separate and independent Bank Account which will remain under the auspice of the Camarillo Cougars Youth Football and Cheer Program. All funds collected by cheer will be considered property of the Camarillo Cougars Youth Football and Cheer Program as defined by our articles of incorporation. And as such all activities, planned actions must be brought the General Board of the Organization for review and all expenditures must be brought to the General Board of Camarillo Cougars Youth Football and Cheer Program for a vote of approval.

The Cheer Program will collect all cheer registration fees. Out of these fees the Cheer program will pay to the greater Camarillo Cougars Youth Football and Cheer Organization General Fund the Cheers percentage of organizational operating costs, which will include but not be limited to; yearly insurance costs, yearbook costs, field rental cost - both for practice and games, advertising costs, including marketing and website costs, yearly fee and dues, etc. The cheer percentage of these costs will be determined by the ratio of cheerleaders to football players in the organization of the year in question.

**Example:** There are 160 football players and 80 cheerleaders. The cheer program will pay 33% of all advertising/marketing costs and 33% of the yearly insurance costs, and 33% of all other determined operational costs and expenses. A payment will be made in full each January, no later than the January Board meeting, for expenses accrued for the prior calendar year.

**Section 2 Cheer Structure**

The Cheer Board will have at least 5 members. Cheer President, Cheer Vice President, Cheer Secretary, Cheer Treasurer and Cheer Communication Director. The Cheer Program may elect to have additional positions. If such positions are voted on and approved by the Cheer Board, a notification of this must be submitted to the Camarillo Cougars Youth Football and Cheer General Board of Directors. Elections for these positions will be held every December and follow the same guidelines as elected positions for the Camarillo Cougars Youth Football and Cheer Organization. The New Board will take office and begin duties on the date of the January Cheer Board Meeting. A complete list of Cheer Board of Directors will be submitted to the General Board of Directors Secretary at the January General Board Meeting. The Cheer President will be the General Board of Directors Cheer Director and will be voted on and approved by the Cougar Organization as with all other Board of Director positions. The Cheer Board will have one vote at the General Board of Directors Monthly Meetings. Any Cheer Executive Board member, who has been reported as a board member in January, may cast the Director of Cheers vote at a General Board meeting provided the Cheer Director has notified the General Board of Directors Secretary of the proxy authority prior to the Board meeting in question. Except for the Cheer Director, a member of the Cheer Board cannot hold a position on the General Board of Directors.



The Cougar Cheer Board will remain under the umbrella of the Camarillo Cougars Youth Football and Cheer Organizations Articles of Incorporation and its 501C(3) tax status. As such the Cheer Board will operate all meetings under the meeting guidelines of the Camarillo Cougars Youth Football and Cheer Organization and will follow all rules and regulations listed the Constitution and Rule and Bylaws when conducting any and all business on behalf of the Camarillo Cougars Cheer Program.

### **Section 3. Cheer Preseident**

Presides at all meetings of the Cheer Board and attend all Meeting of the General Board of Directors. Responsible to have a representative at all Camarillo Cougar General Assembly Board Meetings. This person will also hold the title of Cheer Director with the Camarillo Cougars Youth Football and Cheer Board of Directors.

### **Section 4. Cheer Vice President:**

In the absence or disability of the President, the Vice Presidents, if any are appointed, in order of their rank as fixed by the Board or, if not ranked, the Vice President designated by the Board, shall perform all the duties of the President, and, when so acting, shall have all the powers of, and be subject to all the restrictions upon, the President. The Vice Presidents shall have such other powers and perform such other duties as from time to time may be prescribed for them respectively by the Board.

### **Section 5. Cheer Secretary:**

The Secretary shall keep or cause to be kept, at the principal office or such other place as the Cheer Board may order, a book of minutes of all meetings of the Board and its committees, with the time and place of holding, whether regular or special, and if special, how authorized, the notice thereof given, the names of those present at Board and Committee meetings, and the proceedings. The Secretary shall give, or cause to be given, notice of all meetings of the Board to all Cheer Board Members and the President and Vice President of the Camarillo Cougars Youth Football and Cheer Organization and shall provide a copy of all minutes to the Secretary of the Camarillo Cougars Youth Football and Cheer Organization prior to the next meeting of the Camarillo Cougars General Board of Directors.

### **Section 6. Cheer Treasurer:**

This Cheer Treasurer will be responsible for all cheer finances, all forms of income and all forms of expenses will be monitored and recorded by the Cheer Treasurer. A yearly budget will be provided to the General Cougar Board at the February meeting for approval. This budget will include estimated revenue and estimate expenses. A monthly financial report included totals for expenses, revenue and account balance will be reported at each Cougar Board Meeting. Comprehensive Quarterly reports will be submitted to the Cougar Treasurer and report at the Quarterly Board Meetings of March, June, September and December. Copies of the monthly bank statements will be provided to the Cougar Board of Directors Treasurer on a monthly basis. A complete and Final Yearly Financial Cheer Expense Report for the previous Calendar year will be submitted no Later than the January Camarillo Cougars General Board Meeting.

- A. As required by the Camarillo Cougar Charter, there will be three names filed with the bank on the Cheer Checking Account. Those will be the names of the

Cougar Board President, the Cougar Board Treasurer and the Cheer Board Treasurer. Two names will be required on all payments or withdrawals from the Cheer account. All requests for fund expenses must be brought to the Camarillo Cougar General Board for an approval vote as with all other expenses.

- B. As long as Cheer remains under the general 501C(3) for the Camarillo Cougars Football and Cheer Organization all funds on the Cheer checking account remain the property of the Camarillo Cougars Football and Cheer Organization and will be treated as all other funds of the Camarillo Cougars Football and Cheer Organization.

#### Section 7. Cheer Communications Director (Head Cheer Mom)

The Communication Manager will be responsible for making sure that every Cheer team has a Cheer Mom and a Cheer Book. The cheer book will contain a copy of the Cheerleaders registration form and Medical Release for and a full complement of contact numbers and e-mail addresses. (Same as each football team) The Communication Manager will be responsible for making sure all the Cheer Directors plans and scheduled events get properly disseminated to the cheer teams. It is recommended the Cheer Communication Manager attend Cougar Board Meetings and stay in close contact with the Cougar Communication Director.

- A. Each Cheer team must have a Cheer Mom, who is present at every practice and Game with the Cheer Book. As with football, if the Cheer Team Mom is unable to attend a practice or game she must have a back-up present who is in possession of the cheer team book.

#### Section 8. Cheer Merchandise Manager

If cheer wants to sell cheer merchandise a Cheer Merchandise director must be appointed who will manage the purchasing and selling as well as reporting of income to the Cheer Treasurer. Since the Cheer will now have its own bank account the Cheer Merchandise cannot be run and operated by the Football Merchandise Manager. The Cheer Merchandise Manager will need to keep his/her own separate account records and schedule the merchandise sales times and location. There will be no mingling of merchandise funds between football and Cheer.

### ARTICLE VI

#### OTHER PROVISIONS

##### Section 1. Endorsement of Documents.

Subject to the provisions of applicable law, any notice, mortgage, evidence of indebtedness, contract, conveyance, or other instrument in writing and any assignment or endorsement thereof executed or entered into between the Corporation and any other person, when signed by the Chairman of the Board or the President and by the Secretary or the Treasurer of the Corporation shall be valid and binding on the Corporation in the absence of actual knowledge on the part of the other person or persons that the signing officers had no authority to execute the same. Any such instruments may be signed by any other person or persons and in such manner as from time to time shall be determined

by the Board, and, unless so authorized by the Board, no officer, agent, or employee shall have any power or authority to bind the Corporation by any contract or engagement or to pledge its credit or to render it liable for any purpose or amount.

## **ARTICLE VII** **INDEMNIFICATION**

### **Section 1. Definitions.**

For the purposes of this Article VI, "agent" means any person who is or was a director, officer, employee, or other agent of the Corporation, or is or was serving at the request of the Corporation as a director, officer, employee, or agent of another foreign or domestic corporation, partnership, joint venture, trust, or other enterprise, or was a director, officer, employee, or agent of a foreign or domestic corporation which was a predecessor corporation of the Corporation or of another enterprise at the request of such predecessor corporation; "proceeding" means any threatened, pending, or completed action or proceeding, whether civil, criminal, administrative, or investigative; and "expenses" includes without limitation attorneys' fees and any expenses of establishing a right to indemnification under Section 4 or 5(b) of this Article VI.

### **Section 2. Indemnification in Actions by Third Parties.**

The Corporation shall have power to indemnify any person who was or is a party or is threatened to be made a party to any proceeding (other than an action by or in the right of the Corporation to procure a judgment in its favor, an action brought under Section 5233 of the Code, or an action brought by the Attorney General or a person granted relator status by the Attorney General for any breach of duty relating to assets held in charitable trust), by reason of the fact that such person is or was an agent of the Corporation, against expenses, judgments, fines, settlements, and other amounts actually and reasonably believed to be in the best interests of the Corporation and, in the case of a criminal proceeding, has no reasonable cause to believe the conduct of such person was unlawful. The termination of any proceeding by judgment, order, settlement, conviction, or upon a plea of no lo contendere or its equivalent shall not, of itself, create a presumption that the person did not act in good faith and in a manner which the person reasonably believed to be in the best interests of the Corporation or that the person had reasonable cause to believe that the person's conduct was unlawful.

### **Section 3. Indemnification in Actions by or in the Right of the Corporation.**

The Corporation shall have the power to indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending, or completed action by or in the right of the Corporation, or brought under Section 5233 of the Code, or brought by the Attorney General or a person granted relator status by the Attorney General for breach of duty relating to assets held in charitable trust, to procure a judgment in its favor by reason of the fact that such person is or was an agent of the Corporation, against expenses actually and reasonably incurred by such person believed to be in the best interests of the Corporation, and with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances. No indemnification shall be made under this Section 3:

- A. In respect of any claim, issue, or matter as to which such person shall have been judged to be liable to the Corporation in the performance of such person's duty to the Corporation, unless and only to the extent that the court in which such proceeding is or was pending shall determine upon application that, in view of all the circumstances of the case, such person is fairly and reasonably entitled to indemnity for the expenses which such court shall determine;
- B. Of amounts paid in settling or otherwise disposing of a threatened or pending action, with or without court approval; or
- C. Of expenses incurred in defending a threatened or pending action which is settled or otherwise disposed of without court approval, unless it is settled with the approval of the Attorney General.

**Section 4. Indemnification Against Expenses.**

To the extent that an agent of the Corporation has been successful on the merits in defense of any proceeding referred to in Section 2 or 3 of this Article VI or in defense of any claim, issue, or matter therein, the agent shall be indemnified against expenses actually and reasonably incurred by the agent in connection therewith.

**Section 5. Required Determinations.**

Except as provided in Section 4 of this Article VI any indemnification under this Article VI shall be made by the Corporation only if authorized in the specific case, upon a determination that indemnification of the agent is proper in the circumstances because the agent has met the applicable standard of conduct set forth in Section 2 or 3 of this Article VI, by:

- A. A majority vote of a quorum consisting of directors who are not parties to such proceeding; or
- B. The court in which such proceeding is or was pending upon application made by the Corporation or the agent or the attorney or other person rendering services in connection with the defense, whether or not such application by the agent, attorney, or other person is opposed by the Corporation.

**Section 6. Advance of Expenses.**

Expenses incurred in defending any proceeding may be advanced by the Corporation prior to the final disposition of such proceeding upon receipt of an undertaking by or on behalf of the agent to repay such amount unless it shall be determined ultimately that the agent is entitled to be indemnified as authorized in this Article VI.

**Section 7. Other Indemnification.**

No provision made by the Corporation to indemnify its or its subsidiary's directors or officers for the defense of any proceeding, whether contained in the Articles, Bylaws, a resolution of members or directors, an agreement, or otherwise, shall be valid unless consistent with this Article VI. Nothing contained in this Article VI shall affect any right to indemnification to which persons other than such directors and officers may be entitled by contract or otherwise.

**Section 8. Forms of Indemnification Not Permitted.**

No indemnification or advance shall be made under this Article VI, except as provided in Section 4 or 5(b), in any circumstances where it appears:

- A. That it would be inconsistent with a provision of the Articles of Incorporation, these Bylaws, or an agreement in effect at the time of the accrual of the alleged cause of action asserted in the proceeding in which the expenses were incurred or other amounts were paid, which prohibits or otherwise limits indemnification; or
- B. That it would be inconsistent with any condition expressly imposed by a court in approving a settlement.

**Section 9. Insurance.**

The Corporation shall have power to purchase and maintain insurance on behalf of any agent of the Corporation against any liability asserted against or incurred by the agent in such capacity or arising out of the agent's status as such whether or not the Corporation would have the power to indemnify the agent against such liability under the provisions of this Article VI, provided, however, that a corporation shall have no power to purchase and maintain such insurance to indemnify any agent of the Corporation for a violation of Section 5233 of the Code.

**Section 10. Nonapplicability to Fiduciaries of Employee Benefit Plans.**

This Article VI does not apply to any proceeding against any trustee, investment manager, or other fiduciary of any employee benefit plan in such person's capacity as such, even though such person may also be an agent of the Corporation as defined in Section 1 of this Article VI. The Corporation shall have power to indemnify such trustee, investment manager, or other fiduciary to the extent permitted by the Code.

**ARTICLE VIII  
REGISTRATION**

**Section 1.**

All youth meeting the age weight requirement as set by the GCYFL are eligible for participation in the Camarillo Cougars. Cheerleaders will be not younger than 5 years and not older than 15 years.

**Section 2.**

- A. Chapter fees will be determined by the board prior to the advertisement of registration.
- B. Fees will be based on fair value and not be dependent on influences other than those directly associated to the Camarillo Cougars.
- C. Fees can be made by cash, check or credit card. Credit card and online registration may be subject to additional fees. Any returned payment must be made whole within one week of notification or participant will be dropped.

### Section 3. Reimbursement

- A. A refund will be offered to any player or cheerleader deciding not to participate prior to June 15 of the season, less administrative fees of \$25 per participant. A 50% refund will be offered from June 15 to July 15. No refunds will be offered after July 15. Verbal communications will not be accepted.
- B. Refunds will only be accepted if notification is received, prior to the dates listed above, in writing to either 79 Daily Drive #303 Camarillo, CA 93010 or by E-Mail at [info@camarilocougars.com](mailto:info@camarilocougars.com)
- C. Participants that sustain an injury prior to mandatory conditioning week that would preclude them from participating may be eligible for a 50% refund. Request must have a doctor's note describing the injury. Final decision will be made by the Camarillo Cougars Board of directors.
- D. Players that move after the July 15 date are not eligible for a refund unless required by a branch of the Armed Forces of the United States.

### Section 4. Registration

- A. Registration dates will be set by the board during the December meeting for the following year.
- B. On-line registration will be available two weeks prior to the first walk-in date and will be disabled the evening before first walk-in registration.
- C. All on-line registers will be required to attend one of the first two walk-in registrations to verify age and weight. Players failing to show may be dropped.
- D. Scholarships will be granted as per a point system (see Appendix). The total scholarships available being not more than 4% of the total football registrants.

#### D.1. Point System to Determine Scholarship Recipients

With this system the priority will go to the new player who has never played for a Cougar team, followed by whomever participates the most in activities throughout the season (parent or child), with less and less priority going to the player who has received assistance in the past.

- New player- receives = **4 points**
- Returning player but never a scholarship = **2 points**
- Parent(s) participated in the main fundraiser the previous year = **1 point.**
- Parent(s) participated in the end of season banquet = **1 point.**
- If they received a scholarship in previous years = **deduct 1 point / year received**
- Returning equipment on time and complete. = **1 Point**
- If more than one sibling is requesting a scholarship, the points are divided by the number requesting, or
- Total for the family can be put towards one scholarship for prioritization.

Highest totals receive priority for assistance.

In the event of a tie at the cut-off point amount, a lottery will be held for those with the same amount of points for the remaining available scholarships. (Number of scholarships determined as per by-laws)

Examples:

- Billy is a new player – never played for the Cougars. (4)  
Total 4.0 pts
  - Randy played last year but did not receive a scholarship (2)  
His parent(s) participated in the car wash (1)  
He returned his equipment on time (1)  
Total 4.0 pts
  - Dave received a scholarship last year (-1) His  
Parent(s) participated in the car wash (1)  
Returned his equipment on time (1)  
Total 1.0 pts
    - Alex and Jim are brothers who both requested scholarships  
Alex is a new player (4)  
Jim played last year and received a scholarship (-1)  
Their parent (s) participated in the fundraiser last year (1)  
Total 3.0 pts/2 1.5 pts each OR 3 pts towards one
- E. Size of the chapter will be limited to field availability and players and division make-up will be determined by the board depending on the age/weight distribution of registrants. The board reserves the right to change the total size at any time prior to the first of June by majority vote.

## **ARTICLE IX**

### **PLAYER PARTICIPATION**

#### **Section 1. Conditions for Play**

- A. Each player must be seen by a physician and have the Camarillo Cougar physical form signed prior to the first official practice.
- B. Players who have not complied with section A will not be allowed to practice.
- C. Players not submitting a physical form prior to equipment distribution may be dropped with no reimbursement.
- D. Any player who has not notified, in writing, a hardship that would result in the player not attending the first two weeks of official practice will be dropped with no return of fees.

#### **Section 2. Weight and Draft**

- A. Players who are above the weight limit for the division signed up for will be moved to the higher division only after board approval.
- B. Players who do not make weight and are not eligible for fee reimbursement.
- C. No player will be allowed to change teams after the draft without board approval. Transfer request must be submitted to the board no later than the Monday following the draft and must contain explicit reasons for the action.
- D. Players will be placed in their proper Age and Weight Division by the Board .exception may be made for players whose parent is coaching in a different division.



Form **990**

**Return of Organization Exempt From Income Tax**

OMB No. 1545-0047

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

**2018**

Department of the Treasury  
Internal Revenue Service

Do not enter social security numbers on this form as it may be made public.  
Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

Open to Public Inspection

**A** For the 2018 calendar year, or tax year beginning **SEP 1, 2018** and ending **AUG 31, 2019**

<p><b>B</b> Check if applicable:</p> <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	<p><b>C</b> Name of organization <b>CAMARILLO BASEBALL SOFTBALL ASSOCIATION</b></p> <p>Doing business as</p> <p>Number and street (or P.O. box if mail is not delivered to street address) Room/suite <b>P.O. BOX 2814</b></p> <p>City or town, state or province, country, and ZIP or foreign postal code <b>CAMARILLO, CA 93011</b></p> <p><b>F</b> Name and address of principal officer: <b>STEPHEN M. SMITH</b> <b>SAME AS C ABOVE</b></p>	<p><b>D</b> Employer identification number <b>95-3585562</b></p> <p><b>E</b> Telephone number <b>805-389-3330</b></p> <p><b>G</b> Gross receipts \$ <b>486,774.</b></p> <p><b>H(a)</b> Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  <b>H(b)</b> Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No                  If "No," attach a list. (see instructions)  <b>H(c)</b> Group exemption number ▶</p>
<p><b>I</b> Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) ( ) (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527</p> <p><b>J</b> Website: ▶ <b>WWW.CAMPONYBASEBALL.ORG</b></p> <p><b>K</b> Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other ▶ <b>L</b> Year of formation: <b>1979</b> <b>M</b> State of legal domicile: <b>CA</b></p>		

**Part I Summary**

	<p><b>1</b> Briefly describe the organization's mission or most significant activities: <b>BASEBALL LEAGUE FOR YOUTH.</b></p> <p><b>2</b> Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.</p>				
Activities & Governance	<b>3</b> Number of voting members of the governing body (Part VI, line 1a) .....	<b>3</b>		<b>12</b>	
	<b>4</b> Number of independent voting members of the governing body (Part VI, line 1b) .....	<b>4</b>		<b>12</b>	
	<b>5</b> Total number of individuals employed in calendar year 2018 (Part V, line 2a) .....	<b>5</b>		<b>0</b>	
	<b>6</b> Total number of volunteers (estimate if necessary) .....	<b>6</b>		<b>300</b>	
	<b>7a</b> Total unrelated business revenue from Part VIII, column (C), line 12 .....	<b>7a</b>		<b>0.</b>	
	<b>b</b> Net unrelated business taxable income from Form 990-T, line 38 .....	<b>7b</b>		<b>0.</b>	
	Revenue	<b>8</b> Contributions and grants (Part VIII, line 1h) .....	<b>Prior Year</b>		<b>Current Year</b>
<b>9</b> Program service revenue (Part VIII, line 2g) .....		<b>11,975.</b>		<b>6,500.</b>	
<b>10</b> Investment income (Part VIII, column (A), lines 3, 4, and 7d) .....		<b>333,989.</b>		<b>325,691.</b>	
<b>11</b> Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e) .....		<b>0.</b>		<b>0.</b>	
<b>12</b> Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12) .....		<b>-1,021.</b>		<b>45,008.</b>	
		<b>344,943.</b>		<b>377,199.</b>	
Expenses	<b>13</b> Grants and similar amounts paid (Part IX, column (A), lines 1-3) .....	<b>0.</b>		<b>0.</b>	
	<b>14</b> Benefits paid to or for members (Part IX, column (A), line 4) .....	<b>0.</b>		<b>0.</b>	
	<b>15</b> Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10) .....	<b>0.</b>		<b>0.</b>	
	<b>16a</b> Professional fundraising fees (Part IX, column (A), line 11e) .....	<b>0.</b>		<b>0.</b>	
	<b>b</b> Total fundraising expenses (Part IX, column (D), line 25) ▶ <b>1,864.</b>				
	<b>17</b> Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e) .....	<b>335,850.</b>		<b>320,922.</b>	
<b>18</b> Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25) .....	<b>335,850.</b>		<b>320,922.</b>		
<b>19</b> Revenue less expenses. Subtract line 18 from line 12 .....	<b>9,093.</b>		<b>56,277.</b>		
Net Assets or Fund Balances	<b>20</b> Total assets (Part X, line 16) .....	<b>Beginning of Current Year</b>		<b>End of Year</b>	
	<b>21</b> Total liabilities (Part X, line 26) .....	<b>160,070.</b>		<b>222,363.</b>	
	<b>22</b> Net assets or fund balances. Subtract line 21 from line 20 .....	<b>15,308.</b>		<b>21,324.</b>	
	<b>144,762.</b>		<b>201,039.</b>		

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

<b>Sign Here</b>	Signature of officer <b>STEPHEN M. SMITH, TREASURER</b> Type or print name and title	Date	
<b>Paid Preparer Use Only</b>	Print/Type preparer's name	Preparer's signature	Date
	Firm's name ▶	Firm's EIN ▶	Check <input type="checkbox"/> if self-employed
	Firm's address ▶	Phone no.	PTIN

May the IRS discuss this return with the preparer shown above? (see instructions)  Yes  No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III

1 Briefly describe the organization's mission:
BASEBALL LEAGUE FOR YOUTH.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? No

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? No

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code: ) (Expenses \$ 302,670. including grants of \$ ) (Revenue \$ 325,691.)
TO PROVIDE AN ORGANIZATION OF INSTRUCTIONAL AND COMPETITIVE BASEBALL LEAGUES FOR BOYS AND GIRLS AGES 5 TO 17. ABOUT 850 KIDS PARTICIPATED.

4b (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

4c (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

4d Other program services (Describe in Schedule O.) (Expenses \$ including grants of \$ ) (Revenue \$ )

4e Total program service expenses 302,670.

**Part IV Checklist of Required Schedules**

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i>	X	
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ?		X
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I</i>		X
4 <b>Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II</i>		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? <i>If "Yes," complete Schedule C, Part III</i>		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I</i>		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II</i>		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i>		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV</i>		X
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? <i>If "Yes," complete Schedule D, Part V</i>		X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI</i>	X	
b Did the organization report an amount for investments - other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII</i>		X
c Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII</i>		X
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX</i>		X
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X</i>	X	
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X</i>		X
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII</i>		X
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional</i>		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i>		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV</i>		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV</i>		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV</i>		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I</i>		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i>	X	
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i>		X
20a Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i>		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>		X

**Part IV Checklist of Required Schedules** (continued)

		Yes	No
22	Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III		X
23	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J		X
24a	Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a		X
b	Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
24b			
c	Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
24c			
d	Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
24d			
25a	<b>Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.</b> Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I		X
b	Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		X
25b			X
26	Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? If "Yes," complete Schedule L, Part II		X
27	Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part III		X
28	Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a	A current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
28a			X
b	A family member of a current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
28b			X
c	An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? If "Yes," complete Schedule L, Part IV		X
28c			X
29	Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M		X
30	Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M		X
31	Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I		X
32	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II		X
33	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I		X
34	Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1		X
35a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b	If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2		
35b			
36	<b>Section 501(c)(3) organizations.</b> Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2		X
37	Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI		X
38	Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? <b>Note.</b> All Form 990 filers are required to complete Schedule O	X	

**Part V Statements Regarding Other IRS Filings and Tax Compliance**

Check if Schedule O contains a response or note to any line in this Part V

		Yes	No
1a	Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable		
1a			0
b	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable		
1b			0
c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	X	
1c		X	

**Part V** Statements Regarding Other IRS Filings and Tax Compliance (continued)

		Yes	No
<b>2a</b>	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return		
	<b>2a</b> 0		
<b>b</b>	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? <b>Note.</b> If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	<b>2b</b>	
<b>3a</b>	Did the organization have unrelated business gross income of \$1,000 or more during the year?	<b>3a</b>	X
<b>b</b>	If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation in Schedule O	<b>3b</b>	
<b>4a</b>	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	<b>4a</b>	X
<b>b</b>	If "Yes," enter the name of the foreign country: _____ See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
<b>5a</b>	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	<b>5a</b>	X
<b>b</b>	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	<b>5b</b>	X
<b>c</b>	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	<b>5c</b>	
<b>6a</b>	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	<b>6a</b>	X
<b>b</b>	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	<b>6b</b>	
<b>7</b>	<b>Organizations that may receive deductible contributions under section 170(c).</b>		
<b>a</b>	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	<b>7a</b>	X
<b>b</b>	If "Yes," did the organization notify the donor of the value of the goods or services provided?	<b>7b</b>	
<b>c</b>	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	<b>7c</b>	X
<b>d</b>	If "Yes," indicate the number of Forms 8282 filed during the year	<b>7d</b>	
<b>e</b>	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	<b>7e</b>	X
<b>f</b>	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	<b>7f</b>	X
<b>g</b>	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	<b>7g</b>	
<b>h</b>	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	<b>7h</b>	
<b>8</b>	<b>Sponsoring organizations maintaining donor advised funds.</b> Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	<b>8</b>	
<b>9</b>	<b>Sponsoring organizations maintaining donor advised funds.</b>		
<b>a</b>	Did the sponsoring organization make any taxable distributions under section 4966?	<b>9a</b>	
<b>b</b>	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	<b>9b</b>	
<b>10</b>	<b>Section 501(c)(7) organizations.</b> Enter:		
<b>a</b>	Initiation fees and capital contributions included on Part VIII, line 12	<b>10a</b>	
<b>b</b>	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	<b>10b</b>	
<b>11</b>	<b>Section 501(c)(12) organizations.</b> Enter:		
<b>a</b>	Gross income from members or shareholders	<b>11a</b>	
<b>b</b>	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	<b>11b</b>	
<b>12a</b>	<b>Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041?	<b>12a</b>	
<b>b</b>	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	<b>12b</b>	
<b>13</b>	<b>Section 501(c)(29) qualified nonprofit health insurance issuers.</b>		
<b>a</b>	Is the organization licensed to issue qualified health plans in more than one state? <b>Note.</b> See the instructions for additional information the organization must report on Schedule O.	<b>13a</b>	
<b>b</b>	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	<b>13b</b>	
<b>c</b>	Enter the amount of reserves on hand	<b>13c</b>	
<b>14a</b>	Did the organization receive any payments for indoor tanning services during the tax year?	<b>14a</b>	X
<b>b</b>	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	<b>14b</b>	
<b>15</b>	Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? If "Yes," see instructions and file Form 4720, Schedule N.	<b>15</b>	X
<b>16</b>	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? If "Yes," complete Form 4720, Schedule O.	<b>16</b>	X

**Part VI Governance, Management, and Disclosure** For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI

**Section A. Governing Body and Management**

		Yes	No
<b>1a</b>	Enter the number of voting members of the governing body at the end of the tax year ..... <b>1a</b> 12		
	If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.		
<b>b</b>	Enter the number of voting members included in line 1a, above, who are independent ..... <b>1b</b> 12		
<b>2</b>	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee? .....		X
<b>3</b>	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person? .....		X
<b>4</b>	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed? .....		X
<b>5</b>	Did the organization become aware during the year of a significant diversion of the organization's assets? .....		X
<b>6</b>	Did the organization have members or stockholders? .....	X	
<b>7a</b>	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body? .....	X	
<b>b</b>	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body? .....		X
<b>8</b>	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
<b>a</b>	The governing body? .....	X	
<b>b</b>	Each committee with authority to act on behalf of the governing body? .....	X	
<b>9</b>	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O .....		X

**Section B. Policies** (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
<b>10a</b>	Did the organization have local chapters, branches, or affiliates? .....		X
<b>b</b>	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes? .....		
<b>11a</b>	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form? .....	X	
<b>b</b>	Describe in Schedule O the process, if any, used by the organization to review this Form 990.		
<b>12a</b>	Did the organization have a written conflict of interest policy? If "No," go to line 13 .....		X
<b>b</b>	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts? .....		
<b>c</b>	Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done .....		
<b>13</b>	Did the organization have a written whistleblower policy? .....		X
<b>14</b>	Did the organization have a written document retention and destruction policy? .....		X
<b>15</b>	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
<b>a</b>	The organization's CEO, Executive Director, or top management official .....		X
<b>b</b>	Other officers or key employees of the organization .....		X
	If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).		
<b>16a</b>	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year? .....		X
<b>b</b>	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements? .....		

**Section C. Disclosure**

- 17** List the states with which a copy of this Form 990 is required to be filed ► CA
- 18** Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.  
 Own website  Another's website  Upon request  Other (explain in Schedule O)
- 19** Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20** State the name, address, and telephone number of the person who possesses the organization's books and records ►  
 RENE S. RANDEL, CPA - 805-389-3330  
 1601 CARMEN DRIVE, SUITE 213, CAMARILLO, CA 93010

**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

Check if Schedule O contains a response or note to any line in this Part VII

**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former** directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) DOUG KUBISKE SECRETARY	3.00	X		X				0.	0.	0.
(2) ALEX MATHIS VICE PRESIDENT	3.00	X		X				0.	0.	0.
(3) PHIL POULSEN DIRECTOR	3.00	X						0.	0.	0.
(4) DAN SPRAGUE DIRECTOR	3.00	X						0.	0.	0.
(5) MICHAEL SALAZAR DIRECTOR	3.00	X						0.	0.	0.
(6) STEPHEN SMITH TREASURER	3.00	X		X				0.	0.	0.
(7) SHAE KIRK DIRECTOR	3.00	X						0.	0.	0.
(8) SHANNON YANEZ DIRECTOR	3.00	X						0.	0.	0.
(9) JOHNNY LOVATO PRESIDENT	3.00	X		X				0.	0.	0.
(10) CHARLIE SOLOMON DIRECTOR	3.00	X						0.	0.	0.
(11) DEREK BROOKS DIRECTOR	3.00	X						0.	0.	0.
(12) CATRINA LOVATO DIRECTOR	3.00	X						0.	0.	0.
(13) DAVE GRODIN DIRECTOR	3.00	X						0.	0.	0.
(14) STACY MATHIS DIRECTOR	3.00	X						0.	0.	0.

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

Table with 6 main columns: (A) Name and title, (B) Average hours per week, (C) Position (Individual trustee or director, Institutional trustee, Officer, Key employee, Highest compensated employee, Former), (D) Reportable compensation from the organization (W-2/1099-MISC), (E) Reportable compensation from related organizations (W-2/1099-MISC), (F) Estimated amount of other compensation from the organization and related organizations. Includes sub-totals for lines 1b, 1c, and 1d.

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization 0

Table with 3 columns: Question, Yes, No. Contains questions 3, 4, and 5 regarding compensation reporting and related organizations.

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

Table with 3 columns: (A) Name and business address, (B) Description of services, (C) Compensation. Row 1 contains 'NONE' in column A.

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization 0



**Part VIII Statement of Revenue**

Check if Schedule O contains a response or note to any line in this Part VIII

			(A)	(B)	(C)	(D)	
			Total revenue	Related or exempt function revenue	Unrelated business revenue	Revenue excluded from tax under sections 512-514	
Contributions, Gifts, Grants and Other Similar Amounts	1 a	Federated campaigns	1a				
	b	Membership dues	1b				
	c	Fundraising events	1c				
	d	Related organizations	1d				
	e	Government grants (contributions)	1e				
	f	All other contributions, gifts, grants, and similar amounts not included above	1f	6,500.			
	g	Noncash contributions included in lines 1a-1f: \$					
	h	<b>Total.</b> Add lines 1a-1f		6,500.			
Program Service Revenue	2 a	MEMBERSHIP DUES & ASSE	Business Code 722515	325,691.	325,691.		
	b						
	c						
	d						
	e						
	f	All other program service revenue					
	g	<b>Total.</b> Add lines 2a-2f		325,691.			
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts)					
	4	Income from investment of tax-exempt bond proceeds					
	5	Royalties					
	6 a	Gross rents	(i) Real				
			(ii) Personal				
			b	Less: rental expenses			
			c	Rental income or (loss)			
	d	Net rental income or (loss)					
	7 a	Gross amount from sales of assets other than inventory	(i) Securities				
			(ii) Other				
			b	Less: cost or other basis and sales expenses			
			c	Gain or (loss)			
	d	Net gain or (loss)					
	8 a	Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18	a	154,583.			
	b	Less: direct expenses	b	109,575.			
c	Net income or (loss) from fundraising events		45,008.		45,008.		
9 a	Gross income from gaming activities. See Part IV, line 19	a					
b	Less: direct expenses	b					
c	Net income or (loss) from gaming activities						
10 a	Gross sales of inventory, less returns and allowances	a					
		b	Less: cost of goods sold	b			
		c	Net income or (loss) from sales of inventory				
Miscellaneous Revenue		Business Code					
11 a							
b							
c							
d	All other revenue						
e	<b>Total.</b> Add lines 11a-11d						
12	<b>Total revenue.</b> See instructions		377,199.	325,691.	0.	45,008.	

**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21 ...				
2 Grants and other assistance to domestic individuals. See Part IV, line 22 .....				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16 .....				
4 Benefits paid to or for members .....				
5 Compensation of current officers, directors, trustees, and key employees .....				
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) .....				
7 Other salaries and wages .....				
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits .....				
10 Payroll taxes .....				
11 Fees for services (non-employees):				
a Management .....				
b Legal .....				
c Accounting .....				
d Lobbying .....				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees .....				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)				
12 Advertising and promotion .....				
13 Office expenses .....	8,020.		8,020.	
14 Information technology .....				
15 Royalties .....				
16 Occupancy .....	18,638.	14,910.	1,864.	1,864.
17 Travel .....				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials ...				
19 Conferences, conventions, and meetings .....				
20 Interest .....				
21 Payments to affiliates .....				
22 Depreciation, depletion, and amortization .....				
23 Insurance .....	9,716.	8,744.	972.	
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a <b>FIELD MAINTENANCE</b>	132,514.	132,514.		
b <b>UMPIRES</b>	52,425.	52,425.		
c <b>UNIFORMS &amp; EQUIPMENT</b>	47,359.	47,359.		
d <b>TOURNAMENTS</b>	34,181.	34,181.		
e All other expenses	18,069.	12,537.	5,532.	
25 <b>Total functional expenses.</b> Add lines 1 through 24e	320,922.	302,670.	16,388.	1,864.
26 <b>Joint costs.</b> Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.				

Check here  if following SOP 98-2 (ASC 858-720)

**Part X Balance Sheet**

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year	
<b>Assets</b>	<b>1</b> Cash - non-interest-bearing .....	150,591.	<b>1</b>	212,884.	
	<b>2</b> Savings and temporary cash investments .....		<b>2</b>		
	<b>3</b> Pledges and grants receivable, net .....		<b>3</b>		
	<b>4</b> Accounts receivable, net .....		<b>4</b>		
	<b>5</b> Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L .....		<b>5</b>		
	<b>6</b> Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instr). Complete Part II of Sch L .....		<b>6</b>		
	<b>7</b> Notes and loans receivable, net .....		<b>7</b>		
	<b>8</b> Inventories for sale or use .....		<b>8</b>		
	<b>9</b> Prepaid expenses and deferred charges .....		<b>9</b>		
	<b>10a</b> Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D .....	<b>10a</b> 71,330.			
	<b>b</b> Less: accumulated depreciation .....	<b>10b</b> 61,851.	9,479.	<b>10c</b> 9,479.	
	<b>11</b> Investments - publicly traded securities .....		<b>11</b>		
	<b>12</b> Investments - other securities. See Part IV, line 11 .....		<b>12</b>		
	<b>13</b> Investments - program-related. See Part IV, line 11 .....		<b>13</b>		
	<b>14</b> Intangible assets .....		<b>14</b>		
	<b>15</b> Other assets. See Part IV, line 11 .....		<b>15</b>		
<b>16</b> <b>Total assets.</b> Add lines 1 through 15 (must equal line 34) .....		160,070.	<b>16</b>	222,363.	
<b>Liabilities</b>	<b>17</b> Accounts payable and accrued expenses .....	581.	<b>17</b>	823.	
	<b>18</b> Grants payable .....		<b>18</b>		
	<b>19</b> Deferred revenue .....		<b>19</b>		
	<b>20</b> Tax-exempt bond liabilities .....		<b>20</b>		
	<b>21</b> Escrow or custodial account liability. Complete Part IV of Schedule D .....		<b>21</b>		
	<b>22</b> Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L .....		<b>22</b>		
	<b>23</b> Secured mortgages and notes payable to unrelated third parties .....		<b>23</b>		
	<b>24</b> Unsecured notes and loans payable to unrelated third parties .....		<b>24</b>		
	<b>25</b> Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D .....		14,727.	<b>25</b>	20,501.
	<b>26</b> <b>Total liabilities.</b> Add lines 17 through 25 .....		15,308.	<b>26</b>	21,324.
<b>Net Assets or Fund Balances</b>	<b>Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.</b>				
	<b>27</b> Unrestricted net assets .....	144,762.	<b>27</b>	201,039.	
	<b>28</b> Temporarily restricted net assets .....		<b>28</b>		
	<b>29</b> Permanently restricted net assets .....		<b>29</b>		
	<b>Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.</b>				
	<b>30</b> Capital stock or trust principal, or current funds .....		<b>30</b>		
	<b>31</b> Paid-in or capital surplus, or land, building, or equipment fund .....		<b>31</b>		
	<b>32</b> Retained earnings, endowment, accumulated income, or other funds .....		<b>32</b>		
<b>33</b> <b>Total net assets or fund balances</b> .....		144,762.	<b>33</b>	201,039.	
<b>34</b> <b>Total liabilities and net assets/fund balances</b> .....		160,070.	<b>34</b>	222,363.	

**Part XI Reconciliation of Net Assets**

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	377,199.
2	Total expenses (must equal Part IX, column (A), line 25)	2	320,922.
3	Revenue less expenses. Subtract line 2 from line 1	3	56,277.
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	144,762.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	201,039.

**Part XII Financial Statements and Reporting**

Check if Schedule O contains a response or note to any line in this Part XII

	Yes	No
1 Accounting method used to prepare the Form 990: <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
2a Were the organization's financial statements compiled or reviewed by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	2a	X
b Were the organization's financial statements audited by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	2b	X
c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? _____ If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.	2c	
3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133? _____	3a	X
b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits _____	3b	

Form 990 (2018)



**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") .....						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf .....						
3 The value of services or facilities furnished by a governmental unit to the organization without charge .....						
4 <b>Total.</b> Add lines 1 through 3 .....						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) .....						
6 <b>Public support.</b> Subtract line 5 from line 4.						

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
7 Amounts from line 4 .....						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources .....						
9 Net income from unrelated business activities, whether or not the business is regularly carried on .....						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) .....						
11 <b>Total support.</b> Add lines 7 through 10						
12 Gross receipts from related activities, etc. (see instructions) .....					12	
13 <b>First five years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> .....						<input type="checkbox"/>

**Section C. Computation of Public Support Percentage**

14 Public support percentage for 2018 (line 6, column (f) divided by line 11, column (f)) .....	14	%
15 Public support percentage from 2017 Schedule A, Part II, line 14 .....	15	%
16a <b>33 1/3% support test - 2018.</b> If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization .....		<input type="checkbox"/>
b <b>33 1/3% support test - 2017.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization .....		<input type="checkbox"/>
17a <b>10% -facts-and-circumstances test - 2018.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization .....		<input type="checkbox"/>
b <b>10% -facts-and-circumstances test - 2017.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization .....		<input type="checkbox"/>
18 <b>Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions .....		<input type="checkbox"/>

**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") .....	298,976.	313,639.	240,796.	345,964.	332,191.	1531566.
<b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose .....						
<b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513 .....						
<b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf .....	93,944.	147,360.	135,507.	144,400.	154,583.	675,794.
<b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge .....						
<b>6 Total.</b> Add lines 1 through 5 .....	392,920.	460,999.	376,303.	490,364.	486,774.	2207360.
<b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons .....						0.
<b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year .....						0.
<b>c</b> Add lines 7a and 7b .....						0.
<b>8 Public support.</b> (Subtract line 7c from line 6.)						2207360.

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) 2018	(f) Total
<b>9</b> Amounts from line 6 .....	392,920.	460,999.	376,303.	490,364.	486,774.	2207360.
<b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources .....						
<b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975 .....						
<b>c</b> Add lines 10a and 10b .....						
<b>11</b> Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on .....						
<b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) .....						
<b>13 Total support.</b> (Add lines 9, 10c, 11, and 12.)	392,920.	460,999.	376,303.	490,364.	486,774.	2207360.

**14 First five years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here

**Section C. Computation of Public Support Percentage**

<b>15</b> Public support percentage for 2018 (line 8, column (f), divided by line 13, column (f)) .....	15	100.00 %
<b>16</b> Public support percentage from 2017 Schedule A, Part III, line 15 .....	16	100.00 %

**Section D. Computation of Investment Income Percentage**

<b>17</b> Investment income percentage for 2018 (line 10c, column (f), divided by line 13, column (f)) .....	17	.00 %
<b>18</b> Investment income percentage from 2017 Schedule A, Part III, line 17 .....	18	.00 %

**19a 33 1/3% support tests - 2018.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

**b 33 1/3% support tests - 2017.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

**20 Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

**Part IV Supporting Organizations**

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

	Yes	No
<b>1</b> Are all of the organization's supported organizations listed by name in the organization's governing documents? If "No," describe in <b>Part VI</b> how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.		
<b>2</b> Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If "Yes," explain in <b>Part VI</b> how the organization determined that the supported organization was described in section 509(a)(1) or (2).		
<b>3a</b> Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If "Yes," answer (b) and (c) below.		
<b>b</b> Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? If "Yes," describe in <b>Part VI</b> when and how the organization made the determination.		
<b>c</b> Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If "Yes," explain in <b>Part VI</b> what controls the organization put in place to ensure such use.		
<b>4a</b> Was any supported organization not organized in the United States ("foreign supported organization")? If "Yes," and if you checked 12a or 12b in Part I, answer (b) and (c) below.		
<b>b</b> Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? If "Yes," describe in <b>Part VI</b> how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.		
<b>c</b> Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? If "Yes," explain in <b>Part VI</b> what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.		
<b>5a</b> Did the organization add, substitute, or remove any supported organizations during the tax year? If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in <b>Part VI</b> , including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).		
<b>b</b> <b>Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
<b>c</b> <b>Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?		
<b>6</b> Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? If "Yes," provide detail in <b>Part VI</b> .		
<b>7</b> Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? If "Yes," complete <b>Part I</b> of Schedule L (Form 990 or 990-EZ).		
<b>8</b> Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? If "Yes," complete <b>Part I</b> of Schedule L (Form 990 or 990-EZ).		
<b>9a</b> Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? If "Yes," provide detail in <b>Part VI</b> .		
<b>b</b> Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? If "Yes," provide detail in <b>Part VI</b> .		
<b>c</b> Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If "Yes," provide detail in <b>Part VI</b> .		
<b>10a</b> Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? If "Yes," answer 10b below.		
<b>b</b> Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)		



**Part IV Supporting Organizations** (continued)

	Yes	No
<b>11</b> Has the organization accepted a gift or contribution from any of the following persons?		
<b>a</b> A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?		
<b>b</b> A family member of a person described in (a) above?		
<b>c</b> A 35% controlled entity of a person described in (a) or (b) above? If "Yes" to a, b, or c, provide detail in Part VI.		

**Section B. Type I Supporting Organizations**

	Yes	No
<b>1</b> Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
<b>2</b> Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		

**Section C. Type II Supporting Organizations**

	Yes	No
<b>1</b> Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		

**Section D. All Type III Supporting Organizations**

	Yes	No
<b>1</b> Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
<b>2</b> Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).		
<b>3</b> By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.		

**Section E. Type III Functionally Integrated Supporting Organizations**

<b>1</b> Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).		
<b>a</b> <input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.		
<b>b</b> <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.		
<b>c</b> <input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a government entity (see instructions).		
<b>2</b> Activities Test. Answer (a) and (b) below.		
<b>a</b> Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.		
<b>b</b> Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.		
<b>3</b> Parent of Supported Organizations. Answer (a) and (b) below.		
<b>a</b> Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in Part VI.		
<b>b</b> Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.		

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

1  Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI.) See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	<b>Adjusted Net Income</b> (subtract lines 5, 6, and 7 from line 4)	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	<b>Total</b> (add lines 1a, 1b, and 1c)	1d	
e	<b>Discount</b> claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d	3	
4	Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions)	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by .035	6	
7	Recoveries of prior-year distributions	7	
8	<b>Minimum Asset Amount</b> (add line 7 to line 6)	8	

Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, Column A)	1	
2	Enter 85% of line 1	2	
3	Minimum asset amount for prior year (from Section B, line 8, Column A)	3	
4	Enter greater of line 2 or line 3	4	
5	Income tax imposed in prior year	5	
6	<b>Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions)	6	

7  Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations** (continued)

Section D - Distributions	Current Year
1 Amounts paid to supported organizations to accomplish exempt purposes	
2 Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3 Administrative expenses paid to accomplish exempt purposes of supported organizations	
4 Amounts paid to acquire exempt-use assets	
5 Qualified set-aside amounts (prior IRS approval required)	
6 Other distributions (describe in Part VI). See instructions.	
7 <b>Total annual distributions.</b> Add lines 1 through 6.	
8 Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	
9 Distributable amount for 2018 from Section C, line 6	
10 Line 8 amount divided by line 9 amount	

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2018	(iii) Distributable Amount for 2018
1 Distributable amount for 2018 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2018 (reasonable cause required- explain in Part VI). See instructions.			
3 Excess distributions carryover, if any, to 2018			
a From 2013			
b From 2014			
c From 2015			
d From 2016			
e From 2017			
f <b>Total of lines 3a through e</b>			
g Applied to underdistributions of prior years			
h Applied to 2018 distributable amount			
i Carryover from 2013 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from 3f.			
4 Distributions for 2018 from Section D, line 7: \$			
a Applied to underdistributions of prior years			
b Applied to 2018 distributable amount			
c Remainder. Subtract lines 4a and 4b from 4.			
5 Remaining underdistributions for years prior to 2018, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.			
6 Remaining underdistributions for 2018. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.			
7 <b>Excess distributions carryover to 2019.</b> Add lines 3j and 4c.			
8 Breakdown of line 7:			
a Excess from 2014			
b Excess from 2015			
c Excess from 2016			
d Excess from 2017			
e Excess from 2018			



**SCHEDULE D**  
**(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Financial Statements**

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.

▶ Attach to Form 990.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2018**

Open to Public Inspection

Name of the organization

**CAMARILLO BASEBALL SOFTBALL ASSOCIATION**

Employer identification number

**95-3585562**

**Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.** Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year .....		
2 Aggregate value of contributions to (during year) .....		
3 Aggregate value of grants from (during year) .....		
4 Aggregate value at end of year .....		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? .....		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? .....		<input type="checkbox"/> Yes <input type="checkbox"/> No

**Part II Conservation Easements.** Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

Preservation of land for public use (e.g., recreation or education)     Preservation of a historically important land area

Protection of natural habitat     Preservation of a certified historic structure

Preservation of open space

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements .....	2a
b Total acreage restricted by conservation easements .....	2b
c Number of conservation easements on a certified historic structure included in (a) .....	2c
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register .....	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶ \_\_\_\_\_

4 Number of states where property subject to conservation easement is located ▶ \_\_\_\_\_

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? .....

Yes  No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \_\_\_\_\_

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \$ \_\_\_\_\_

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? .....

Yes  No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1 .....

▶ \$ \_\_\_\_\_

(ii) Assets included in Form 990, Part X .....

▶ \$ \_\_\_\_\_

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenue included on Form 990, Part VIII, line 1 .....

▶ \$ \_\_\_\_\_

b Assets included in Form 990, Part X .....

▶ \$ \_\_\_\_\_

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule D (Form 990) 2018

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets** (continued)

- 3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):
- a  Public exhibition
  - b  Scholarly research
  - c  Preservation for future generations
  - d  Loan or exchange programs
  - e  Other \_\_\_\_\_

- 4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection?  Yes  No

**Part IV Escrow and Custodial Arrangements.** Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X?  Yes  No
- b If "Yes," explain the arrangement in Part XIII and complete the following table:

	Amount
c Beginning balance	1c
d Additions during the year	1d
e Distributions during the year	1e
f Ending balance	1f

- 2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability?  Yes  No
- b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

**Part V Endowment Funds.** Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a Board designated or quasi-endowment  \_\_\_\_\_ %
  - b Permanent endowment  \_\_\_\_\_ %
  - c Temporarily restricted endowment  \_\_\_\_\_ %
- The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

	Yes	No
(i) unrelated organizations	3a(i)	
(ii) related organizations	3a(ii)	
b If "Yes" on line 3a(i), are the related organizations listed as required on Schedule R?	3b	

4 Describe in Part XIII the intended uses of the organization's endowment funds.

**Part VI Land, Buildings, and Equipment.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements				
d Equipment		71,330.	61,851.	9,479.
e Other				
<b>Total.</b> Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				9,479.

**Part VII Investments - Other Securities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
<b>Total.</b> (Col. (b) must equal Form 990, Part X, col. (B) line 12.)		

**Part VIII Investments - Program Related.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
<b>Total.</b> (Col. (b) must equal Form 990, Part X, col. (B) line 13.)		

**Part IX Other Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 15.)	

**Part X Other Liabilities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2) OTHER CURRENT LIABILITIES	20,501.
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 25.)	20,501.

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII







**Part II Fundraising Events.** Complete if the organization answered "Yes" on Form 990, Part IV, line 18, or reported more than \$15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than \$5,000.

		(a) Event #1	(b) Event #2	(c) Other events	(d) Total events (add col. (a) through col. (c))
		SNACK BAR (event type)	LA DODGERS DAY (event type)	NONE (total number)	
Revenue	1	Gross receipts	142,793.	11,790.	154,583.
	2	Less: Contributions			
	3	Gross income (line 1 minus line 2)	142,793.	11,790.	154,583.
Direct Expenses	4	Cash prizes			
	5	Noncash prizes			
	6	Rent/facility costs			
	7	Food and beverages			
	8	Entertainment			
	9	Other direct expenses	99,295.	10,279.	109,574.
	10	Direct expense summary. Add lines 4 through 9 in column (d)			109,574.
	11	Net income summary. Subtract line 10 from line 3, column (d)			45,009.

**Part III Gaming.** Complete if the organization answered "Yes" on Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col. (a) through col. (c))
Revenue	1	Gross revenue			
Direct Expenses	2	Cash prizes			
	3	Noncash prizes			
	4	Rent/facility costs			
	5	Other direct expenses			
	6	Volunteer labor	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No
	7	Direct expense summary. Add lines 2 through 5 in column (d)			
	8	Net gaming income summary. Subtract line 7 from line 1, column (d)			

9 Enter the state(s) in which the organization conducts gaming activities: \_\_\_\_\_

a Is the organization licensed to conduct gaming activities in each of these states?  Yes  No

b If "No," explain: \_\_\_\_\_

10a Were any of the organization's gaming licenses revoked, suspended, or terminated during the tax year?  Yes  No

b If "Yes," explain: \_\_\_\_\_

- 11 Does the organization conduct gaming activities with nonmembers?  Yes  No
- 12 Is the organization a grantor, beneficiary or trustee of a trust, or a member of a partnership or other entity formed to administer charitable gaming?  Yes  No
- 13 Indicate the percentage of gaming activity conducted in:
- |                               |            |   |
|-------------------------------|------------|---|
| a The organization's facility | <b>13a</b> | % |
| b An outside facility         | <b>13b</b> | % |
- 14 Enter the name and address of the person who prepares the organization's gaming/special events books and records:

Name ▶ \_\_\_\_\_

Address ▶ \_\_\_\_\_

- 15a Does the organization have a contract with a third party from whom the organization receives gaming revenue?  Yes  No
- b If "Yes," enter the amount of gaming revenue received by the organization ▶ \$ \_\_\_\_\_ and the amount of gaming revenue retained by the third party ▶ \$ \_\_\_\_\_
- c If "Yes," enter name and address of the third party:

Name ▶ \_\_\_\_\_

Address ▶ \_\_\_\_\_

**16 Gaming manager information:**

Name ▶ \_\_\_\_\_

Gaming manager compensation ▶ \$ \_\_\_\_\_

Description of services provided ▶ \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- Director/officer       Employee       Independent contractor

**17 Mandatory distributions:**

- a Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license?  Yes  No
- b Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year ▶ \$ \_\_\_\_\_

**Part IV Supplemental Information.** Provide the explanations required by Part I, line 2b, columns (iii) and (v); and Part III, lines 9, 9b, 10b, 15b, 15c, 16, and 17b, as applicable. Also provide any additional information. See instructions.

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_



**SCHEDULE O**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2018**

Open to Public  
Inspection

Name of the organization

CAMARILLO BASEBALL SOFTBALL ASSOCIATION

Employer identification number

95-3585562

FORM 990, PART VI, SECTION A, LINE 6:

THE ORGANIZATION HAS MEMBERS, AS DESCRIBED IN ITS BYLAWS, THAT ARE FROM THE  
COMMUNITY AND MAY ATTEND THE MONTHLY MEETINGS OPEN TO THE PUBLIC.

FORM 990, PART VI, SECTION A, LINE 7A:

MEMBERS OF THE ORGANIZATION, AS DESCRIBED IN ITS BYLAWS, HAVE THE RIGHT TO  
VOTE ANNUALLY ON THE APPOINTMENT OF DIRECTORS AND ATTEND MONTHLY MEETINGS  
OPEN TO THE PUBLIC.

FORM 990, PART VI, SECTION B, LINE 11B:

THE TREASURER, WHO IS ALSO A CPA, PREPARES THE 990 AND PRESENTS THE RETURN  
TO THE FULL BOARD VIA EMAIL WITH DISCUSSION AT SUBSEQUENT MEETING.

FORM 990, PART VI, SECTION C, LINE 19:

HARD COPIES OF ALL DOCUMENTS ARE AVAILABLE UPON REQUEST.