

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

**BOARD OF DIRECTORS  
REGULAR MEETING AGENDA  
September 1, 2021**

**Please Note: Under current orders from the Ventura County Health Officer, all individuals, (whether vaccinated or unvaccinated) are required to wear a face covering at all times in indoor public settings and businesses. PVRPD thanks you for your cooperation and understanding.**

**5:00 P.M.      CLOSED SESSION**

**1. CALL TO ORDER**

**A. Recess to Closed Session**

**B. Closed Session**

**1) Conference with Labor Negotiations**

The Board will conduct a closed session, pursuant to Govt. Code Section 54957.6, with the District's negotiators, Mary Otten, Kathryn Drewry, and Board Counsel, regarding labor negotiations with the employee organization, SEIU Local 721.

**C. Reconvene into Regular Meeting**

**6:00 P.M.      REGULAR MEETING**

**NEXT RESOLUTION #691**

**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 any agenda item(s), or add any emergency agenda item(s).

**5. PRESENTATIONS**

**A. Part-Time Employee Recognition**

**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 speak about an item on the agenda, we would prefer you complete a Speaker Card, give it to the Clerk of the Board, and wait until it comes up. If you would like to make comments about other areas not on this agenda, in accordance with California law, we will listen, note them, and bring them back up at a later date for discussion. Speakers will be allowed three minutes to address the Board.

**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 Regular Board Meeting of July 7, 2021 and Special Board Meeting of August 13, 2021**

Approval receives and files minutes.

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

District's disbursements dated on or before June 30, 2021 and July 31, 2021

**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 2021.

**D. Annual Updates and Two-Year Agreement Between the District and Community Service Groups**

AYSO, CGSA, Cosmos, Cougars, CPBA, CYBA, Eagles, and PVST annual financial updates.

**E. Consideration and Approval of Request for Proposals for the Freedom Pickleball Project**

The purpose for this Request for Proposals (RFP) is to obtain architectural design concepts, plans, and cost estimations for the renovation of the land.

**F. Consideration and Approval of Request for Proposals for User Fees and Cost Recovery Study**

This Request for Proposals will initiate fulfillment of Strategy A of Goal 1.1 under Strategic Focus Area 1.0. *Sustained Financial Stability* of the 2021-2026 Strategic Plan.

**G. Review and Approval of Surplus Supplies and Equipment List**

The Board can review the current equipment list provided for the uniform disposal of District owned surplus personal property.

**H. Consideration and Approval of Request for Proposals for One New Fleet Vehicle**

The purchase of a new vehicle will assist the District in moving forward in both fleet management and economization and result in the decommissioning of a 1989 Toyota pick-up with almost 200,000 miles.

**I. Consideration and Approval of Notice of Inviting Bids for Parking Lot Repairs, Slurry and Re-Striping at Mission Oaks Park**

As part of the budgeting process, the Board of Directors approved \$100,000 in the FY 2021/2022 Capital Improvement Budget for the parking lot repairs at the Mission Oaks front parking lot.

**J. Consideration and Approval of Request for Proposals for LED Tennis Court Lights**

As the District continues to improve facilities and reduce expenditures, staff has identified tennis court lighting as a way to reduce utility costs as well as staff time.

**8. NEW ITEMS – DISCUSSION/ACTION**

**A. Consideration of a Construction Agreement and a Use and Maintenance Agreement with Miracle League of Camarillo**

Staff have been working with Miracle League over the course of the past year to define the specific location, the Construction Agreement, as well as the Use and Maintenance Agreements.

Suggested Actions: A MOTION to Approve both the Construction Agreement and the Use and Maintenance Agreement with Miracle League of Camarillo.

**B. Consideration and Approval of Bid Award for the Remodeling of the Community Center Kitchen**

Board approval would award the bid to Burner Construction Corp. and the kitchen remodel would begin September 20, 2021.

Suggested Action: A MOTION to Approve and authorize the General Manager to enter into an agreement between the District and Burner Construction Corp. for the demolition, construction, and installation of the Community Center Kitchen Remodel.

**C. Consideration and Approval of Resolution No. 687 Approving the Budget Transfers and Adjustments for FY 2021-2022**

The District typically brings back budget adjustments at mid-year; however, since the adoption of the budget on July 7, 2021, three opportunities have materialized: 1) Community Development Block Grant, 2) Capital Improvement Equipment Purchase, and 3) City of Camarillo Christmas Parade Contribution.

Suggested Actions: A MOTION to:

- 1) Approve budget adjustments for:
  - a) \$42,428 for the Community Development Block Grant - Fund 50
  - b) \$35,000 Camarillo Christmas Parade
  - c) \$8,190 Capital Improvement Item – 2013 Wiedenmann

**AND**
- 2) Approve budget transfers for:
  - a) \$15,000 transfer from Fund 10-Division 503 to Fund 10-Division 520
  - b) \$14,550 transfer from Fund 10-Division 503 to Fund 10-Division 505

**AND**
- 3) Adopt Resolution No. 687 to Approve Budget Adjustments/Transfers for FY 2021-2022.

**D. Consideration and Approval of Resolution No. 688, Adopting a District Financial Reserve Policy**

Adjusting the policy to add the Compensated Absences category will assist the District with ever shifting economic changes and the continued goal for ensured financial stability.

Suggested Actions: A MOTION to Approve Resolution No. 688, adopting a District Financial Reserve Policy.

**E. Consideration and Approval of Resolution No. 689, Adopting a Financial Investment Policy**

This policy is a working document that will grow and adapt with both the District's needs and legislative changes.

Suggested Actions: A MOTION to Approve Resolution No. 689, adopting a Financial Investment Policy.

**F. Consideration and Approval of Resolution No. 690, Adopting the District's Financial Debt Policy**

This policy would supersede the debt policy approved on July 1, 2009.

Suggested Actions: A MOTION to Approve Resolution No. 690 adopting the District's Financial Debt Policy.

**G. Consideration and Approval for Parking Lot Repairs, Slurry and Re-Striping at Springville Park**

The lower parking lot at Springville Park was last sealed in 2008 and is in serious need of repair.

Suggested Action: A MOTION to Approve the General Manager to enter into agreement with Pavement Coatings Company for the asphalt repairs needed at the lower parking lot located at Springville Park in the amount of Twenty-three thousand six hundred dollars and twenty-two cents (\$23,600.22).

**H. Consideration and Approval of Service Contract with Disability Access Consultants, LLC to Perform and Produce an American with Disabilities Act Self-Evaluation and Transition Plan for the District**

The depth of expertise needed to complete this required plan is extensive and necessitates the services of expert consultants educated, trained, and experienced in both the ADA and the California Building Code to ensure the District is compliant and providing accessibility to District programs, services and activities.

Suggested Action: A MOTION to Approve and authorize the General Manager to enter into a contract for consulting services with Disability Access Consultants, LLC to complete an ADA Transition Plan and Self-Evaluation for \$82,880.00.

**9. ORAL COMMUNICATION - INFORMATIONAL ITEMS, which do not require action but relate to District business, will be reported by members of the Board and staff as follows:**

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

**10. 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  
Camarillo City Hall Council Chambers  
Minutes of Regular Meeting  
July 7, 2021**

**1. CALL TO ORDER**

The regular meeting of the Board of Directors of the Pleasant Valley Recreation and Park District was called to order at 5:03 p.m. by Chairman Malloy.

A. Recessed to Closed Session

B. Closed Session

1) Conference with Legal Counsel – Litigation

The District Board conducted a closed session, pursuant to Government Code section 54956.9(d)(2), to confer with legal counsel regarding the significant exposure to litigation in one case.

C. Reconvened into Regular Meeting at 6pm with nothing to report

**2. PLEDGE OF ALLEGIANCE**

Director Kelley the pledge.

**3. ROLL CALL**

All present.

Also Present: General Manager Mary Otten, Administrative Services Manager Leonore Young, Park Services Manager Bob Cerasuolo, Recreation Services Manager Eric Storrie, Customer Service Lead/Recording Board Secretary Karen Roberts, Administrative Analyst Jessica Puckett, Human Resources Specialist Kathryn Drewry, Park Supervisors Nick Marienthal and Brandon Lopez, Alex Wilson, and Dan Rhymes.

**4. AMENDMENTS TO THE AGENDA**

Chairman Malloy called for a motion. A motion was made by Director Magner and seconded by Director Roberts to accept the agenda as presented.

Voting was as follows:

Ayes: Magner, Roberts, Kelley, Dransfeldt, Chairman Malloy

Noes:

Absent:

Motion: Carried

**Motion to  
Approve  
Agenda as  
Presented**

**Carried**

**5. PRESENTATIONS**

**A. Community Band**

Recreation Services Manager Eric Storrie introduced Dan Rhymes with the Camarillo Community Band which has not publicly played since December 2019. Mr. Rhymes has been with the group for 36 years. The band is playing Thursdays at 7:00pm at Constitution Park through July.

**B. District Highlights**

Recreation Services Manager Eric Storrie presented the highlights of the District’s classes, programs, special events and activities. Recreational swim is open Tuesday and Friday afternoons; seniors have yoga and morning fitness classes along with a Bingo Bash on July 18 and a Tech Fair on July 27; the End of Summer Campout will be held on August 14; adult basketball and dodgeball summer leagues will begin August 9 and the Summer Concert Series will kick off with the first concert on July 24.

**6. PUBLIC COMMENTS**

No comments.

**7. CONSENT AGENDA**

- A. Minutes for Special Board Meeting of May 26 and June 17, 2021 and Regular Board Meeting of June 2, 2021
- B. Warrants, Accounts Payable & Payroll
- C. Financial Reports
- D. Consideration and Adoption of Resolution No. 681 Declaring July as Park and Recreation Month
- E. Consideration and Adoption of Resolution No. 682 for Appropriation Amount Subject to Gann Limitation, FY 2021-2022
- F. Approval of a Second Reading for the Adoption of Ordinance No. 12, an Ordinance of the Board of Directors of the Pleasant Valley Recreation and Park District Setting Board Member Compensation
- G. Consideration and Approval of Memorandum of Understanding Between the Pleasant Valley Recreation and Park District and the City of Camarillo for Park Impact Fees
- H. Consideration and Approval of the First Amendment to the 2020-2022 Summer Concert Series with the City of Camarillo and a Professional Services Agreement Between the Pleasant Valley Recreation & Park District and Music Freqs
- I. Consideration and Approval of the Updated Job Description for the Administrative Analyst
- J. Consideration and Approval of the Updated Water Conservation Agreement between the District and Williams Communities, LLC

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

**Motion to Approve Consent Agenda**

Voting was as follows:

Ayes: Magner, Dransfeldt, Kelley, Roberts, Chairman Malloy

Noes:

Absent:

Motion: Carried

**Carried**

**8. PUBLIC HEARINGS –**

**A. Consideration and Adoption of Resolution No. 683 for Fiscal Year 2021-2022 Budgets for the General Fund, the Assessment District and Quimby Fee Fund**

Administrative Services Manager Leonore Young presented the FY 2021-2022 for adoption. The purchase of a District vehicle for the Parks Department is still pending on availabilities in the current market.

Chairman Malloy called for a motion. A motion was made by Director Magner and seconded by Director Roberts to adopt Resolution No. 683 to adopt the Fiscal Year 2021–2022 Budgets.

**Motion to Approve Reso 683, FY 21/22 Budgets**

Voting was as follows:

Ayes: Magner, Roberts, Kelley, Dransfeldt, Chairman Malloy

Noes:

Absent:

**Carried**

Motion: Carried

**9. NEW ITEMS – DISCUSSION/ACTION**

**A. Consideration and Approval of the Full-Time and Part-Time Year-Round Salary Schedule**

Human Resources Specialist Kathryn Drewry presented an updated salary schedule for consideration by the Board.

Chairman Malloy called for a motion. A motion was made by Director Magner and seconded by Director Roberts to approve the updated 2021/2022 Salary Schedule which includes the 2% COLA for both represented and non-represented employees.

**Motion to Approve 21/22 Salary Schedule**

Voting was as follows:

Ayes: Magner, Roberts, Kelley, Dransfeldt, Chairman Malloy

Noes:

Absent:

**Carried**

Motion: Carried

**B. Consideration and Approval of the 2021/2022 Position Allocation Report**

Human Resources Specialist Kathryn Drewry presented a position allocation report for 2021/2022 which will be used to verify funded positions.

Chairman Malloy called for a motion. A motion was made by Director Magner and seconded by Director Dransfeldt to approve the updated Position Allocation Report.

**Motion to Approve 21/22 Position Allocation Report**

Voting was as follows:

Ayes: Magner, Dransfeldt, Kelley, Roberts, Chairman Malloy

Noes:

Absent:

**Carried**

Motion: Carried

**C. Consideration and Approval to Reject all Bids for the Remodeling of the Community Center Kitchen**

Park Supervisor Brandon Lopez presented a recommendation that the Board reject all bids for the Community Center Kitchen remodel. Three contractors submitted bids but two of them were very high and the other did not meet the qualifications. Discussion included: the two-month delay of the project, increasing cost of materials and the need to advertise.

Chairman Malloy called for a motion. A motion was made by Director Magner and seconded by Director Dransfeldt to reject all bids for the remodeling of the Community Center Kitchen and authorize the General Manager to re-advertise the request for bids.

**Motion to Reject all Bids for CC Kitchen Remodel**

Voting was as follows:

Ayes: Magner, Dransfeldt, Kelley, Roberts, Chairman Malloy

Noes:

Absent:

**Carried**

Motion: Carried

**D. Consideration and Approval of Resolution No. 684 for the Bid Award for the Construction of Phase 1 of the Arneill Ranch Park Renovation Project**

Park Supervisor Nick Marienthal presented a bid proposal with bid alts from United Construction for the Arneill Ranch Park renovation project. Discussion included: lowest option which is \$471,185 above the initial cost estimate; need to proceed with project rather than delay; reevaluation of recommended bid alts; need for restroom conduit and wire and electric pedestal; and project supervision.

Chairman Malloy called for a motion. A motion was made by Director Magner and seconded by Chairman Malloy to 1) approve (option A) and award the base bid to United Construction & Landscape for \$1,261,900 plus a 15% contingency \$189,285 and architect fees for a total cost \$1,571,185 AND 2) approve (option E) Resolution No. 684, authorizing a budget adjustment of \$471,185 to increase the total Arneill Ranch Park (Fund 30 Quimby Fees, RPD 194-Elacora) renovation project budget not to exceed \$1,571,185 to cover the expected increase in project costs.

**Motion to Approve and Award Bid to United Construction and Approve Reso. 684, Budget Adj.**

Voting was as follows:

Ayes: Magner, Chairman Malloy, Kelley, Dransfeldt, Roberts

Noes:

Absent:

**Carried**

Motion: Carried

**E. California Special District Association (CSDA) Board of Directors Election, (Seat A) Coastal Network**

Administrative Services Manager Leonore Young presented CSDA's candidates for CSDA's Board of Directors Seat A of the Coastal Network. The term runs from 2022 to 2024.

Chairman Malloy called for a motion. A motion was made by Director Roberts and seconded by Chairman Malloy to approve and select Director Elaine Magner as the candidate for CSDA Board of Directors, Seat A to receive the District's vote.

**Motion to Approve Dir. Magner for CSDA, Seat A**

Voting was as follows:

Ayes: Roberts, Chairman Malloy, Magner, Kelley, Dransfeldt

Noes:

Absent:

Motion: Carried

**Carried**

**F. Adopt Resolution No. 685 Authorizing the Submission of an Application to LAFCo for the Annexation of the Somis Ranch Farmworker Project and Finding of Exemption from CEQA**

General Manager Mary Otten presented the proposed Somis Ranch Farmworker Project which is adjacent to the District but outside of its boundaries. Since there will be an impact on District's parks and facilities, the District needs to work with LAFCo to initiate the annexation process of the project area into the District's boundaries. Discussion included: the one owner property; Ventura County Board of Supervisors condition of approval; Quimby Fees; and the FY 21/22 budget.

Chairman Malloy called for a motion. A motion was made by Director Magner and seconded by Chairman Malloy to approve Resolution No. 685, which states that the District Board direct staff to finalize and submit the application for change of organization specific to the annexation of the Somis Ranch Farmworker project.

**Motion to Approve Reso 685, LAFCo App. for Annexation**

Voting was as follows:

Ayes: Magner, Chairman Malloy, Kelley, Dransfeldt, Roberts

Noes:

Absent:

Motion: Carried

**Carried**

**10. ORAL COMMUNICATION - INFORMATIONAL ITEMS**

A. Chairman Malloy – Chairman Malloy reported on meetings attended and a CalPERS webinar which discussed the investment surplus this year and absence of unfunded liability with 15 to 20% returns. Chairman Malloy stated that past District directors, Mike Mishler and Dr. Neal Dixon have been among those named as Dons by the Pleasant Valley Historical Society this year.

B. Ventura County Special District Association/California Special District Association – VCSDA – There will be a meeting in August. CSDA – Director Magner mentioned AB1017 on the inventory of public restrooms to be made available to the homeless; the reinstatement of the Brown Act; and a COVID relief package that will include about \$100 million for those (special districts) who can demonstrate COVID impact.

C. Ventura County Consolidated Oversight Board – No report.

D. Santa Monica Mountains Conservancy – Director Dransfeldt reported on a June 21 meeting which discussed biodiversity and the 30% by 2030 project along with adopting habitat areas and authorizing grants to Westlake and Ventura County Conservation.

E. Standing Committees – Finance – Director Roberts reported on the June 15 meeting covering reserve buckets, compensated absences, and the Arneill Ranch Park renovation.

Liaison – No meeting. Long Range Planning – Director Roberts stated that there will be a meeting in July. Personnel – Director Magner stated that two items were covered in the staff reports. Policy – Director Kelley mentioned the discussion of social media policies for board members.

F. Ad Hoc Committees – Pickleball – no meeting.

G. Foundation for Pleasant Valley Recreation and Parks – Director Magner stated that they are working on a family event for September 18.

H. General Manager's Report – General Manager Otten mentioned the District activities for July and updates on tree trimming in the parks and the reopening of some District programs.

I. Board Members - Director Magner clarified that there was \$100 billion in funding and not \$100 million as she had mentioned earlier. She stated that Camarillo is not an underserved community, so there may not be any funding from the state for COVID relief. Ms. Magner thanked the Board for their vote for her for the CSDA Seat A position. Director Dransfeldt is looking forward to the District holding Camp Funtastic next year and for the Summer Concert Series this year. She was selected for the Ventura County Leadership program this year. Director Roberts congratulated Director Magner for her CSDA service, and Director Dransfeldt for her Leadership program acceptance and General Manager Otten and staff for working with community partnerships. Director Kelley thanked staff for the detailed reporting and Chairman Malloy reminded everyone that we would not have a regular board meeting in August.

## 11. ADJOURNMENT

Chairman Malloy adjourned the meeting at 7:50 p.m.

**Respectfully submitted,**

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

**Approval,**

**Mark Malloy**  
**Chairman**

**Pleasant Valley Recreation and Park District  
Minutes of Special Meeting  
August 13, 2021**

**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 5:00 pm by Chairman Malloy.

A) Closed Session

1) Conference with Legal Counsel – Litigation

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

**REGULAR MEETING** (followed Closed Session)

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

All present.

Also Present: General Manager Mary Otten, Administrative Services Manager Leonore Young, Park Services Manager Bob Cerasuolo, Recreation Services Manager Eric Storrie, Administrative Analyst/Clerk of the Board Dylan Gunning, Administrative Analyst Jessica Puckett, and the District's Legal Counsel Tiffany Israel.

**4. ADOPTION OF AGENDA**

Agenda accepted as presented.

**5. OPEN COMMUNICATION/PUBLIC FORUM**

No comments.

**6. NEW ITEMS-DISCUSSION/ACTION**

**A. Consideration and Adoption of Resolution No. 686 Declaring the District's Intention to Transition from At-Large to Division-Based Elections**

General Manager Otten presented Resolution No. 686 declaring the District's intention to transition from At-Large to Division-Based elections.

Discussion followed regarding removing the last sentence of Resolution No. 686; Section 5. "If the 2020 census data is not released in time to allow the District to comply with relevant laws, the District will use the 2010 census data."

Chairman Malloy called for a motion. A motion was made by Chairman Malloy and seconded by Director Roberts to Adopt Resolution No. 686, declaring the Board's intention to transition from at-large elections for members of the Board, to division-based elections, and establishing

an estimated timeline for doing so with the last sentence of Resolution No. 686, Section 5 removed. "If the 2020 census data is not released in time to allow the District to comply with relevant laws, the District will use the 2010 census data."

**Motion to Approve Reso 686, Intention to Move from At Large to Div Election**

Voting was as follows:

Ayes: Chairman Malloy, Roberts, Magner, Kelley, Dransfeldt

Noes:

Absent:

Motion: Carried

**Carried**

**B. Consideration and Approval of a Professional Services Agreement with National Demographics Corporation and Proposed Meeting Schedule for Public Hearings**  
General Manager Otten presented the agreement with NDC to assist the District with transitioning from at-large to division-based elections.

Discussion followed regarding the requirements of the maps to meet the California Voting Rights Act and the format of holding the meeting in-person or virtually.

Chairman Malloy called for a motion. A motion was made by Director Magner and seconded by Director Dransfeldt to Approve and authorize the General Manager to execute a Professional Services Agreement with National Demographics Corporation for districting services in an amount not-to-exceed \$40,000 in a form approved by the District's General Counsel.

**Motion to Approve NDC for Districting Services**

Voting was as follows:

Ayes: Magner, Dransfeldt, Kelley, Roberts, Chairman Malloy

Noes:

Absent:

Motion: Carried

**Carried**

The Board discussed the dates for the first two public hearings that are to be held before maps are drawn. It was determined to hold the first public meeting at the regular board meeting on September 1, 2021. No vote was held.

**C. Consideration and Approval to Accept the City of Camarillo Community Development Block Grant for the District's Food Distribution Program**

Recreation Manager Storrie presented that the District was awarded the City of Camarillo Community Development Block Grant of \$127,285 to support personnel expenses associated with the day-to-day operations of the District's food distribution program.



Discussion followed regarding the financial impact this position would have on the District and the 3-year term limit.

Chairman Malloy called for a motion. A motion was made by Director Dransfeldt and seconded by Director Roberts to approve and accept the Community Development Block Grant for the District's Food Distribution Program.

Voting was as follows:

Ayes: Dransfeldt, Roberts, Magner, Kelley, Chairman Malloy

Noes:

Absent:

**Motion to  
Approve  
CDBG from  
City**

Motion: Carried

**Carried**

## **7. ADJOURNMENT**

Chairman Malloy adjourned the meeting at 6:11 pm.

**Respectfully submitted,**

**Approval,**

**Dylan Gunning  
Clerk of the Board**

**Mark Malloy  
Chairman**

Pleasant Valley Recreation and Park District  
 Finance Report  
 June 2021

	Date	Amount	
Accounts Payables:	06/2021	\$ 257,242.07	
	<b>Total</b>	<b>\$ 257,242.07</b>	
Payroll (Total Cost):	6/10/2021	\$ 135,564.47	
	6/24/2021	\$ 131,936.09	
	<b>Total</b>	<b>\$ 267,500.56</b>	
Outgoing:Online Payments			
	6/9/2021	\$ 32,782.25	CALPERS- Health Insurance
	6/9/2021	\$ 521.25	VSP- Vision Insurance
	6/9/2021	\$ 1,820.87	The Hartford
	6/9/2021	\$ 2,427.68	The Guardian
	6/9/2021	\$ 378.84	Aflac
	6/10/2021	\$ 14,681.43	CALPERS- Ret.-PR-06/10/21
	6/24/2021	\$ 14,421.60	CALPERS- Ret.-PR-06/24/21
	<b>Total</b>	<b>\$ 67,033.92</b>	
	<b>Grand Total</b>	<b>\$ 591,776.55</b>	

## CASH REPORT

	6/30/2021 Balance	6/30/2020 Balance	
<b>Restricted Funds</b>			
Debt Service - Restricted	\$ 256,432.07	\$ 126,725.49	
457 Pension Trust Restricted	\$ 83,837.02	\$ 60,351.50	
Quimby Fee - Restricted	\$ 396,418.30	\$ 139,536.54	
Multi-Bank Securities Restricted	\$ -	\$ 415,421.14	
Ventura County Pool - Restricted	\$ 4,546,106.60	\$ 4,544,069.90	
FCDP Checking	\$ 13,601.61	\$ 22,128.61	
<b>Total</b>	<b>\$ 5,296,395.60</b>	<b>\$ 5,308,233.18</b>	
<b>Semi-Restricted Funds</b>			
Assessment	\$ 1,001,601.24	\$ 919,610.35	
Capital Improvement	\$ 30,010.02	\$ 46,123.95	
Capital - Vehicle Replacement	\$ 79,843.80	\$ 79,843.80	
Capital - Designated Project	\$ 16,397.94	\$ 16,397.94	
LAIF - Capital #1200	\$ 4,045,795.87	\$ 2,402,111.78	
Contingency - Dry Period	\$ 361,000.00	\$ 361,000.00	
Contingency - Computer	\$ 20,000.00	\$ 15,000.00	
Contingency - Repair/Oper/Admin	\$ 200,000.00	\$ 50,000.00	
<b>Total</b>	<b>\$ 5,754,648.87</b>	<b>\$ 3,890,087.82</b>	
<b>Unrestricted Funds</b>			
Contingency	\$ 12,233.00	\$ 76,202.20	
LAIF/Cal Trust - Contingency #1301	\$ 2,320,504.80	\$ 953,691.04	
General Fund Checking	\$ 185,667.27	\$ 1,851,214.59	
<b>Total</b>	<b>\$ 2,518,405.07</b>	<b>\$ 2,881,107.83</b>	
<b>Total of all Funds</b>	<b>\$ 13,569,449.54</b>	<b>\$ 12,079,428.83</b>	<b>\$ 1,490,020.71</b>

	7/31/2021 Balance	7/31/2020 Balance	
<b>Restricted Funds</b>			
Debt Service - Restricted	\$ 256,432.07	\$ 126,733.97	
457 Pension Trust Restricted	\$ 83,837.02	\$ 60,355.54	
Quimby Fee - Restricted	\$ 396,418.30	\$ 139,207.23	
Multi-Bank Securities Restricted	\$ -	\$ 415,421.14	
Ventura County Pool - Restricted	\$ 4,546,106.60	\$ 4,555,874.88	
FCDP Checking	\$ 13,601.61	\$ 22,128.61	
<b>Total</b>	<b>\$ 5,296,395.60</b>	<b>\$ 5,319,721.37</b>	
<b>Semi-Restricted Funds</b>			
Assessment	\$ 954,358.86	\$ 893,493.56	
Capital Improvement	\$ 30,010.02	\$ 63,739.35	
Capital - Vehicle Replacement	\$ 79,843.80	\$ 79,843.80	
Capital - Designated Project	\$ 16,397.94	\$ 16,397.94	
LAIF - Capital #1200	\$ 4,045,795.89	\$ 2,361,410.24	
Contingency - Dry Period	\$ 361,000.00	\$ 361,000.00	
Contingency - Computer	\$ 20,000.00	\$ 15,000.00	
Contingency - Repair/Oper/Admin	\$ 200,000.00	\$ 50,000.00	
<b>Total</b>	<b>\$ 5,707,406.51</b>	<b>\$ 3,840,884.89</b>	
<b>Unrestricted Funds</b>			
Contingency	\$ 12,233.00	\$ 76,204.69	
LAIF/Cal Trust - Contingency #1301	\$ 2,320,504.80	\$ 1,621,990.60	
General Fund Checking	\$ 270,195.20	\$ 349,796.43	
<b>Total</b>	<b>\$ 2,602,933.00</b>	<b>\$ 2,047,991.72</b>	
<b>Total of all Funds</b>	<b>\$ 13,606,735.11</b>	<b>\$ 11,208,597.98</b>	<b>\$ 2,398,137.13</b>

## Ventura County Pool

Investment Name	January 2020	February 2020	March 2020	April 2020	May 2020	June 2020	July 2020	August 2020	September 2020
<b>Ventura County Pool</b>	2.02%	1.995%	1.887%	1.796%	1.604%	1.451%	1.293%	1.103%	.958%
	<b>October 2020</b>	<b>November 2020</b>	<b>December 2020</b>	<b>January 2021</b>	<b>February 2021</b>	<b>March 2021</b>	<b>April 2021</b>	<b>May 2021</b>	<b>June 2021</b>
<b>Ventura County Pool</b>	.796%	.690%	.518%	.464%	.495%	.410%	.383%	.357%	.361%

• Rates are determined at the end of the month

## Local Agency Investment Fund (LAIF)

Investment Name	January 2020	February 2020	March 2020	April 2020	May 2020	June 2020	July 2020	August 2020	September 2020
<b>Local Agency Investment Fund (LAIF)</b>	1.967%	1.912%	1.787%	1.648%	1.363%	1.217%	.920%	.784%	.685%
	<b>October 2020</b>	<b>November 2020</b>	<b>December 2020</b>	<b>January 2021</b>	<b>February 2021</b>	<b>March 2021</b>	<b>April 2021</b>	<b>May 2021</b>	<b>June 2021</b>
<b>Local Agency Investment Fund (LAIF)</b>	.620%	.576%	.540%	.458%	.407%	.357%	.339%	.315%	.262%

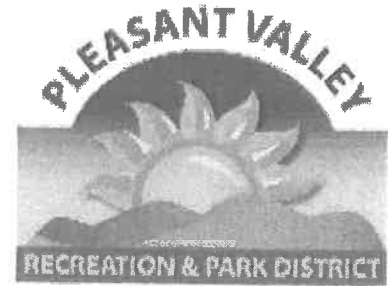
## Cal Trust

Investment Name	January 2020	February 2020	March 2020	April 2020	May 2020	June 2020	July 2020	August 2020	September 2020
<b>Cal Trust</b>	1.50%	1.50%	.79%	.27%	.15%	.10%	.07%	.004%	.09%
	October 2020	November 2020	December 2020	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021
<b>Cal Trust</b>	.07%	.04%	.03%	.03%	.03%	.05%	.05%	.05%	.03%

# Bank Reconciliation

## Board Audit

User: FSantos  
 Printed: 07/02/2021 - 2:59PM  
 Date Range: 06/01/2021 - 06/30/2021  
 Systems: 'AP'



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 10 General Fund				
Department: 00 Non Departmentalized				
24299	VENTURA COUNTY SCOTTISH RI	VC SCOTTISH RITE: SEC. DEPOSIT	06/03/2021	200.00
24332	HUB INTERNATIONAL INSURANC	HUB INSURANCE: 05/2021 INSUR	06/25/2021	726.00
24347	BRENDA LATHROP	LATHROP,B: SEC. DEPOSIT REFUI	06/29/2021	50.00
24349	RICHARD MEDINA	MEDINA,R: SECURITY DEP. REFU	06/29/2021	50.00
Total for Department: 00 Non Departmentalized				1,026.00
Department: 03 Recreation				
0	US BANK	US BANK: CALCARD CHARGES- :	06/10/2021	210.54
0	ANN M. WRIGHT	WRIGHT,A:INSTRUCTOR FEES/LI	06/25/2021	647.40
0	DEBRA GREENWOOD	GREENWOOD,D: INSTRUCTOR FE	06/17/2021	1,205.75
0	KATIE SHINDEN	SHINDEN,K: INSTRUCTOR FEES/	06/25/2021	1,279.60
0	PATRICIA J. BOLLAND	BOLLAND,P: INSTRUCTOR FEES/	06/03/2021	773.50
24272	ALL GOOD DRIVING SCHOOL, INC	ALL GOOD DRIVING SCHOOL: IN	06/03/2021	58.50
24278	BINGO WEST #4	BINGO WEST #4: BINGO SUPPLIE	06/03/2021	430.82
24292	BRET NIEDENS	NIEDENS, B-PADI SWIM: INSTRUC	06/03/2021	65.00
24293	PARKER-ANDERSON LEARNING C	PARKER-ANDERSON:INSTRUCTO	06/03/2021	735.00
24311	BINGO WEST #4	BINGO WEST #4: 2 CASES SALES	06/17/2021	95.67
24313	LIZ CHANDLER	CHANDLER,L: REFUND RUMMAC	06/17/2021	30.00
24319	HARVEY MARDYKS	MARDYKS,H: INSTRUCTOR FEES	06/17/2021	347.10
24320	BRYAN MONKA	MONKA,B: MSA SOCCER/PARENT	06/17/2021	1,755.00
24321	LUCILE B. MOSIER	MOSIER, L: INSTRUCTOR FEES/M	06/17/2021	760.50
24331	ELITE COMMUNICATION	ELITE COMMUNICATION: SOFTB.	06/25/2021	1,222.60
24335	LISA LUTZ LISA/ETIQUETTE OF V	LUTZ,L: INSTRUCTOR FEES/MAN	06/25/2021	214.50
24341	CITY OF CAMARILLO- CASHIER	CITY OF CAMARILLO: COMMUNI	06/28/2021	250.00
24342	AMERICAN RED CROSS	AMERICAN RED CROSS: CPR CLA	06/29/2021	18.00
Total for Department: 03 Recreation				10,099.48
Department: 04 Parks				
0	ARAMSCO INC.	ARAMSCO: BLEACH,ANTIBAC CI	06/03/2021	6,474.22
0	ARAMSCO INC.	ARAMSCO: TRASH CAN LINERS/I	06/29/2021	1,156.37
0	CITY OF CAMARILLO	CITY OF CAM: WATER SERVICE/L	06/18/2021	9,681.33
0	CITY OF CAMARILLO	CITY OF CAM: WATER SERVICE/L	06/24/2021	21,138.98
0	CITY OF CAMARILLO	CITY OF CAMARILLO:WATER SEF	06/28/2021	12,665.05
0	CULLIGAN OF SYLMAR	CULLIGAN: 06/2021 BOTTLED WA	06/07/2021	14.90
0	E.J.HARRISON AND SONS, INC.	EJ HARRISON: 05/2021 TRASH CO	06/03/2021	4,336.74
0	E.J.HARRISON AND SONS, INC.	EJ HARRISON: 06/2021 TRASH CO	06/29/2021	4,336.74
0	FERGUSON ENTERPRISES INC. #1	FERGUSON: PLUMBING PARTS/M	06/03/2021	557.18
0	GRAINGER	GRAINGER: DRAIN CLEANING C,	06/03/2021	240.01
0	GRAINGER	GRAINGER: EYE WASH STATION,	06/29/2021	58.78
0	SOCAL GAS COMPANY	SOCAL GAS CO: GAS SER/LIBERT	06/04/2021	132.32
0	SOUTHERN CALIF EDISON COMP.	SCE: POWER SERVICE/EQUESTRI	06/02/2021	1,152.60
0	SOUTHERN CALIF EDISON COMP.	SCE: POWER SERVICE/LOKKER P	06/04/2021	246.21
0	SOUTHERN CALIF EDISON COMP.	SCE: POWER SERVICE/PITTS RAN	06/09/2021	1,908.55
0	SOUTHERN CALIF EDISON COMP.	SCE: POWER SERVICE/HERITAGE	06/21/2021	9,276.79
0	SOUTHERN CALIF EDISON COMP.	SCE: POWER SERVICE/COMM. CE	06/24/2021	3,099.65
0	SOUTHERN CALIF EDISON COMP.	SCE: POWER SERVICE/VALLE LIN	06/28/2021	76.11
0	SPRINT	SPRINT: MONTHLY CELL PHONE	06/03/2021	124.05

Check No.	Vendor/Employee	Transaction Description	Date	Amount
0	SPRINT	SPRINT: MONTHLY CELL PHONE	06/24/2021	121.41
0	UNITED SITE SERVICES OF CA IN	UNITED SITE: WEEKLY SVC PORT	06/03/2021	123.93
0	UNITED SITE SERVICES OF CA IN	UNITED SITE SVC: PORTABLE RE	06/17/2021	123.93
0	US BANK	US BANK: CALCARD CHARGES- !	06/10/2021	5,827.45
0	W & S SERVICES	W&S: SEWER SERVICE/SHOP- 4/30	06/09/2021	481.14
0	WEX BANK	WEX BANK: 05/2021 FUEL PURCH	06/03/2021	4,249.82
0	ALEJANDRO HEREDIA	HEREDIA,A:BOOTS REIMBURSEM	06/29/2021	310.00
0	BRANDON LOPEZ	B.LOPEZ: BOOTS REIMBURSEME	06/29/2021	150.00
0	CODY GILMER	GILMER,C: JEANS REIMBURSEMI	06/29/2021	160.00
0	MATTHEW HERNANDEZ	HERNANDEZ,M: REIMBURSEMEN	06/03/2021	102.36
24274	ALL-PHASE ELECTRIC SUPPLY CO	ALL-PHASE ELECTRIC: 7 LED MI	06/03/2021	256.80
24275	B & B DO IT CENTER	B&B: BOLTS,HAMMER BITS,RGD	06/03/2021	318.53
24277	BIGBRAND TIRE & SERVICE	BIGBRAND TIRE:ACCT.#HO-91319	06/03/2021	705.74
24280	CITY OF CAMARILLO	CITY OF CAM: WATER SERVICE/L	06/03/2021	11,507.88
24281	COASTAL PIPCO IRRIGATION INC	COASTAL PIPCO: IRRIGATION PAJ	06/03/2021	97.43
24282	DAY- LITE MAINTENANCE CO. IN	DAY-LITE MAINT.: LAMPS & BAL	06/03/2021	10,887.00
24283	LESLIE S. GILMER III	S G MASONRY: NEW DRAINS INS'	06/03/2021	2,500.00
24285	KASTLE KARE	KASTLE KARE: 10 RAT STATIONS.	06/03/2021	100.00
24287	LINCOLN AQUATICS	LINCOLN AQUATICS: CHLORINE,	06/03/2021	455.44
24288	M & B SERVICES INC.	M&B SERVICES: PLUMBING/LEA	06/03/2021	554.66
24289	ARMANDO MADERA	MADERA,A:REIMBURSEMENT FC	06/03/2021	150.00
24290	NAPA AUTO PARTS	NAPA AUTO: STARTER/TRUCK #2:	06/03/2021	311.06
24294	PHOENIX GROUP INFORMATION ;	PHOENIX INFO GRP.- PCSC FOR T	06/03/2021	335.00
24295	RAIN MASTER IRRIGATION SYST.	RAIN MASTER: IRRIGATION CON	06/03/2021	568.10
24296	SITEONE LANDSCAPE SUPPLY LI	SITEONE: UNION BALL VALVE/O-	06/03/2021	454.89
24297	TRAFFIC TECHNOLOGIES LLC.	TRAFFIC TECNOLOGIES:15 DELI	06/03/2021	1,306.64
24298	TURF STAR INC.	TURF STAR: FILTER FOR MOWER	06/03/2021	418.84
24299	VENTURA COUNTY SCOTTISH RI	VC SCOTTISH RITE :RENTAL REF	06/03/2021	100.00
24306	FENCE FACTORY RENTALS	FENCE FACTORY: FENCE & GATE	06/09/2021	1,539.00
24308	AIRWORKS SOLUTIONS INC.	AIRWORKS SOLUTION: SERVICE	06/17/2021	250.00
24309	AMERICAN RESOURCE RECVY	AMERICAN RESOURCE: MONTHL	06/17/2021	947.39
24310	B & B DO IT CENTER	B&B:HINGES & SASH LIFTS/DOS	06/17/2021	628.11
24312	BOETHING TREELAND FARMS IN	BOETHING TREELAND FARM: TR	06/17/2021	968.47
24314	CRESTVIEW MUTUAL WATER CO.	CRESTVIEW MUTUAL WATER:LP	06/17/2021	54.00
24315	EWING IRRIGATION PRODUCTS I	EWING IRRIGATION:IRRIGATION	06/17/2021	406.90
24316	KASTLE KARE	KASTLE KARE:10 RAT STATIONS/	06/17/2021	100.00
24318	M & B SERVICES INC.	M&B SERVICES: SNAKED SHOWE	06/17/2021	170.00
24322	NAPA AUTO PARTS	NAPA AUTO: SAFETY SWITCH,PIC	06/17/2021	583.69
24326	B & B DO IT CENTER	B&B: DISCOUNT TAKEN TWICE	06/17/2021	4.09
24327	CAMROSA WATER DISTRICT	CAMROSA: WATER SERVICE/HER	06/18/2021	21,062.66
24329	B & B DO IT CENTER	B&B: MATERIALS TO REMOVE LC	06/25/2021	721.92
24330	COUNTY OF VENTURA	COUNTY OF VENTURA:199- 04/20	06/25/2021	12.50
24332	HUB INTERNATIONAL INSURANC	HUB INSURANCE: 05/2021 INSUR	06/25/2021	-27.78
24334	LINCOLN AQUATICS	LINCOLN AQUATICS:RECHARGEI	06/25/2021	278.79
24336	NAPA AUTO PARTS	NAPA AUTO: STEERING BOX/VEH	06/25/2021	2,209.18
24337	PHOENIX GROUP INFORMATION ;	PHOENIX GROUP: PCSC FOR MON	06/25/2021	285.08
24338	SITEONE LANDSCAPE SUPPLY LI	SITE ONE: SOCKETS/ADAPTERS/I	06/25/2021	1,162.13
24343	B & B DO IT CENTER	B&B: PULLEY V-BELTS/EDGER/FI	06/29/2021	34.95
24344	CAMARILLO LAWNMOWER	CAM LAWNMOWER: 3 ECHO CHA	06/29/2021	70.62
24345	CAMARILLO NEWCOMER'S CLUE	CAMARILLO NEWCOMER'S CLUE	06/29/2021	54.00
24350	NAPA AUTO PARTS	NAPA AUTO PARTS: STA-BILL COI	06/29/2021	135.99
24352	RAIN MASTER IRRIGATION SYST.	RAINMASTER: MONTHLY CONTR	06/29/2021	568.10
24353	SITEONE LANDSCAPE SUPPLY LI	SITE ONE: RAINBIRD POP-UPS/NC	06/29/2021	714.29
Total for Department: 04 Parks				152,288.71
Department: 05 Administration				
0	ALESHIRE & WYNDER LLP	ALESHIRE& WYNDER: 05/2021 LE	06/17/2021	3,666.00
0	CULLIGAN OF SYLMAR	CULLIGAN: 05/2021 BOTTLE WAT.	06/04/2021	71.25
0	DIGITAL DEPLOYMENT	DIGITAL DEPLOYMENT: 06/2021 V	06/03/2021	300.00
0	SPECTRUM BUSINESS	SPECTRUM: TV CABLE SVC 5/17/2	06/03/2021	17.05
0	US BANK	US BANK: CALCARD CHARGES- !	06/10/2021	1,534.19
24273	ALLCONNECTED, INC.	ALLCONNECTED: 06/2021 CLOUD	06/03/2021	1,174.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
24276	BAY ALARM	BAY ALARM CO.: ALARM/CAMEF	06/03/2021	345.00
24284	J. THAYER COMPANY	J THAYER: MAILING LABELS/ADJ	06/03/2021	88.75
24286	PAUL LERMA	LERMA,P:INSTRUCTOR FEES/HCI	06/03/2021	62.50
24299	VENTURA COUNTY SCOTTISH RI	VC SCOTTISH RITE: PROCESSING	06/03/2021	75.00
24300	ADVANTAGE TELECOM/A+WIREL	ADVANTAGE TELECOM: 06/2021 I	06/04/2021	1,524.73
24301	ALLCONNECTED, INC.	ALLCONNECTED: 05/2021 AGREE	06/04/2021	2,460.00
24302	J. THAYER COMPANY	J THAYER: 10 CASES COPY PAPER	06/04/2021	559.95
24303	PETTY CASH - PLEASANT VALLE'	PVRPD: POSTAGE EXPENSE/PETT	06/04/2021	14.00
24304	DAVID TORFEH	TORFEH,D: INSTRUCTOR FEE/HC	06/04/2021	62.50
24307	ACORN NEWSPAPERS	ACORN NEWSPAPER:NPH ADOPT	06/17/2021	140.00
24317	KONICA MINOLTA	KONICA MINOLTA: 5/2021 BIZHUI	06/17/2021	1,265.93
24323	DAVID TORFEH	TORFEH,D: HCF HIKE/PERMIT 15(	06/17/2021	137.50
24333	J. THAYER COMPANY	J THAYER: BINDERS & DIVIDERS.	06/25/2021	334.40
24339	CODY SWANSON	SWANSON,C: INSTRUCTOR FEES/	06/25/2021	125.00
24354	MATTHEW VESTUTO	VESTUTO,M:CHUMASH CULTUR/	06/29/2021	100.00
Total for Department: 05 Administration				14,057.75
Total for Fund:10 General Fund				177,471.94



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 30 Park Dedication Fund				
Department: 00				
0	US BANK	US BANK: CALCARD CHARGES- :	06/10/2021	2,078.00
24325	WITHERS & SANDGREN, LTD.	WITHERS&SANDGREN: PLAN DO	06/17/2021	12,316.17
24348	LAUTERBACH & ASSOCIATES, IN	LAUTERBACH 7 ASSOC.: ARCHI 8	06/29/2021	745.00
Total for Department: 00				15,139.17
Total for Fund:30 Park Dedication Fund				15,139.17

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

257,242.07

Pleasant Valley Recreation and Park District  
 Finance Report  
 July 2021

	Date	Amount	
Accounts Payables:	07/2021	\$ 483,904.37	
	<b>Total</b>	<b>\$ 483,904.37</b>	
Payroll (Total Cost):	7/8/2021	\$ 132,290.26	
	7/22/2021	\$ 135,393.56	
	Gilmer- VACPO & COMPPPO	\$ 2,889.63	
	J.Juarez- Pay Adjustment	\$ 419.38	
	07/2021 BD. Comp.	\$ 1,496.97	
	<b>Total</b>	<b>\$ 272,489.80</b>	
Outgoing:Online Payments			
	7/8/2021	\$ 448,400.00	CALPFERS Unfunded Liaibility Payment- 2.5@55
	7/8/2021	\$ 1,460.00	CALPFERS Unfunded Liaibility Payment- 2@60
	7/9/2021	\$ 32,782.25	CALPERS- Health Insurance
	7/9/2021	\$ 521.25	VSP- Vision Insurance
	7/9/2021	\$ 1,820.87	The Hartford
	7/9/2021	\$ 2,427.68	The Guardian
	7/9/2021	\$ 378.84	Aflac
	7/13/2021	\$ 22,238.00	CALPFERS Unfunded Liaibility Payment- 2@62
	7/13/2021	\$ 29,443.00	CALPFERS Unfunded Liaibility Payment- 2@60
	7/16/2021	\$ 14,256.57	CALPERS- Ret.-PR-07/8/2021
	7/28/2021	\$ 14,400.97	CALPERS- Ret.-PR-07/22/2021
	<b>Total</b>	<b>\$ 568,129.43</b>	
	<b>Grand Total</b>	<b>\$ 1,324,523.60</b>	

Pleasant Valley Recreation & Park District  
 FY 20-21 Investments Summary  
 30-Jun-21

Purchase Date	Maturity Date	Purchase Price	Purchase Price	Market Price	Accrued Interest	Est. Annual Income	Est. Yield	Cur. Market Value	Int. Received Since Inception
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MBS Interest Summary		2020-2021				2020-2021 YTD Interest	Int. Received Since Inception				
Purchase Date	Maturity Date	FY 15-16 Interest	FY 17-18 Interest	FY 18-19 Interest	FY 19-20 Interest	Q1 Interest	Q2 Interest	Q3 Interest	Q4 Interest	2020-2021 YTD Interest	Int. Received Since Inception
		7,320.00	7,300.00	7,300.00	7,300.00	3,640.00	-	3,680.00	-	7,320.00	36,540.00
YTD Dividends and Interest											36,540.00

Includes Firstbank PR Santurce

	Q1 Interest	Q2 Interest	Q3 Interest	Q4 Interest	Current Qtr. Interest Rate	2020-2021 YTD Interest Earned	Ending Cash Balance Per GL As of 06/30/2021
<b>LAF:</b>	\$ 9,298.46	\$ 8,546.49	\$ 4,748.78	5,686.28		\$ 28,280.01	\$ 4,617,615.51

**Ventura County Pool & CALTRUST**  
 County Pool Restricted -0241  
 CALTRUST & County Unrestricted- 0240

**Pacific Western Bank Accounts**

457 Pension Assessment District Capital	\$ 5.89	\$ 11.62	\$ 11.44	\$ 7.75		\$ 36.70	\$ 86,359.92
Contingency Debt Service Quimby	\$ 88.40	\$ 35.29	\$ 74.69	\$ 59.36		\$ 257.74	\$ 687,943.20
	\$ 17.13	\$ 32.82	\$ 33.29	\$ 9.63		\$ 92.87	\$ 145,944.52
	\$ 3.34	\$ 1.24	\$ 7.31	\$ 11.18		\$ 23.07	\$ 167,216.32
	\$ 12.78	\$ 13.96	\$ 42.65	\$ 15.07		\$ 84.46	\$ 256,414.93
	\$ 21.22	\$ 14.73	\$ 36.57	\$ 41.65		\$ 114.17	\$ 431,482.30
<b>Total Invested Balance</b>							\$ 10,935,017.12

**Interest Earnings Summary**

	Q1 Interest	Q2 Interest	Q3 Interest	Q4 Interest	2020-2021 YTD Interest Earned
	33,705.45	29,027.40	15,363.61	8,017.95	\$ 86,114.41
<b>Total Dividends and Interest</b>					\$ 86,114.41

## CASH REPORT

	7/31/2021 Balance	7/31/2020 Balance	
<b>Restricted Funds</b>			
Debt Service - Restricted	\$ 256,432.07	\$ 126,733.97	
457 Pension Trust Restricted	\$ 83,837.02	\$ 60,355.54	
Quimby Fee - Restricted	\$ 396,418.30	\$ 139,207.23	
Multi-Bank Securities Restricted	\$ -	\$ 415,421.14	
Ventura County Pool - Restricted	\$ 4,546,106.60	\$ 4,555,874.88	
FCDP Checking	\$ 13,601.61	\$ 22,128.61	
<b>Total</b>	<b>\$ 5,296,395.60</b>	<b>\$ 5,319,721.37</b>	
<b>Semi-Restricted Funds</b>			
Assessment	\$ 954,358.86	\$ 893,493.56	
Capital Improvement	\$ 30,010.02	\$ 63,739.35	
Capital - Vehicle Replacement	\$ 79,843.80	\$ 79,843.80	
Capital - Designated Project	\$ 16,397.94	\$ 16,397.94	
LAIF - Capital #1200	\$ 4,045,795.89	\$ 2,361,410.24	
Contingency - Dry Period	\$ 361,000.00	\$ 361,000.00	
Contingency - Computer	\$ 20,000.00	\$ 15,000.00	
Contingency - Repair/Oper/Admin	\$ 200,000.00	\$ 50,000.00	
<b>Total</b>	<b>\$ 5,707,406.51</b>	<b>\$ 3,840,884.89</b>	
<b>Unrestricted Funds</b>			
Contingency	\$ 12,233.00	\$ 76,204.69	
LAIF/Cal Trust - Contingency #1301	\$ 2,320,504.80	\$ 1,621,990.60	
General Fund Checking	\$ 270,195.20	\$ 349,796.43	
<b>Total</b>	<b>\$ 2,602,933.00</b>	<b>\$ 2,047,991.72</b>	
<b>Total of all Funds</b>	<b>\$ 13,606,735.11</b>	<b>\$ 11,208,597.98</b>	<b>\$ 2,398,137.13</b>

	8/2/2021 Balance	8/31/2020 Balance	
<b>Restricted Funds</b>			
Debt Service - Restricted	\$ 256,432.07	\$ 126,738.27	
457 Pension Trust Restricted	\$ 83,837.02	\$ 60,357.59	
Quimby Fee - Restricted	\$ 396,418.30	\$ 139,072.88	
Multi-Bank Securities Restricted	\$ -	\$ 419,061.14	
Ventura County Pool - Restricted	\$ 4,546,106.60	\$ 4,555,874.88	
FCDP Checking	\$ 13,601.61	\$ 22,128.61	
<b>Total</b>	<b>\$ 5,296,395.60</b>	<b>\$ 5,323,233.37</b>	
<b>Semi-Restricted Funds</b>			
Assessment	\$ 954,358.86	\$ 847,780.11	
Capital Improvement	\$ 30,010.02	\$ 113,744.90	
Capital - Vehicle Replacement	\$ 79,843.80	\$ 79,843.80	
Capital - Designated Project	\$ 16,397.94	\$ 16,397.94	
LAIF - Capital #1200	\$ 4,045,795.89	\$ 2,361,410.24	
Contingency - Dry Period	\$ 361,000.00	\$ 361,000.00	
Contingency - Computer	\$ 20,000.00	\$ 15,000.00	
Contingency - Repair/Oper/Admin	\$ 200,000.00	\$ 50,000.00	
<b>Total</b>	<b>\$ 5,707,406.51</b>	<b>\$ 3,845,176.99</b>	
<b>Unrestricted Funds</b>			
Contingency	\$ 12,233.00	\$ 37,205.96	
LAIF/Cal Trust - Contingency #1301	\$ 2,320,504.80	\$ 1,160,998.82	
General Fund Checking	\$ 270,195.20	\$ 111,512.05	
<b>Total</b>	<b>\$ 2,602,933.00</b>	<b>\$ 1,309,716.83</b>	
<b>Total of all Funds</b>	<b>\$ 13,606,735.11</b>	<b>\$ 10,478,127.19</b>	<b>\$ 3,128,607.92</b>

# Bank Reconciliation

## Board Audit

User: FSantos  
 Printed: 08/04/2021 - 10:58AM  
 Date Range: 07/01/2021 - 07/31/2021  
 Systems: 'AP'



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 10 General Fund				
Department: 00 Non Departmentalized				
0	ARAMSCO INC.	ARAMSCO: SANITIZER/BLK LINE	07/28/2021	657.13
0	US BANK	US BANK: CALCARD CHARGES 6	07/09/2021	52.50
24362	CANON SOLUTIONS AMERICA INC	CANON SOLUTIONS: SUPPLIES/V	07/15/2021	491.89
24368	GOLDEN RETRIEVER CLUB OF G	GOLDEN RETRIEVER CLUB OF G	07/15/2021	300.00
24369	GOOSETOWN PRODUCTIONS INC	GOOSETOWN PRODUCTIONS:SOI	07/15/2021	4,500.00
24370	MARLICA HART	HART.M.: SEC. DEPOSIT REFUND.	07/15/2021	50.00
24390	RICHARD YOUNG	YOUNG,R:PERFORMANCE FEE/G	07/15/2021	2,400.00
24393	CAPRI	CAPRI:1ST QUARTER PYMT/WOR	07/15/2021	54,524.91

Total for Department: 00 Non Departmentalized 62,976.43

Department: 03 Recreation

0	US BANK	US BANK: CALCARD CHARGES 6	07/09/2021	49.96
0	CAMILLE TORGESON	TORGESON,C: INSTRUCTOR FEES	07/15/2021	290.55
0	CAMILLE TORGESON	TORGESON,C:INSTRUCTOR FEES	07/29/2021	95.03
0	DEBRA GREENWOOD	GREENWOOD,D: INSTRUCTOR FE	07/15/2021	776.49
0	DEBRA GREENWOOD	GREENWOOD,D:INSTRUCTOR FE	07/29/2021	855.27
0	ELEONORA CORTINA	CORTINA.E: INSTRUCTOR FEES/Z	07/15/2021	318.50
0	MARK TUSLER	TUSLER,M: INSTRUCTOR FEES/D	07/15/2021	156.00
0	PATRICIA J. BOLLAND	BOLLAND,P:INSTRUCTOR FEES/J	07/15/2021	981.50
24358	ALL GOOD DRIVING SCHOOL, INC	ALL GOOD DRIVERS: INSTRUCTC	07/15/2021	117.00
24363	JOHN CARRILLO	CARRILLO,J: FORFEIT/UMPIRE FI	07/15/2021	30.00
24366	THOMAS COSTA	COSTA,T: INSTRUCTOR FEES/PIC	07/15/2021	1,299.84
24371	DANIEL E. HOWARD	HOWARD, D: INSTRUCTOR FEES/	07/15/2021	197.60
24372	ROBERT INGLIS	INGLIS,R: INSTRUCTOR FEES/DIS	07/15/2021	97.50
24377	BRYAN MONKA	MONKA,B:INSTRUCTOR FEES/MS	07/15/2021	2,824.25
24380	PARKER ANDERSON ENRICHMEN	PARKER ANDERSON ENRICHMEN	07/15/2021	1,965.60
24389	YAA CREATIONS LLC	SNAPOLOGY:INSTRUCTOR FEES/	07/15/2021	663.00
24391	YOUTH EVOLUTION ACTIVITIES	YOUTH EVOLUTION SPORTS: INS	07/15/2021	2,473.64
24398	MENDAL HYDE	HYDE,M: INSTRUCTOR FEES/WAI	07/15/2021	58.11
24400	BRIAN SMALLWOOD	B.SMALLWOOD: INSTRUCTOR FE	07/15/2021	120.25
24404	RUSSELL AVISON	AVISON,R: INSTRUCTOR FEES/ PU	07/29/2021	579.15
24406	BINGO WEST #4	BINGO WEST#4: BINGO SUPPLIES	07/29/2021	1,085.05
24418	HARVEY MARDYKS	H.MARDYKS: INSTRUCTOR FEES	07/29/2021	1,446.25
24419	BRYAN MONKA	MONKA,B:INSTRUCTOR FEES/YO	07/29/2021	3,302.00
24430	AMBER WIGHTMAN	WIGHTMAN,A: CUSTOMER CLAS	07/29/2021	330.00
24431	DUNCAN YOUNG	YOUNG,D: INSTRUCTOR FEES/IN	07/29/2021	682.50

Total for Department: 03 Recreation 20,795.04

Department: 04 Parks

0	ARAMSCO INC.	ARAMSCO:TOILET PAPER/CLEAN	07/14/2021	8,103.08
0	ARAMSCO INC.	ARAMSCO: JANITORIAL SUPPLIE	07/29/2021	1,364.22
0	CITY OF CAMARILLO	CITY OF CAMARILLO: WATER SE	07/09/2021	16,300.27
0	CITY OF CAMARILLO	CITY OF CAM: WATER SERV./100	07/28/2021	27,683.28
0	CITY OF CAMARILLO	CITY OF CAMARILLO: WATER SE	07/30/2021	19,601.95
0	CULLIGAN OF SYLMAR	CULLIGAN:06/2021 BOTTLED WA	07/14/2021	17.90
0	E.J.HARRISON AND SONS, INC.	EJ HARRISON:07/2021 RUBBISH S	07/28/2021	4,336.74
0	GRAINGER	GRAINGER: EAR PLUGS/SAFETY	07/13/2021	257.49

Check No.	Vendor/Employee	Transaction Description	Date	Amount
0	MIRACLE RECREATION EQUIPME	MIRACLE RECREATION: SWING S	07/28/2021	2,412.17
0	SOCAL GAS COMPANY	SOCAL GAS CO.: GAS SERVICE/CO	07/01/2021	16.29
0	SOCAL GAS COMPANY	SOCAL GAS CO.: GAS SERVICE/LI	07/14/2021	2,221.29
0	SOCAL GAS COMPANY	SOCAL GAS: GAS SERVICE/COMN	07/29/2021	25.46
0	SOUTHERN CALIF EDISON COMP.	SCE: POWER SERVICE/LOKKER P.	07/14/2021	14,779.67
0	SOUTHERN CALIF EDISON COMP.	SCE: POWER SERVICE/MISSION C	07/28/2021	6,683.55
0	SOUTHERN CALIF EDISON COMP.	SCE: POWER SERVICE/CAM GROV	07/29/2021	71.44
0	SPRINT	SPRINT: MOBILE PHONE SVC/6-1:	07/28/2021	128.71
0	UNITED SITE SERVICES OF CA IN	UNITED SITE SVC:PORTABLE REE	07/13/2021	46.86
0	UNITED SITE SERVICES OF CA IN	UNITED SITE SVCS:SVC/PORTABI	07/28/2021	123.93
0	US BANK	US BANK: CALCARD CHARGES 6.	07/09/2021	2,212.76
0	W & S SERVICES	W&S: SEWER SERVICE/FREEDOM	07/13/2021	481.14
0	WEX BANK	WEX BANK: 06/2021 FUEL PURCH	07/13/2021	5,015.76
0	BRANDON LOPEZ	LOPEZ,B: JEANS REIMBURSEMEN	07/15/2021	144.75
0	JESSE GOMEZ	GOMEZ,J: BOOTS REIMBURSEMEN	07/15/2021	149.77
0	JOSEPH KEY	KEY,J: JEANS REIMBURSEMENT	07/15/2021	310.00
0	MICHAEL P. CRUZ	CRUZ,M: JEANS REIMBURSEMEN	07/15/2021	310.00
0	NICK MARIENTHAL	MARIENTHAL,N: JEANS REIMBU	07/15/2021	303.16
24360	AMERICAN RESOURCE REC VY	AMERICAN RESOURCE RCY: 06/2	07/15/2021	947.39
24361	B & B DO IT CENTER	B&B:THREAD COMPOUND/GLOV	07/15/2021	522.58
24365	CITY OF CAMARILLO	CITY OF CAMARILLO: WATER SE.	07/15/2021	11,512.97
24375	LINCOLN AQUATICS	LINCOLN AQUATICS: BATTERY P.	07/15/2021	278.79
24376	M & B SERVICES INC.	M&B SERVICES:WATER LEAK/AQ	07/15/2021	442.16
24381	PEACH HILL SOILS INC.	PEACH HILL SOILS: SAND/PLAYG	07/15/2021	2,496.79
24384	SITEONE LANDSCAPE SUPPLY LI	SITEONE: PVC ADAPTERS/EMITT	07/15/2021	1,379.47
24386	TURF STAR INC.	TURF STAR: AIR CLEANER ASSEM	07/15/2021	274.56
24392	CAMROSA WATER DISTRICT	CAMROSA: WATER SERVICE/CAN	07/15/2021	23,782.50
24397	CRESTVIEW MUTUAL WATER CO.	CRESTVIEW MUTUAL WATER: FC	07/15/2021	54.00
24403	APOLLO WOOD RECOVERY, INC.	APOLLO WOOD RECOVERY: WOC	07/29/2021	5,817.50
24410	COUNTY OF VENTURA	COUNT OF VENTURA: 05/2021 CIT	07/29/2021	37.50
24411	COUNTY OF VENTURA	COUNTY OF VENTURA:FREEDOM	07/29/2021	367.71
24412	COUNTY OF VENTURA	COUNTY OF VENTURA:PV POOL I	07/29/2021	590.19
24413	HOSE-MAN INC.	HOSE-MAN,INC:HYDRAULIC HOE	07/29/2021	56.76
24415	KASTLE KARE	KASTLE KARE: BAIT STATIONS/E	07/29/2021	100.00
24417	LINCOLN AQUATICS	LINCOLN AQUATICS: ROBOTIC P	07/29/2021	5,203.25
24420	NAPA AUTO PARTS	NAPA AUTO: MACS CHAIN CABLI	07/29/2021	53.08
24423	PHOENIX GROUP INFORMATION I	PHOENIX GROUP:PCSC FOR THE	07/29/2021	177.57
24425	SITEONE LANDSCAPE SUPPLY LI	SITE ONE: IRRIGATION SUPPLIES	07/29/2021	2,426.79
24426	STOVER SEED COMPANY	STOVER SEED:PRO-SPORTSFIEL	07/29/2021	1,265.55
24427	TRAFFIC TECHNOLOGIES LLC.	TRAFFIC TECHNOLOGIES: NO PA	07/29/2021	60.09
24428	TURF STAR INC.	TURF STAR:AIR CLEANER/MOWE	07/29/2021	274.86
24429	VISTA FORD OF OXNARD	VISTA FORD: MANUFACTURER R	07/29/2021	10.49
24433	B & B DO IT CENTER	B&B: FLR MARKING PAINT/ARNE	07/29/2021	100.11
24434	RAIN MASTER IRRIGATION SYST	RAIN MASTER: MONTHLY IRRIG/	07/29/2021	568.10

Total for Department: 04 Parks

171,902.40

Department: 05 Administration

0	ALESHIRE & WYNDER LLP	ALESHIRE & WYNDER: 06/2021 LI	07/28/2021	7,738.30
0	CULLIGAN OF SYLMAR	CULLIGAN:06/2021 BOTTLED WA	07/14/2021	71.25
0	DIGITAL DEPLOYMENT	STREAMLINE: 07/2021 WEBSITE S	07/13/2021	300.00
0	SPECTRUM BUSINESS	SPECTRUM BUSINESS: CABLE SE	07/27/2021	34.10
0	US BANK	US BANK: CALCARD CHARGES 6.	07/09/2021	1,399.55
24356	ACCU-PRINTS/M&L PARTNERSHIP	ACCU-PRINTS: NEW EMPLOYEE S	07/15/2021	75.00
24357	ADVANTAGE TELECOM/A+WIREL	ADVANTAGE TELECOM: 7/2021 IN	07/15/2021	1,520.92
24359	ALLCONNECTED, INC.	ALLCONNECTED:7/2021 CLOUD E	07/15/2021	1,501.00
24364	CENTERS FOR FAMILY HEALTH	CENTERS FOR FAMILY HEALTH: I	07/15/2021	775.00
24367	CPRS	CPRS: MEMBER AGENCY DUES- 5	07/15/2021	555.00
24373	KONICA MINOLTA	KONICA MINOLTA: 06/201 BIZHUI	07/15/2021	776.58
24374	LAFCO	LAFCO:SPECIAL DISTRICT- 21/22	07/15/2021	6,496.00
24378	MOSS,LEVY & HARTZHEIM	MOSS,LEVY&HARTZHEIM: AUDI	07/15/2021	1,000.00
24379	NOT JUST PRINTING	NOT JUST PRINTING: AP CHECKS	07/15/2021	209.05
24382	QUADIENT LEASING USA, INC.	QUADIENT LEASING: POSTAGE M	07/15/2021	258.44

Check No.	Vendor/Employee	Transaction Description	Date	Amount
24383	SHARPDOTS.COM	SHARPDOTS: BUSINESS CARDS/S	07/15/2021	357.70
24385	STATE OF CALIFORNIA DEPT. OF	STATE OF CA/DOJ: FINGERPRINT	07/15/2021	224.00
24387	VCSDA	VCSDA: DUES FOR 2021-2022	07/15/2021	150.00
24394	CARPD	CARPD: MEMBERSHIP DUES 7/1-6	07/15/2021	2,500.00
24395	CCI OFFICE TECHNOLOGIES	CCI OFFICE TECH: INK CARTRIDG	07/15/2021	185.77
24396	COUNTY OF VENTURA	COUNTY OF VENTURA: COST FOI	07/15/2021	4,900.00
24399	PRODUCTIVE PARKS LLC	PRODUCTIVE PARKS: ANNUAL S	07/15/2021	4,834.00
24402	VCSDA	VCSDA: VCSDA MEETING FEE- 8/	07/27/2021	42.00
24405	BAY ALARM	BAY ALARM: ALARM SVC 8/1-11/	07/29/2021	330.00
24409	CITY OF CAMARILLO- CASHIER	CITY OF CAMARILLO: CAMERA C	07/29/2021	831.14
24414	J. THAYER COMPANY	J THAYER: OFFICE SUPPLIES/SLE	07/29/2021	113.15
24416	PAUL LERMA	P.LERMA: INSTRUCTOR FEES/LE	07/29/2021	62.50
24422	NRPA	NRPA: MEMBERSHIP RENEWAL- 1	07/29/2021	875.00
24424	ALAN SALAZAR	SALAZAR,A:END OF SUMMER CA	07/29/2021	275.00
24432	CAPRI	CAPRI:2021-2022 PROP & LIAIB. D	07/29/2021	118,349.00
24435	CODY SWANSON	SWNASON,C: INSTRUCTOR FEE/F	07/29/2021	75.00
Total for Department: 05 Administration				156,814.45
Total for Fund:10 General Fund				412,488.32



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 20 Assessment Fund				
Department: 00 Non Departmentalized				
24388	WEST COAST ARBORISTS INC.	WCA: TREE TRIMMING/BOB KILI	07/15/2021	11,442.00
24407	BRIGHTVIEW LANDSCAPE SERVI	BRIGHTVIEW LANDSCAPE: JUNE	07/29/2021	21,980.84
24408	BRIGHTVIEW LANDSCAPE SERVI	BRIGHTVIEW: 7/2021 LANDSCAPI	07/29/2021	21,980.84
24421	NATURAL GREEN LANDSACAPES	NATURAL GREEN: 07/2021 LANDS	07/29/2021	16,012.37
Total for Department: 00 Non Departmentalized				71,416.05
Total for Fund:20 Assessment Fund				71,416.05

Grand Total

483,904.37

P.O. BOX 6343  
FARGO ND 58125-6343

**ACCOUNT NUMBER**  
**STATEMENT DATE** 07-22-2021  
**AMOUNT DUE** \$13,319.15  
**NEW BALANCE** \$13,319.15  
PAYMENT DUE ON RECEIPT

000001930 01 SP 0.560 106481369588695 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"

*Leo Young*

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

001331915 001331915

tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY								
PLEASANT VALLEY REC	Previous Balance	Purchases And Other Charges	Cash Advances	Cash Advance Fees	Late Payment Charges	Credits	Payments	New Balance
Company Total	\$3,714.77	\$13,788.60	\$0.00	\$0.00	\$0.00	\$469.45	\$3,714.77	\$13,319.15

CORPORATE ACCOUNT ACTIVITY			
PLEASANT VALLEY REC PRK			TOTAL CORPORATE ACTIVITY
			\$3,714.77 CR
Post Date	Tran Date	Reference Number	Transaction Description
07-12	07-12	74798261193000000000014	PAYMENT - 2384 00000 A
			3,714.77 PY

NEW ACTIVITY					
LEONARD YOUNG		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$2,248.04	\$0.00	\$2,248.04
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
6-24	06-23	24943001174700736563472	ADOBE ACROPRO SUBS 800-443-8158 CA	1,367.64	
7-05	07-01	24692161183100418194585	VENTURA COUNTY STAR 805-437-0406 CA	9.99	
7-07	07-06	24011341187000042421008	ANNUVIA WWW.ANNUVIA.C WI	260.00	
7-08	07-07	24137461188300618020851	BIG LOTS STORES - #4157 CAMARILLO CA	15.02	
7-09	07-08	24692161169100143397226	AMAZON.COM*299A59B40 AMZN.COM/BILL WA	41.21	

<b>CUSTOMER SERVICE CALL</b>  800-344-5696	<b>ACCOUNT NUMBER</b>		<b>ACCOUNT SUMMARY</b>	
	<b>STATEMENT DATE</b> 07/22/21	<b>DISPUTED AMOUNT</b> .00	<b>PREVIOUS BALANCE</b>	3,714.77
<b>SEND BILLING INQUIRIES TO:</b> U.S. Bank National Association U.S. Bancorp Purchasing Card Program P.O. Box 6335 Fargo, ND 58125-6335	<b>AMOUNT DUE</b>  13,319.15		<b>PURCHASES &amp; OTHER CHARGES</b>	13,788.60
			<b>CASH ADVANCES</b>	.00
			<b>CASH ADVANCE FEES</b>	.00
			<b>LATE PAYMENT CHARGES</b>	.00
			<b>CREDITS</b>	469.45
		<b>PAYMENTS</b>	3,714.77	
		<b>ACCOUNT BALANCE</b>	13,319.15	



Company Name: PLEASANT VALLEY REC PRK
Corporate Account Number:
Statement Date: 07-22-2021

**NEW ACTIVITY**

Post Date	Tran Date	Reference Number	Transaction Description	Amount
7-09	07-08	24692161189100338837168	J2 *METROFAX 888-929-4141 CA	9.95
7-09	07-07	24941681189206688100929	BANDITS GRILL & BAR CAMARILLO CA	88.74
7-14	07-13	24431061194083729654080	AMAZON.COM*2E4G28TC1 AMZN AMZN.COM/BILL WA	68.31
7-16	07-15	24013391196002420144279	WOOD RANCH CAMARILLO CAMARILLO CA	82.68
7-21	07-21	24204291202000008193729	MSFT * E0700FCOAI 800-642-7676 WA	16.00
7-21	07-20	24430991201400818007022	MSFT * E0700FCW2K 800-642-7676 WA	262.50
7-21	07-20	24430991201400818007030	MSFT * E0700FCQUL 800-642-7676 WA	26.00

<b>ANNY BINNEY</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$0.00	\$1,993.77	\$0.00	\$1,993.77

Post Date	Tran Date	Reference Number	Transaction Description	Amount
6-24	06-24	24492151175745768110699	ALLIED BINGO SUPPLIES 195-453-2509 FL	70.03
6-28	06-27	24431061178083729630700	AMZN MKTP US*218QC19Q0 AM AMZN.COM/BILL WA	40.73
7-01	06-29	24231681181837000811012	VONS #1672 CAMARILLO CA	300.00
7-09	07-08	24789301189959100054203	BOWNET 805-3101650 CA	1,583.01

<b>ATLYN SIMBER CLICKENER</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$0.00	\$465.00	\$0.00	\$465.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
7-09	07-08	24431061189083742284144	SWANK MOTION PICTURES IN 800-876-5445 MO	465.00

<b>ICK MARIENTHAL</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$389.46	\$2,108.67	\$0.00	\$1,719.21

Post Date	Tran Date	Reference Number	Transaction Description	Amount
6-24	06-22	24137461174200147260026	AUTOZONE 6211 CAMARILLO CA	218.78
6-25	06-23	74692161175100112007047	AMZN MKTP US AMZN.COM/BILL WA	335.46CR
6-28	06-25	74137461177200216843688	AUTOZONE 6211 CAMARILLO CA	54.00CR
6-28	06-24	24316051176548717039455	SHELL OIL 57442710604 CAMARILLO CA	64.88
6-28	06-26	24692161178100623945455	AMZN MKTP US*214BP76D2 AMZN.COM/BILL WA	450.30
6-05	07-02	24692161184100307364561	AMZN MKTP US*299489J30 AMZN.COM/BILL WA	224.70
6-09	07-07	24943011189010188154768	THE HOME DEPOT #1012 CAMARILLO CA	26.90
6-12	07-08	24316051190548228055869	SHELL OIL 10005810014 CAMARILLO CA	62.61
6-16	07-15	24906411196125908574968	EREPLACEMENTPARTS.COM 866-3229842 FL	582.09
6-20	07-19	24692161201100683652802	AMZN MKTP US*2E4PS03I2 AMZN.COM/BILL WA	424.66
6-21	07-19	24316051201548227043632	SHELL OIL 10005810014 CAMARILLO CA	53.75

<b>RANDON LOPEZ</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$0.00	\$1,662.27	\$0.00	\$1,662.27

Post Date	Tran Date	Reference Number	Transaction Description	Amount
6-24	06-23	24492151174852989488564	CA PARK REC SOCIETY 916-665-2777 CA	145.00

Company Name: PLEASANT VALLEY REC PRK

Corporate Account Number:

Statement Date: 07-22-2021

NEW ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-24	06-23	24492151174852989574132	CA PARK REC SOCIETY 916-665-2777 CA	1,385.00
07-02	06-30	24034541182000035466542	7-ELEVEN 33567 CAMARILLO CA	65.41
07-19	07-16	24015171197002488507279	76 - UP0688 CAMARILLO CA	66.86

JOHN FITCHER  
CREDITS \$0.00 PURCHASES \$72.68 CASH ADV \$0.00 TOTAL ACTIVITY \$72.68

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-23	06-21	24943011173010187862955	THE HOME DEPOT #1012 CAMARILLO CA	38.48
07-15	07-13	24943011195010192062777	THE HOME DEPOT #1012 CAMARILLO CA	34.20

MICHAEL GUERRERO  
CREDITS \$0.00 PURCHASES \$62.78 CASH ADV \$0.00 TOTAL ACTIVITY \$62.78

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-05	07-01	24943011183010191122196	THE HOME DEPOT #1012 CAMARILLO CA	41.63
07-14	07-12	24943011194010187911831	THE HOME DEPOT #1012 CAMARILLO CA	21.15

MACY TRUFRIONO  
CREDITS \$0.00 PURCHASES \$2,261.32 CASH ADV \$0.00 TOTAL ACTIVITY \$2,261.32

Post Date	Tran Date	Reference Number	Transaction Description	Amount
6-23	06-22	24801971173286094200994	SUPPLIESOUTLET.COM 877-822-8659 NV	39.56
6-30	06-29	24431061181286402801564	LIFEGUARD STORE - ONLINE 309-451-5858 IL	387.94
7-02	07-01	24492151182637801491908	SIGNUPGENIUS WWW.SIGNUPGEN NC	9.99
7-15	07-13	24906041195040100007616	OGLEBAY RESRT ONLINE WHEELING WV 0001045833 ARRIVAL: 07-12-21	918.01
7-22	07-20	24906041202040100004572	WILSONS LODGE OGLEBAY WHEELING WV 0000952288 ARRIVAL: 07-19-21	905.82

MARY OTTEN  
CREDITS \$50.00 PURCHASES \$0.00 CASH ADV \$0.00 TOTAL ACTIVITY \$50.00 CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
6-24	06-18	24011341175000002539512	CARPD WWW.CAPARKDIS CA	50.00 CR

MILY RAAB  
CREDITS \$29.99 PURCHASES \$1,178.60 CASH ADV \$0.00 TOTAL ACTIVITY \$1,148.61



Company Name: PLEASANT VALLEY REC PRK
Corporate Account Number: _____
Statement Date: 07-22-2021

**NEW ACTIVITY**

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-23	06-21	74692161173100564319439	LINKEDIN-580*2147086 LNKD.IN/BILL CA	29.99CR
06-24	06-23	24431061175091646133032	SHARPDOTS 414--65-65 CA	25.45
07-07	07-06	24431061188091712823701	SHARPDOTS 414--65-65 CA	357.70
07-09	07-08	24011341189000043568433	SURVEYMONK* T 40981383 WWW.SURVEYMON CA	384.00
07-13	07-12	24492151193715463785150	CABLE TIES AND MORE 877-284-7760 WY	36.45
07-15	07-14	24039641196207930000162	NRPA OPERATING 703-858-2183 VA	375.00

<b>ROBERT A CERASUOLO</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
	\$0.00	\$1,735.47	\$0.00	\$1,735.47

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-01	06-30	24164071181741193001693	FEDEX 940619535741 MEMPHIS TN	16.61
07-01	06-30	24164071181741193010868	FEDEX 280931876654 MEMPHIS TN	43.86
07-07	07-06	24492151187852637954459	CA PARK REC SOCIETY 918-665-2777 CA	1,675.00

Department: 00000 Total: \$13,319.15  
 Division: 00000 Total: \$13,319.15

**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 1, 2021**

**SUBJECT: FINANCE REPORT JUNE 2021**

**RECOMMENDATION**

It is recommended the Board review and approve the **PRELIMINARY/UNAUDITED** Financial Statements for June 30, 2021, for Fund 10, Fund 20, and Fund 30.

**ANALYSIS OF COMPARATIVE FINANCIAL THROUGH JUNE 30, 2021**

The District's **PRELIMINARY/UNAUDITED** Statements of Revenues and Expenditures for the period of July 1, 2020, through June 30, 2021, with a year-to-date comparison for the period of July 1, 2019, through June 30, 2020, are attached. The percentage rate used for the 2020-2021 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, 2021, for Fund 10 (General Fund) has an overall increase of \$42,595 in comparison to fiscal year 2019-2020. The variance from prior year is made up of an increase in 1) Property Tax Apportionment (\$358,394), 2) decrease in Public Fees (#5511) (\$145,963), 3) decrease in Interest Earnings (\$62,944), 4) decrease in Contributions (\$53,538) and 5) decrease in Rental (\$52,612). These decreases are due primarily to the COVID-19 worldwide pandemic which was officially declared in March 2020 and is still ongoing.

Total **PRELIMINARY/UNAUDITED** revenue for the 12<sup>th</sup> month ending June 30, 2021, for Fund 20 (Assessment District) is at 101.42% of budget.

Fund 30, the Park Dedication Fund received \$38,928 in Interest Earnings and MBS Interest Earnings.

**EXPENDITURES**

**PRELIMINARY/UNAUDITED** Personnel Expenditures have decreased by \$96,321 for fiscal year 2020-2021 in comparison to personnel expenses for the same time last year. The variance is made up of multiple line items throughout personnel.

**PRELIMINARY/UNAUDITED** Service and Supply Expenditures for Fund 10 have decreased \$651,087 in comparison to the same period last year. This decrease in expenditure is primarily due

to the following items: 1) decrease in Hill Fire 2018 (\$368,975), 2) decrease in Reserve Buckets (\$135,000) 3) decrease in COVID-19 Refunds (\$85,681) and decreases in other various accounts.

**PRELIMINARY/UNAUDITED** Fund 20 is at 103.86% in Personnel and 96.45% in Service and Supplies.

**PRELIMINARY/UNAUDITED** Fund 30 has no Personnel Expenses for the fiscal year 2020-2021 and Services and Supplies expenses consist of \$12.00.

The Capital projects finished at 64% of budget for Fund 10 on June 30, 2021. The percentage is low for Capital as of June 30, 2021, due to the COVID-19 pandemic. Staff was not able to secure the purchase of a vehicle due to a shortage of the 'new car chips'. Staff decided to defer the purchase of the inflatable for recreation until the restrictions on the pandemic loosens so the budget for the inflatable was moved to FY2021-2022 as the intent will be to purchase.

### **FISCAL IMPACT**

Overall, the **PRELIMINARY/UNAUDITED** financials show the District is under the approved budget for Fund 10 by 9.34% and Fund 20 by 3.38%.

### **RECOMMENDATION**

It is recommended the Board review and approve the **PRELIMINARY/UNAUDITED** Financial Statements for June 30, 2021, for Fund 10, Fund 20 and Fund 30.

### **ATTACHMENTS**

- 1) Financial Statement of Revenues and Expenditures as of June 30, 2021, Fund 10  
(3 pages)
- 2) Financial Statement of Revenue and Expenditures as of June 30, 2021, Fund 20  
(1 page)
- 3) Financial Statement of Revenue and Expenditures as of June 30, 2021, Fund 30  
(1 page)



General Ledger  
Fund 10 General Fund  
June 2021 100%

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	\$ (188,632.68)	\$ (6,979,363.14)	\$ (7,337,756.80)	\$ (6,481,869.00)	\$ 855,887.80	113.20%
Interest Earnings	5310	\$ (21.17)	\$ (88,902.77)	\$ (25,958.89)	\$ (20,635.00)	\$ 5,323.89	125.80%
MBS Interest Earnings	5320	\$ -	\$ 533.67	\$ -	\$ -	\$ -	0.00%
Dividends - CAPRI Prior Years	5460	\$ -	\$ (11,709.00)	\$ -	\$ -	\$ -	0.00%
Hill Fire 2018	5465	\$ -	\$ (149,919.63)	\$ (219,884.01)	\$ (219,884.00)	\$ 0.01	100.00%
Park Patrol Citations	5506	\$ -	\$ (3,842.95)	\$ (1,100.00)	\$ (1,900.00)	\$ (800.00)	57.89%
Bingo Revenue	5508	\$ (2,214.75)	\$ -	\$ (2,736.25)	\$ -	\$ 2,736.25	0.00%
Contract Classes-Public Fees	5510	\$ (39,166.74)	\$ (143,251.67)	\$ (130,639.25)	\$ (41,698.00)	\$ 88,941.25	313.30%
Public Fees	5511	\$ (23,382.00)	\$ (230,780.35)	\$ (84,817.19)	\$ (20,000.00)	\$ 64,817.19	424.09%
Public Fees-Entry Fees	5520	\$ (4,066.00)	\$ (28,076.76)	\$ (10,764.00)	\$ (2,000.00)	\$ 8,764.00	538.20%
Vending Concessions	5525	\$ -	\$ (2,525.50)	\$ -	\$ -	\$ -	0.00%
Rental	5530	\$ (66,739.00)	\$ (319,257.10)	\$ (266,645.56)	\$ (100,900.00)	\$ 165,745.56	264.27%
Cell Tower Revenue	5535	\$ (8,402.63)	\$ (94,725.79)	\$ (97,895.88)	\$ (91,704.00)	\$ 6,191.88	106.75%
Parking Fees	5540	\$ (1,763.24)	\$ (9,455.71)	\$ (11,345.60)	\$ (6,261.00)	\$ 5,084.60	181.21%
Dues	5550	\$ -	\$ 50.00	\$ -	\$ -	\$ -	0.00%
Activity Guide Revenue	5555	\$ (300.00)	\$ (25,010.00)	\$ (1,750.00)	\$ -	\$ 1,750.00	0.00%
Sponsorships/Donations	5558	\$ (500.00)	\$ (4,950.00)	\$ (4,065.00)	\$ -	\$ 4,065.00	0.00%
Staffing Cost Recovery	5563	\$ (9,170.00)	\$ (21,966.06)	\$ (33,263.00)	\$ (7,500.00)	\$ 25,763.00	443.51%
Special Event Permits	5564	\$ -	\$ (403.00)	\$ (600.00)	\$ -	\$ 600.00	0.00%
Gain/(Loss) LAIF Investments	5565	\$ -	\$ 11,561.08	\$ -	\$ -	\$ -	0.00%
Security Services Recovery	5566	\$ -	\$ (2,250.00)	\$ -	\$ -	\$ -	0.00%
Contributions	5570	\$ (4,000.00)	\$ (94,777.00)	\$ (41,239.00)	\$ (36,000.00)	\$ 5,239.00	114.55%
Grants	5573	\$ (7,176.00)	\$ (3,024.65)	\$ (7,176.00)	\$ -	\$ 7,176.00	0.00%
Other Misc Revenue	5575	\$ 24,089.59	\$ (65,285.52)	\$ (37,621.62)	\$ (20,082.00)	\$ 17,539.62	187.34%
Credit Card Processing Fee	5576	\$ (79.05)	\$ (726.03)	\$ (172.84)	\$ -	\$ 172.84	0.00%
Cash Over/Under	5580	\$ -	\$ (146.00)	\$ (166.00)	\$ -	\$ 166.00	0.00%
Incentive Income	5585	\$ (470.67)	\$ (2,958.60)	\$ (1,091.35)	\$ (800.00)	\$ 291.35	136.42%
CARES ACT Reimb SUI	5590	\$ -	\$ (8,978.00)	\$ -	\$ -	\$ -	0.00%
Reimbursement - ROPS	5600	\$ -	\$ (309,187.20)	\$ (373,105.94)	\$ (313,000.00)	\$ 60,105.94	119.20%
Reimb-Needs Assessment/LPA	5605	\$ -	\$ (75,482.17)	\$ (17,610.38)	\$ -	\$ 17,610.38	0.00%
<b>Revenue</b>		<b>\$ (331,994.34)</b>	<b>\$ (8,664,809.85)</b>	<b>\$ (8,707,404.56)</b>	<b>\$ (7,364,233.00)</b>	<b>\$ 1,343,171.56</b>	<b>118.24%</b>
<b>YTD Comparison</b>				<b>\$ (42,594.71)</b>			
<b>Personnel</b>							
Full Time Salaries	6100	\$ 245,042.50	\$ 2,343,327.06	\$ 2,322,589.04	\$ 2,331,694.00	\$ 9,104.96	99.61%
Overtime Salaries	6101	\$ 1,314.22	\$ 25,536.88	\$ 10,265.05	\$ 15,490.00	\$ 5,224.95	66.27%
Car Allowance	6105	\$ 830.74	\$ 10,799.62	\$ 10,799.62	\$ 10,800.00	\$ 0.38	100.00%
Cell Phone Allowance	6108	\$ 1,077.58	\$ 16,563.00	\$ 13,858.00	\$ 14,610.00	\$ 752.00	94.85%
Part-Time Salaries	6110	\$ 34,674.17	\$ 417,890.34	\$ 196,372.38	\$ 232,516.00	\$ 36,143.62	84.46%
Retirement	6120	\$ 41,165.39	\$ 384,984.81	\$ 398,724.92	\$ 404,671.00	\$ 5,946.08	98.53%
457 Pension	6121	\$ (61,548.75)	\$ 6,870.68	\$ 6,975.49	\$ 7,445.00	\$ 469.51	93.69%
Deferred Compensation	6125	\$ 491.06	\$ -	\$ 4,750.10	\$ 4,615.00	\$ (135.10)	102.93%
Employee Insurance	6130	\$ 31,781.99	\$ 239,112.65	\$ 336,637.27	\$ 303,622.00	\$ (33,015.27)	110.87%
Workers Compensation	6140	\$ 16,597.57	\$ 177,907.82	\$ 109,240.57	\$ 141,014.00	\$ 31,773.43	77.47%
Unemployment Insurance	6150	\$ -	\$ 9,611.00	\$ 28,430.50	\$ 53,400.00	\$ 24,969.50	53.24%
Loan - Pension Obligation	6160	\$ -	\$ 11,848.86	\$ 24,742.00	\$ 256,742.00	\$ 232,000.00	9.64%
PERS Unfunded Liability	6170	\$ -	\$ 349,318.00	\$ 434,065.00	\$ 434,065.00	\$ -	100.00%
<b>Personnel</b>		<b>\$ 311,426.47</b>	<b>\$ 3,993,770.72</b>	<b>\$ 3,897,449.94</b>	<b>\$ 4,210,684.00</b>	<b>\$ 313,234.06</b>	<b>92.56%</b>
<b>YTD Comparison</b>				<b>\$ (96,320.78)</b>			
<b>Services and Supplies</b>							
Telephone/Internet	6210	\$ 1,646.14	\$ 18,170.82	\$ 20,318.01	\$ 16,596.00	\$ (3,722.01)	122.43%
Internet Services	6220	\$ 3,934.00	\$ 35,879.07	\$ 21,366.00	\$ 27,135.00	\$ 5,769.00	78.74%
IT Infrastructure	6230	\$ 53.60	\$ 1,068.20	\$ 987.86	\$ 2,000.00	\$ 1,012.14	49.39%
Computer Hardware/Software	6240	\$ 323.77	\$ 12,096.85	\$ 9,688.16	\$ 10,040.00	\$ 351.84	96.50%
Pool Chemicals	6310	\$ 278.79	\$ 2,902.82	\$ 2,182.96	\$ 7,250.00	\$ 5,067.04	30.11%
Janitorial Supplies	6320	\$ 9,259.45	\$ 31,568.10	\$ 38,768.47	\$ 52,400.00	\$ 13,631.53	73.99%
COVID-19	6321	\$ -	\$ 42,996.73	\$ 10,285.84	\$ 5,100.00	\$ (5,185.84)	201.68%
COVID-Camp	6322	\$ -	\$ 34.23	\$ -	\$ -	\$ -	0.00%
Kitchen Supplies	6330	\$ -	\$ 352.26	\$ -	\$ -	\$ -	0.00%
Food Supplies	6340	\$ -	\$ 2,624.88	\$ -	\$ -	\$ -	0.00%
Water Maint & Service	6350	\$ 89.15	\$ 1,079.82	\$ 940.05	\$ 1,239.00	\$ 298.95	75.87%
Laundry/Wash Service	6360	\$ -	\$ 181.00	\$ 178.00	\$ 480.00	\$ 302.00	37.08%
Medical Supplies	6380	\$ -	\$ 192.34	\$ -	\$ -	\$ -	0.00%
Insurance Liability	6410	\$ -	\$ 142,201.00	\$ 208,084.00	\$ 209,311.00	\$ 1,227.00	99.41%
Equipment Maintenance	6500	\$ -	\$ -	\$ 17.15	\$ -	\$ (17.15)	0.00%
Fuel	6510	\$ 5,298.90	\$ 44,813.46	\$ 46,829.62	\$ 50,400.00	\$ 3,570.38	92.92%
Vehicle Maintenance	6520	\$ 2,638.60	\$ 20,633.93	\$ 24,689.49	\$ 34,400.00	\$ 9,710.51	71.77%
Office Equipment Maintenance	6530	\$ -	\$ -	\$ 116.89	\$ -	\$ (116.89)	0.00%

General Ledger  
Fund 10 General Fund  
June 2021 100%

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
Building Repair	6610	\$ 1,693.67	\$ 72,627.96	\$ 52,238.49	\$ 83,000.00	\$ 30,761.51	62.94%
HVAC	6620	\$ -	\$ 2,382.00	\$ 8,065.82	\$ 8,820.00	\$ 754.18	91.45%
Playground Maintenance	6630	\$ 10,726.46	\$ 21,333.27	\$ 16,182.11	\$ 40,000.00	\$ 23,817.89	40.46%
Hill Fire 2018	6640	\$ -	\$ 368,974.05	\$ -	\$ -	\$ -	0.00%
Grounds Maintenance	6710	\$ 5,712.41	\$ 76,655.81	\$ 83,014.42	\$ 86,220.00	\$ 3,205.58	96.28%
Tree Care	6719	\$ 3,468.50	\$ 27,972.00	\$ 29,996.85	\$ 30,000.00	\$ 3.15	99.99%
Park Signage (Branding)	6725	\$ -	\$ 6,895.75	\$ -	\$ -	\$ -	0.00%
Contracted Pest Control	6730	\$ 100.00	\$ 820.00	\$ 860.00	\$ 3,000.00	\$ 2,140.00	28.67%
Rubbish & Refuse	6740	\$ 5,284.13	\$ 74,832.28	\$ 68,908.16	\$ 77,006.00	\$ 8,097.84	89.48%
Vandalism/Theft	6750	\$ -	\$ -	\$ 265.91	\$ 500.00	\$ 234.09	53.18%
Memberships	6810	\$ -	\$ 12,977.89	\$ 12,370.00	\$ 13,696.00	\$ 1,326.00	90.32%
Office Supplies	6910	\$ 1,266.47	\$ 15,357.50	\$ 5,304.06	\$ 15,885.00	\$ 10,580.94	33.39%
Postage Expense	6920	\$ 14.75	\$ 12,535.66	\$ 1,052.40	\$ 2,250.00	\$ 1,197.60	46.77%
Advertising Expense	6930	\$ 155.00	\$ 2,865.90	\$ 1,055.00	\$ 6,240.00	\$ 5,185.00	16.91%
Printing Charges	6940	\$ 776.58	\$ 12,912.67	\$ 11,314.67	\$ 13,338.00	\$ 2,023.33	84.83%
ActiveNet Charges	6950	\$ 9,782.64	\$ 40,734.09	\$ 30,033.70	\$ 52,542.00	\$ 22,508.30	57.16%
Approp Redev/Collection Fees	6960	\$ -	\$ 541,195.76	\$ 509,538.40	\$ 481,576.00	\$ (27,962.40)	105.81%
Minor Furn Fixture & Equip	6980	\$ -	\$ 1,122.61	\$ 1,121.45	\$ 1,134.00	\$ 12.55	98.89%
Comp Hardware/Software Exp	6990	\$ -	\$ 14.99	\$ -	\$ -	\$ -	0.00%
Fingerprint Fees (HR)	7010	\$ 299.00	\$ 1,275.00	\$ 346.00	\$ 2,060.00	\$ 1,714.00	16.80%
Fire & Safety Insp Fees	7020	\$ -	\$ 3,311.95	\$ 2,239.93	\$ 2,975.00	\$ 735.07	75.29%
Permit & Licensing Fees	7030	\$ -	\$ 3,911.07	\$ 1,740.26	\$ 3,650.00	\$ 1,909.74	47.68%
State License Fee	7040	\$ -	\$ 852.50	\$ 657.50	\$ 800.00	\$ 142.50	82.19%
Professional Services	7100	\$ -	\$ 3,384.13	\$ 7,000.00	\$ 7,000.00	\$ -	100.00%
Legal Services	7110	\$ 7,738.30	\$ 92,445.94	\$ 47,226.36	\$ 90,000.00	\$ 42,773.64	52.47%
Typeset and Print Services	7115	\$ -	\$ 27,804.57	\$ -	\$ -	\$ -	0.00%
Instructor Services	7120	\$ 19,255.62	\$ 92,938.95	\$ 53,876.97	\$ 57,138.00	\$ 3,261.03	94.29%
PERS Admin Fees	7125	\$ 443.06	\$ 2,048.02	\$ 1,573.86	\$ 2,110.00	\$ 536.14	74.59%
Audit Services	7130	\$ 1,000.00	\$ 14,260.00	\$ 12,760.00	\$ 20,175.00	\$ 7,415.00	63.25%
Medical & Health Svcs (HR)	7140	\$ 775.00	\$ 4,402.50	\$ 1,275.00	\$ 4,000.00	\$ 2,725.00	31.88%
Security Services	7150	\$ -	\$ 5,289.96	\$ 2,932.50	\$ 3,200.00	\$ 267.50	91.64%
Entertainment Services	7160	\$ -	\$ 420.00	\$ -	\$ 1,000.00	\$ 1,000.00	0.00%
Business Services	7180	\$ 1,073.25	\$ 70,310.14	\$ 79,629.78	\$ 88,614.00	\$ 8,984.22	89.86%
Conversion Adjustment	7185	\$ -	\$ (52,050.17)	\$ -	\$ -	\$ -	0.00%
Umpire/Referee Services	7190	\$ -	\$ 919.00	\$ 323.75	\$ -	\$ (323.75)	0.00%
Subscriptions	7210	\$ -	\$ 1,748.77	\$ 1,423.98	\$ 3,524.00	\$ 2,100.02	40.41%
Rents & Leases - Equip	7310	\$ 170.79	\$ 19,472.96	\$ 2,740.83	\$ 11,200.00	\$ 8,459.17	24.47%
Bldg/Field Leases & Rental	7320	\$ 250.00	\$ 60.00	\$ 190.00	\$ -	\$ (190.00)	0.00%
Event Supplies	7410	\$ 508.72	\$ 3,986.39	\$ 627.35	\$ 780.00	\$ 152.65	80.43%
Supplies	7420	\$ 9.98	\$ 10,035.57	\$ 1,493.98	\$ -	\$ (1,493.98)	0.00%
Bingo Supplies	7430	\$ -	\$ 5,748.58	\$ 526.49	\$ 600.00	\$ 73.51	87.75%
Sporting Goods	7440	\$ 369.96	\$ 4,106.08	\$ 2,057.71	\$ 1,000.00	\$ (1,057.71)	205.77%
Arts and Craft Supplies	7450	\$ -	\$ 587.13	\$ -	\$ -	\$ -	0.00%
Training Supplies	7460	\$ -	\$ 764.36	\$ 699.71	\$ 1,600.00	\$ 900.29	43.73%
Small Tools	7500	\$ 52.30	\$ 3,134.18	\$ 4,422.70	\$ 5,000.00	\$ 577.30	88.45%
Safety Supplies	7510	\$ -	\$ 4,493.40	\$ 853.51	\$ 1,260.00	\$ 406.49	67.74%
Uniform Allowance	7610	\$ 937.91	\$ 8,513.98	\$ 5,116.50	\$ 3,250.00	\$ (1,866.50)	157.43%
Safety Clothing	7620	\$ 1,147.26	\$ 2,439.24	\$ 2,757.49	\$ 4,544.00	\$ 1,786.51	60.68%
Conference&Seminar Staff	7710	\$ 254.99	\$ 18,717.06	\$ 5,488.32	\$ 7,564.00	\$ 2,075.68	72.56%
Conference&Seminar Board	7715	\$ -	\$ 545.00	\$ -	\$ 2,575.00	\$ 2,575.00	0.00%
Conference&Seminar Travel Exp	7720	\$ -	\$ 6,075.56	\$ -	\$ 2,071.00	\$ 2,071.00	0.00%
Out of Town Travel Board	7725	\$ -	\$ 846.72	\$ -	\$ 3,231.00	\$ 3,231.00	0.00%
Private Vehicle Mileage	7730	\$ -	\$ 1,101.70	\$ 123.00	\$ 1,684.00	\$ 1,561.00	7.30%
Buses/Excursions	7750	\$ -	\$ 4,336.94	\$ -	\$ -	\$ -	0.00%
Tuition/Book Reimbursement	7760	\$ -	\$ 1,268.75	\$ -	\$ -	\$ -	0.00%
Utilities - Gas	7810	\$ 2,246.75	\$ 21,381.07	\$ 26,097.93	\$ 29,715.00	\$ 3,617.07	87.83%
Utilities - Water	7820	\$ 92,479.21	\$ 722,082.86	\$ 888,333.71	\$ 865,373.00	\$ (22,960.71)	102.65%
Utilities - Electric	7830	\$ 21,495.79	\$ 163,120.77	\$ 155,202.20	\$ 170,000.00	\$ 14,797.80	91.30%
Airport Assessment Exp	7840	\$ -	\$ 14,235.00	\$ 842.00	\$ 14,000.00	\$ 13,158.00	6.01%
Awards and Certificates	7910	\$ 1,240.60	\$ 12,666.67	\$ 2,674.27	\$ 2,610.00	\$ (64.27)	102.46%
Meals for Staff Training	7920	\$ 177.90	\$ 2,464.80	\$ 1,395.96	\$ 3,560.00	\$ 2,164.04	39.21%
Employee Morale	7930	\$ -	\$ 1,170.72	\$ 144.24	\$ -	\$ (144.24)	0.00%
COP Debt - PV Fields	7950	\$ -	\$ 235,099.74	\$ 229,759.38	\$ 229,760.00	\$ 0.62	100.00%
Reserve Vehicle Fleet	7970	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	0.00%
Reserve Computer Fleet	7971	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	0.00%
Reserve Dry Period	7973	\$ -	\$ 90,000.00	\$ -	\$ -	\$ -	0.00%
Reserve Repair/Oper/Admin	7975	\$ -	\$ 30,000.00	\$ -	\$ 150,000.00	\$ 150,000.00	0.00%
Admin Fee/CC Refund 2020	8112	\$ 54.00	\$ 97,473.32	\$ 11,792.34	\$ 12,000.00	\$ 207.66	98.27%
<b>Services and Supplies</b>		<b>\$ 214,483.40</b>	<b>\$ 3,423,206.58</b>	<b>\$ 2,772,119.45</b>	<b>\$ 3,146,181.00</b>	<b>\$ 374,061.55</b>	<b>88.11%</b>
<b>YTD Comparison</b>				<b>\$ (651,087.13)</b>			

General Ledger  
Fund 10 General Fund  
June 2021 100%

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
<b>Capital</b>							
Equip/Facility Replacement	8420	\$ -	\$ 33,880.88	\$ 269.42	\$ 30,000.00	\$ 29,730.58	0.90%
Sr/Community Rec Facility	8422	\$ -	\$ 7,270.00	\$ -	\$ -	\$ -	0.00%
Mtr Enclosur-Encnt,Fhill,Adolf	8456	\$ -	\$ 7,872.15	\$ -	\$ -	\$ -	0.00%
Pitts Ranch Park Pavilion	8458	\$ -	\$ 29,256.49	\$ -	\$ -	\$ -	0.00%
LPA Architects-CC/Gym/Sr Ctr	8463	\$ -	\$ 50,760.16	\$ -	\$ -	\$ -	0.00%
Arneill Ranch Park Renovation	8464	\$ -	\$ 30,779.13	\$ -	\$ -	\$ -	0.00%
Lamps/Pole Replacement at M.O.	8465	\$ -	\$ 12,538.62	\$ -	\$ -	\$ -	0.00%
L.E.D. Light SpringvileTennis	8466	\$ -	\$ 16,845.63	\$ -	\$ -	\$ -	0.00%
Charter Oaks Irrigation-Trees	8467	\$ -	\$ 4,360.58	\$ -	\$ -	\$ -	0.00%
Community Center Marquee	8468	\$ -	\$ 41,447.61	\$ 3,997.52	\$ 8,552.39	\$ 4,554.87	46.74%
PVAC Pool Heater	8470	\$ -	\$ 23,930.00	\$ -	\$ -	\$ -	0.00%
Cam Grove Play Equipment	8471	\$ -	\$ 33,270.80	\$ -	\$ -	\$ -	0.00%
Freedom Park ParkingLot&Skyway	8472	\$ -	\$ 239,671.66	\$ -	\$ -	\$ -	0.00%
P.V. Fields Painting II	8473	\$ -	\$ 13,690.00	\$ -	\$ -	\$ -	0.00%
Switches and Servers	8474	\$ -	\$ -	\$ 29,642.96	\$ 30,772.00	\$ 1,129.04	96.33%
Turf Grinder	8475	\$ -	\$ -	\$ 14,366.14	\$ 15,000.00	\$ 633.86	95.77%
Pitts Ranch BB Crt Repaint	8476	\$ -	\$ -	\$ 7,950.00	\$ 8,000.00	\$ 50.00	99.38%
PV Fields Painting West End	8477	\$ -	\$ -	\$ 8,830.00	\$ 15,000.00	\$ 6,170.00	58.87%
Inflatable System	8479	\$ -	\$ -	\$ -	\$ 5,500.00	\$ 5,500.00	0.00%
HVAC Administration Bldg	8481	\$ -	\$ -	\$ 13,200.00	\$ 14,520.00	\$ 1,320.00	90.91%
HVAC for Room #6	8482	\$ -	\$ -	\$ 10,876.76	\$ 11,965.00	\$ 1,088.24	90.90%
<b>Capital</b>		\$ -	\$ 545,573.71	\$ 89,132.80	\$ 139,309.39	\$ 50,176.59	63.98%

<b>TOTAL EXPENSE</b>	\$	<b>525,909.87</b>	\$	<b>7,416,977.30</b>	\$	<b>6,669,569.39</b>	\$	<b>7,356,865.00</b>	\$	<b>687,295.61</b>	<b>90.66%</b>
<b>TOTAL YTD COMPARISON</b>					\$	<b>(747,407.91)</b>					

**General Ledger**  
**Fund 20 Assessment District**  
**June 2021 100%**

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	\$	(23,696.70)	\$ (19,298.78)	\$ (23,696.70)	\$ -	\$ 23,696.70	0.00%
Tax Apport - Prior Year Sec	5130	\$	-	\$ (283.45)	\$ -	\$ -	\$ -	0.00%
Interest Earnings	5310	\$	(33.70)	\$ (1,112.08)	\$ (291.44)	\$ (500.00)	\$ (208.56)	58.29%
Assessment Revenue	5500	\$	(1,334.48)	\$ (1,132,490.14)	\$ (1,178,293.51)	\$ (1,184,957.00)	\$ (6,663.49)	99.44%
<b>Revenue</b>		\$	<b>25,064.88</b>	\$ <b>1,153,184.45</b>	\$ <b>1,202,281.65</b>	\$ <b>1,185,457.00</b>	\$ <b>(16,824.65)</b>	<b>101.42%</b>
<b>YTD Comparison</b>					\$ <b>49,097.20</b>			
<b>Personnel</b>								
Full Time Salaries	6100	\$	1,978.96	\$ 21,304.88	\$ 18,076.02	\$ 18,262.00	\$ 185.98	98.98%
Cell Phone Allowance	6108	\$	(41.58)	\$ -	\$ -	\$ -	\$ -	0.00%
Retirement	6120	\$	321.45	\$ 3,881.80	\$ 3,108.00	\$ 3,130.00	\$ 22.00	99.30%
Employee Insurance	6130	\$	383.17	\$ 3,100.63	\$ 4,726.41	\$ 3,606.00	\$ (1,120.41)	131.07%
Workers Compensation	6140	\$	214.21	\$ 3,281.24	\$ 1,873.67	\$ 1,753.00	\$ (120.67)	106.88%
<b>Personnel</b>		\$	<b>2,856.21</b>	\$ <b>31,568.55</b>	\$ <b>27,784.10</b>	\$ <b>26,751.00</b>	\$ <b>(1,033.10)</b>	<b>103.86%</b>
<b>YTD Comparison</b>					\$ <b>(3,784.45)</b>			
<b>Services and Supplies</b>								
Incidental Costs - Assess	6709	\$	-	\$ 18,414.72	\$ 18,620.01	\$ 34,256.00	\$ 15,635.99	54.36%
Tree Care	6719	\$	7,973.50	\$ 46,625.00	\$ 67,500.00	\$ 67,500.00	\$ -	100.00%
Contracted LS Services	6720	\$	37,993.21	\$ 494,186.43	\$ 488,631.08	\$ 505,036.00	\$ 16,404.92	96.75%
Park Amenities - Assess	6722	\$	3,011.38	\$ 14,122.56	\$ 8,825.94	\$ 17,500.00	\$ 8,674.06	50.43%
ActiveNet Charges	6950	\$	-	\$ -	\$ -	\$ 60.00	\$ 60.00	0.00%
Approp Redev/Collection Fees	6960	\$	-	\$ 1,614.95	\$ 2,891.08	\$ 3,000.00	\$ 108.92	96.37%
COP Debt - PV Fields	7950	\$	-	\$ 242,434.38	\$ 525,559.21	\$ 525,560.00	\$ 0.79	100.00%
<b>Services and Supplies</b>		\$	<b>48,978.09</b>	\$ <b>817,398.04</b>	\$ <b>1,112,027.32</b>	\$ <b>1,152,912.00</b>	\$ <b>40,884.68</b>	<b>96.45%</b>
<b>YTD Comparison</b>					\$ <b>294,629.28</b>			
<b>TOTAL EXPENSES</b>		\$	<b>51,834.30</b>	\$ <b>848,966.59</b>	\$ <b>1,139,811.42</b>	\$ <b>1,179,663.00</b>	\$ <b>39,851.58</b>	<b>96.62%</b>
<b>YTD COMPARISON</b>					\$ <b>290,844.83</b>			

**General Ledger**  
**Fund 30 Quimby Fee Fund**  
**June 2021 100%**

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
<b>Revenue</b>							
Interest Earnings	5310	\$ (2,206.95)	\$ (122,044.52)	\$ (31,608.22)	\$ (38,800.00)	\$ (7,191.78)	81.46%
MBS Interest Earnings	5320	\$ -	\$ (9,670.14)	\$ (7,320.00)	\$ -	\$ 7,320.00	0.00%
Park Dedication Fees	5400	\$ -	\$ (1,356,700.46)	\$ -	\$ -	\$ -	0.00%
<b>Revenue</b>		<b>\$ 2,206.95</b>	<b>\$ 1,488,415.12</b>	<b>\$ 38,928.22</b>	<b>\$ 38,800.00</b>	<b>\$ (128.22)</b>	<b>100.33%</b>

**Services and Supplies**

ActiveNet Charges	6950	\$ -	\$ 119.00	\$ 12.00	\$ -	\$ (12.00)	0.00%
Refunds	8111	\$ -	\$ 238,883.01	\$ -	\$ -	\$ -	0.00%
<b>Services and Supplies</b>		<b>\$ -</b>	<b>\$ 239,002.01</b>	<b>\$ 12.00</b>	<b>\$ -</b>	<b>\$ (12.00)</b>	<b>0.00%</b>

**Capital**

Valle Lindo Restroom/Pavilion	8444	\$ -	\$ 342,732.61	\$ -	\$ -	\$ -	0.00%
Freedom Baseball Fields	8459	\$ -	\$ 41,232.23	\$ -	\$ -	\$ -	0.00%
Mel Vincent Park Restrooms	8460	\$ -	\$ 59,438.15	\$ -	\$ -	\$ -	0.00%
Arnell Ranch Park Renovation	8464	\$ 495.17	\$ -	\$ 93,533.07	\$ 1,100,000.00	\$ 1,006,466.93	8.50%
PVAC Restroom & Shower	8469	\$ -	\$ 612,087.61	\$ 35,249.13	\$ 84,401.39	\$ 49,152.26	41.76%
Turf Grinder	8475	\$ -	\$ 91.97	\$ -	\$ -	\$ -	0.00%
Fertilizer Injector System	8478	\$ -	\$ -	\$ 50,788.90	\$ 60,000.00	\$ 9,211.10	84.65%
Community Center Kitchen	8480	\$ 745.00	\$ -	\$ 20,652.84	\$ 250,000.00	\$ 229,347.16	8.26%
<b>Capital</b>		<b>\$ 1,240.17</b>	<b>\$ 1,055,582.57</b>	<b>\$ 200,223.94</b>	<b>\$ 1,494,401.39</b>	<b>\$ 1,294,177.45</b>	<b>13.40%</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-17)	\$ 615,709.00	\$ -	7/31/2019
1/31/2015	\$ 2,250,489.70	\$ 2,250,489.70	Fairfield LLC		\$ 1,634,051.99	\$ 616,437.71	1/31/2020
8/8/2016	\$ 2,649,209.00	\$ 2,800,000.00	Cornstock/Elacora Mission Oaks		\$ 283,420.81	\$ 2,365,788.19	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	\$ -	Crestview		\$ -	\$ 21,612.25	6/7/2023
6/27/2018	\$ -	\$ -	Aldersgate Construction		\$ 146,682.55	\$ -	REFUNDED
3/6/2019	\$ 35,242.00	\$ -	Habitat for Humanity		\$ -	\$ 35,242.00	3/6/2024
9/12/2019	\$ -	\$ -	Aldersgate Construction		\$ 92,200.46	\$ -	REFUNDED
11/21/2019	\$ 1,264,500.00	\$ -	Shea Homes		\$ -	\$ 1,264,500.00	11/21/2024
<b>Total</b>	<b>\$ 7,311,114.95</b>	<b>\$ 6,400,589.70</b>			<b>\$ 3,002,224.63</b>	<b>\$ 4,547,773.33</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 1, 2021**

**SUBJECT: FINANCE REPORT JULY 2021**

**RECOMMENDATION**

It is recommended the Board review and approve the Financial Statements for July 31, 2021, for Fund 10, Fund 20, and Fund 30.

**ANALYSIS OF COMPARATIVE FINANCIAL THROUGH JULY 31, 2021**

The District's Statements of Revenues and Expenditures for the period of July 1, 2021, through July 31, 2021, with a year-to-date comparison for the period of July 1, 2020, through July 31, 2020 are attached. The percentage rate used for the 2021-2022 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 increase of \$35,998 in comparison to fiscal year 2020-2021. The variance from prior year is made up of various accounts, particularly Contract Classes – Public Fee (#5510). The District is starting to see an increase in revenue from prior year since the restrictions of COVID-19 have been loosened but remains watchful monitoring the restrictions of COVID-19 and the effect it will have on the District's classes and programs.

Total revenue for the 1st month ending July 31, 2021, 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 FY2021-2022 reporting as the District does not budget for review.

**EXPENDITURES**

Personnel Expenditures have increased by \$67,526 for fiscal year 2021-2022 in comparison to personnel expenses for the same time last year. The increase is primarily due to the full payment to CalPERS for the PERS Unfunded Liability. 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 \$97,001 in comparison to the same time as last year. The decrease is made up of various line items, but mostly Water Utilities. All of the water billing has not come in at the time this report was written.

Fund 20 is at 3.11% in Personnel and 3.39% in Service and Supplies.

Fund 30 has no Personnel or Services and Supplies Expenses for the fiscal year 2021-2022.

The capital projects in Fund 10 (General Fund) have begun, with the purchase of the pool vacuum, and will progress as the fiscal year moves forward.

### **FISCAL IMPACT**

Overall, the financials show the District is over the approved budget for Fund 10 by 2.17% and under in Fund 20 by 5.62%.

### **RECOMMENDATION**

It is recommended the Board review and approve the Financial Statements for July 31, 2021 for Fund 10, Fund 20, and Fund 30.

### **ATTACHMENTS**

- 1) Financial Statement of Revenues and Expenditures as of July 31, 2021, Fund 10  
(2 pages)
- 2) Financial Statement of Revenue and Expenditures as of July 31, 2021, Fund 20  
(1 page)
- 3) Financial Statement of Revenue and Expenditures as of July 31, 2021, Fund 30  
(1 page)

General Ledger  
Fund 10 General Fund  
July 2021 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	\$ -	\$ -	\$ -	(7,301,920.00)	(7,301,920.00)	0.00%
Interest Earnings	5310	\$ -	(56.54)	\$ -	(14,928.00)	(14,928.00)	0.00%
Park Patrol Citations	5506	\$ -	(218.00)	\$ -	(2,200.00)	(2,200.00)	0.00%
Bingo Revenue	5508	(2,101.25)	\$ -	(2,101.25)	\$ -	2,101.25	0.00%
Excess Bingo Funds	5509	(407.50)	\$ -	(407.50)	\$ -	407.50	0.00%
Contract Classes-Public Fees	5510	(18,646.60)	(3,914.50)	(18,646.60)	(68,380.00)	(49,733.40)	27.27%
Public Fees	5511	(9,269.00)	(8,745.00)	(9,269.00)	(244,121.00)	(234,852.00)	3.80%
Public Fees-Entry Fees	5520	(3,256.00)	(2,019.00)	(3,256.00)	(25,840.00)	(22,584.00)	12.60%
Vending Concessions	5525	\$ -	\$ -	\$ -	(2,500.00)	(2,500.00)	0.00%
Rental	5530	(27,386.25)	(1,097.00)	(27,386.25)	(261,412.00)	(234,025.75)	10.48%
Cell Tower Revenue	5535	(11,507.88)	(8,003.15)	(11,507.88)	(91,704.00)	(80,196.12)	12.55%
Parking Fees	5540	(1,469.00)	(313.73)	(1,469.00)	(7,012.00)	(5,543.00)	20.95%
Activity Guide Revenue	5555	\$ -	\$ -	\$ -	(10,000.00)	(10,000.00)	0.00%
Sponsorships/Donations	5558	\$ -	\$ -	\$ -	(1,000.00)	(1,000.00)	0.00%
Staffing Cost Recovery	5563	(1,555.75)	(655.00)	(1,555.75)	(29,110.00)	(27,554.25)	5.34%
Special Event Permits	5564	(100.00)	100.00	(100.00)	\$ -	100.00	0.00%
Contributions	5570	\$ -	\$ -	\$ -	(72,000.00)	(72,000.00)	0.00%
Other Misc Revenue	5575	(8,714.03)	(10,100.49)	(8,714.03)	(54,880.00)	(46,165.97)	15.88%
Credit Card Processing Fee	5576	(57.75)	30.00	(57.75)	\$ -	57.75	0.00%
Incentive Income	5585	\$ -	(21.09)	\$ -	(2,700.00)	(2,700.00)	0.00%
Reimbursement - ROPS	5600	(78,706.69)	(74,556.06)	(78,706.69)	(125,000.00)	(46,293.31)	62.97%
Reimb-Needs Assessment/LPA	5605	\$ -	(17,610.38)	\$ -	\$ -	\$ -	0.00%
Surplus Carryover	5991	\$ -	\$ -	\$ -	(16,397.00)	(16,397.00)	0.00%
<b>Revenue</b>		<b>\$ 163,177.70</b>	<b>\$ 127,179.94</b>	<b>\$ 163,177.70</b>	<b>\$ 8,331,104.00</b>	<b>\$ 8,167,926.30</b>	<b>1.96%</b>
<b>YTD Comparison</b>				<b>\$ 35,997.76</b>			
<b>Personnel</b>							
Full Time Salaries	6100	\$ 105,439.51	\$ 108,058.62	\$ 105,439.51	\$ 2,470,564.00	\$ 2,365,124.49	4.27%
Overtime Salaries	6101	\$ 444.51	\$ 538.41	\$ 444.51	\$ 23,594.00	\$ 23,149.49	1.88%
Car Allowance	6105	\$ 830.74	\$ 837.19	\$ 830.74	\$ 10,800.00	\$ 9,969.26	7.69%
Cell Phone Allowance	6108	\$ 934.14	\$ 1,082.97	\$ 934.14	\$ 15,420.00	\$ 14,485.86	6.06%
Part-Time Salaries	6110	\$ 17,992.74	\$ 16,007.09	\$ 17,992.74	\$ 479,525.00	\$ 461,532.26	3.75%
Retirement	6120	\$ 17,840.81	\$ 18,948.94	\$ 17,840.81	\$ 431,068.00	\$ 413,227.19	4.14%
457 Pension	6121	\$ -	\$ 87.17	\$ -	\$ 7,000.00	\$ 7,000.00	0.00%
Deferred Compensation	6125	\$ 218.78	\$ -	\$ 218.78	\$ 4,752.00	\$ 4,533.22	4.60%
Employee Insurance	6130	\$ 13,374.82	\$ 12,176.48	\$ 13,374.82	\$ 337,929.00	\$ 324,554.18	3.96%
Workers Compensation	6140	\$ 7,129.27	\$ 6,417.98	\$ 7,129.27	\$ 186,560.00	\$ 179,430.73	3.82%
Unemployment Insurance	6150	\$ -	\$ -	\$ -	\$ 40,000.00	\$ 40,000.00	0.00%
Loan - Pension Obligation	6160	\$ -	\$ -	\$ -	\$ 264,218.00	\$ 264,218.00	0.00%
PERS Unfunded Liability	6170	\$ 501,541.00	\$ 434,065.00	\$ 501,541.00	\$ 516,970.00	\$ 15,429.00	97.02%
<b>Personnel</b>		<b>\$ 665,746.32</b>	<b>\$ 598,219.85</b>	<b>\$ 665,746.32</b>	<b>\$ 4,788,400.00</b>	<b>\$ 4,122,653.68</b>	<b>13.90%</b>
<b>YTD Comparison</b>				<b>\$ 67,526.47</b>			
<b>Services and Supplies</b>							
Telephone/Internet	6210	\$ 1,649.63	\$ 1,570.12	\$ 1,649.63	\$ 21,008.00	\$ 19,358.37	7.85%
Internet Services	6220	\$ 1,801.00	\$ 1,504.00	\$ 1,801.00	\$ 36,862.00	\$ 35,061.00	4.89%
IT Infrastructure	6230	\$ -	\$ 39.80	\$ -	\$ 2,000.00	\$ 2,000.00	0.00%
Computer Hardware/Software	6240	\$ -	\$ 3,204.34	\$ -	\$ 12,050.00	\$ 12,050.00	0.00%
Pool Chemicals	6310	\$ -	\$ 741.00	\$ -	\$ 8,250.00	\$ 8,250.00	0.00%
Janitorial Supplies	6320	\$ 1,364.22	\$ -	\$ 1,364.22	\$ 48,408.00	\$ 47,043.78	2.82%
COVID - Supplies	6321	\$ -	\$ 398.17	\$ -	\$ 5,600.00	\$ 5,600.00	0.00%
Kitchen Supplies	6330	\$ -	\$ -	\$ -	\$ 1,250.00	\$ 1,250.00	0.00%
Food Supplies	6340	\$ -	\$ -	\$ -	\$ 14,745.00	\$ 14,745.00	0.00%
Water Maint & Service	6350	\$ -	\$ 35.00	\$ -	\$ 1,265.00	\$ 1,265.00	0.00%
Laundry/Wash Service	6360	\$ -	\$ -	\$ -	\$ 1,130.00	\$ 1,130.00	0.00%
Insurance Liability	6410	\$ 118,349.00	\$ 104,042.00	\$ 118,349.00	\$ 228,892.00	\$ 110,543.00	51.71%
Equipment Maintenance	6500	\$ -	\$ -	\$ -	\$ 900.00	\$ 900.00	0.00%
Fuel	6510	\$ -	\$ 3,440.12	\$ -	\$ 51,600.00	\$ 51,600.00	0.00%
Vehicle Maintenance	6520	\$ 1,399.69	\$ 160.01	\$ 1,399.69	\$ 35,400.00	\$ 34,000.31	3.95%
Building Repair	6610	\$ 155.20	\$ 396.54	\$ 155.20	\$ 88,000.00	\$ 87,844.80	0.18%
HVAC	6620	\$ -	\$ 2,209.64	\$ -	\$ 8,820.00	\$ 8,820.00	0.00%
Playground Maintenance	6630	\$ -	\$ -	\$ -	\$ 40,000.00	\$ 40,000.00	0.00%
Turf Removal	6705	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00	0.00%
Grounds Maintenance	6710	\$ 4,544.74	\$ 3,034.89	\$ 4,544.74	\$ 86,220.00	\$ 81,675.26	5.27%
Tree Care	6719	\$ -	\$ -	\$ -	\$ 30,000.00	\$ 30,000.00	0.00%
Fee Schedule	6727	\$ -	\$ -	\$ -	\$ 16,397.00	\$ 16,397.00	0.00%
Contracted Pest Control	6730	\$ -	\$ -	\$ -	\$ 2,520.00	\$ 2,520.00	0.00%
Rubbish & Refuse	6740	\$ 4,336.74	\$ 5,284.13	\$ 4,336.74	\$ 79,346.00	\$ 75,009.26	5.47%
Vandalism/Theft	6750	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00	0.00%
Memberships	6810	\$ 4,080.00	\$ 4,080.00	\$ 4,080.00	\$ 14,435.00	\$ 10,355.00	28.26%
Office Supplies	6910	\$ 656.62	\$ 302.95	\$ 656.62	\$ 13,709.00	\$ 13,052.38	4.79%
Postage Expense	6920	\$ 0.75	\$ -	\$ 0.75	\$ 12,700.00	\$ 12,699.25	0.01%
Advertising Expense	6930	\$ -	\$ -	\$ -	\$ 2,490.00	\$ 2,490.00	0.00%
Printing Charges	6940	\$ -	\$ 543.76	\$ -	\$ 14,123.00	\$ 14,123.00	0.00%
ActiveNet Charges	6950	\$ 3,162.80	\$ 1,317.52	\$ 3,162.80	\$ 47,732.00	\$ 44,569.20	6.53%
Approp Redev/Collection Fees	6960	\$ 45,454.50	\$ 40,131.33	\$ 45,454.50	\$ 545,454.00	\$ 499,999.50	8.33%
Minor Furn Fixture & Equip	6980	\$ 258.44	\$ 258.44	\$ 258.44	\$ 1,137.00	\$ 878.56	22.73%



General Ledger  
Fund 10 General Fund  
July 2021 9%

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
Fingerprint Fees (HR)	7010	\$ -	\$ -	\$ -	2,640.00	\$ 2,640.00	0.00%
Fire & Safety Insp Fees	7020	\$ -	\$ -	\$ -	4,150.00	\$ 4,150.00	0.00%
Permit & Licensing Fees	7030	\$ 957.90	\$ -	\$ 957.90	6,350.00	\$ 5,392.10	15.09%
State License Fee	7040	\$ -	\$ 657.50	\$ -	1,000.00	\$ 1,000.00	0.00%
Professional Services	7100	\$ -	\$ -	\$ -	67,000.00	\$ 67,000.00	0.00%
Legal Services	7110	\$ -	\$ 1,272.50	\$ -	90,000.00	\$ 90,000.00	0.00%
Typeset and Print Services	7115	\$ -	\$ -	\$ -	24,300.00	\$ 24,300.00	0.00%
Instructor Services	7120	\$ 6,692.15	\$ 1,752.50	\$ 6,692.15	69,303.00	\$ 62,610.85	9.66%
PERS Admin Fees	7125	\$ -	\$ 98.90	\$ -	2,128.00	\$ 2,128.00	0.00%
Audit Services	7130	\$ -	\$ -	\$ -	20,275.00	\$ 20,275.00	0.00%
Medical & Health Svcs (HR)	7140	\$ -	\$ -	\$ -	11,170.00	\$ 11,170.00	0.00%
Security Services	7150	\$ 330.00	\$ 562.50	\$ 330.00	4,647.00	\$ 4,317.00	7.10%
Entertainment Services	7160	\$ -	\$ -	\$ -	6,400.00	\$ 6,400.00	0.00%
Business Services	7180	\$ 18,497.05	\$ 21,860.62	\$ 18,497.05	75,160.00	\$ 56,662.95	24.61%
Umpire/Referee Services	7190	\$ -	\$ -	\$ -	1,500.00	\$ 1,500.00	0.00%
Subscriptions	7210	\$ -	\$ 167.52	\$ -	3,723.00	\$ 3,723.00	0.00%
Rents & Leases - Equip	7310	\$ 123.93	\$ -	\$ 123.93	31,500.00	\$ 31,376.07	0.39%
Bldg/Field Leases & Rental	7320	\$ -	\$ -	\$ -	60.00	\$ 60.00	0.00%
Event Supplies	7410	\$ -	\$ -	\$ -	1,830.00	\$ 1,830.00	0.00%
Supplies	7420	\$ -	\$ -	\$ -	9,900.00	\$ 9,900.00	0.00%
Bingo Supplies	7430	\$ 1,085.05	\$ -	\$ 1,085.05	3,600.00	\$ 2,514.95	30.14%
Sporting Goods	7440	\$ -	\$ -	\$ -	6,000.00	\$ 6,000.00	0.00%
Arts and Craft Supplies	7450	\$ -	\$ -	\$ -	3,375.00	\$ 3,375.00	0.00%
Training Supplies	7460	\$ -	\$ -	\$ -	1,800.00	\$ 1,800.00	0.00%
Small Tools	7500	\$ -	\$ -	\$ -	6,000.00	\$ 6,000.00	0.00%
Safety Supplies	7510	\$ -	\$ -	\$ -	2,550.00	\$ 2,550.00	0.00%
Uniform Allowance	7610	\$ -	\$ 294.72	\$ -	11,070.00	\$ 11,070.00	0.00%
Safety Clothing	7620	\$ -	\$ 350.18	\$ -	4,764.00	\$ 4,764.00	0.00%
Transportation and Travel	7700	\$ -	\$ -	\$ -	1,500.00	\$ 1,500.00	0.00%
Conference&Seminar Staff	7710	\$ -	\$ -	\$ -	24,896.00	\$ 24,896.00	0.00%
Conference&Seminar Board	7715	\$ 42.00	\$ -	\$ 42.00	4,450.00	\$ 4,408.00	0.94%
Conference&Seminar Travel Exp	7720	\$ -	\$ -	\$ -	14,718.00	\$ 14,718.00	0.00%
Out of Town Travel Board	7725	\$ -	\$ -	\$ -	2,420.00	\$ 2,420.00	0.00%
Private Vehicle Mileage	7730	\$ -	\$ -	\$ -	2,392.00	\$ 2,392.00	0.00%
Buses/Excursions	7750	\$ -	\$ -	\$ -	17,400.00	\$ 17,400.00	0.00%
Utilities - Gas	7810	\$ -	\$ 1,254.10	\$ -	30,414.00	\$ 30,414.00	0.00%
Utilities - Water	7820	\$ 19,601.95	\$ 112,736.27	\$ 19,601.95	899,999.00	\$ 880,397.05	2.18%
Utilities - Electric	7830	\$ -	\$ 10,991.45	\$ -	190,000.00	\$ 190,000.00	0.00%
Airport Assessment Exp	7840	\$ -	\$ -	\$ -	14,000.00	\$ 14,000.00	0.00%
Awards and Certificates	7910	\$ -	\$ -	\$ -	15,406.00	\$ 15,406.00	0.00%
Meals for Staff Training	7920	\$ -	\$ 45.71	\$ -	3,500.00	\$ 3,500.00	0.00%
Employee Morale	7930	\$ -	\$ -	\$ -	3,000.00	\$ 3,000.00	0.00%
COP Debt - PV Fields	7950	\$ 18,646.67	\$ 19,146.67	\$ 18,646.67	223,760.00	\$ 205,113.33	8.33%
Reserve Computer Fleet	7971	\$ -	\$ 416.67	\$ -	-	\$ -	0.00%
Reserve Dry Period	7973	\$ 3,053.75	\$ -	\$ 3,053.75	36,645.00	\$ 33,591.25	8.33%
Reserve Repair/Oper/Admin	7975	\$ 5,416.67	\$ 12,500.00	\$ 5,416.67	65,000.00	\$ 59,583.33	8.33%
Admin Fee/CC Refund 2020	8112	\$ -	\$ 1,860.00	\$ -	-	\$ -	0.00%
<b>Services and Supplies</b>		<b>\$ 261,660.44</b>	<b>\$ 358,661.57</b>	<b>\$ 261,660.44</b>	<b>\$ 3,514,638.00</b>	<b>\$ 3,252,977.56</b>	<b>7.44%</b>
<b>YTD Comparison</b>				<b>\$ (97,001.12)</b>			
<b>Capital</b>							
Capital	8400	\$ -	\$ -	\$ -	82,880.00	\$ 82,880.00	0.00%
Equip/Facility Replacement	8420	\$ -	\$ -	\$ -	64,730.00	\$ 64,730.00	0.00%
Switches and Servers	8474	\$ -	\$ 23,997.20	\$ -	-	\$ -	0.00%
Inflatable System	8479	\$ -	\$ -	\$ -	5,500.00	\$ 5,500.00	0.00%
ECAA Loan-Lighting Project	8483	\$ 52.50	\$ -	\$ 52.50	-	\$ (52.50)	0.00%
HVAC Conference Room	8485	\$ -	\$ -	\$ -	15,000.00	\$ 15,000.00	0.00%
Pool Vacuum	8486	\$ 5,203.25	\$ -	\$ 5,203.25	6,000.00	\$ 796.75	86.72%
Springville Parking Lot	8487	\$ -	\$ -	\$ -	80,000.00	\$ 80,000.00	0.00%
Mission Oaks Parking Lot	8488	\$ -	\$ -	\$ -	100,000.00	\$ 100,000.00	0.00%
Tennis Court Lighting	8489	\$ -	\$ -	\$ -	140,000.00	\$ 140,000.00	0.00%
ECAA Loan-Lighting Project	8490	\$ -	\$ -	\$ -	190,000.00	\$ 190,000.00	0.00%
Senior Center Carpeting	8491	\$ -	\$ -	\$ -	15,000.00	\$ 15,000.00	0.00%
Sr Ctr Upgrade to Sound Board	8492	\$ -	\$ -	\$ -	15,000.00	\$ 15,000.00	0.00%
Bingo Console	8494	\$ -	\$ -	\$ -	15,000.00	\$ 15,000.00	0.00%
<b>Capital</b>		<b>\$ 5,255.75</b>	<b>\$ 23,997.20</b>	<b>\$ 5,255.75</b>	<b>\$ 729,110.00</b>	<b>\$ 723,854.25</b>	<b>0.72%</b>

<b>TOTAL EXPENSE</b>	<b>\$ 927,406.76</b>	<b>\$ 956,881.42</b>	<b>\$ 927,406.76</b>	<b>\$ 8,303,038.00</b>	<b>\$ 7,375,631.24</b>	<b>11.17%</b>
<b>TOTAL YTD COMPARISON</b>			<b>\$ (29,474.65)</b>			

**General Ledger**  
**Fund 20 Assessment District**  
**July 2021 9%**

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
<b>Revenue</b>							
Interest Earnings	5310	\$ -	\$ (31.29)	\$ -	\$ (238.00)	(238.00)	0.00%
Assessment Revenue	5500	\$ -	\$ -	\$ -	\$ (1,209,566.00)	(1,209,566.00)	0.00%
<b>Revenue</b>		<b>\$ -</b>	<b>\$ 31.29</b>	<b>\$ -</b>	<b>\$ 1,209,804.00</b>	<b>\$ 1,209,804.00</b>	<b>0.00%</b>
<b>YTD Comparison</b>				<b>\$ (31.29)</b>			
<b>Personnel</b>							
Full Time Salaries	6100	\$ 651.40	\$ 830.40	\$ 651.40	\$ 20,831.00	20,179.60	3.13%
Cell Phone Allowance	6108	\$ 13.86	\$ 13.86	\$ 13.86	\$ 178.00	164.14	7.79%
Retirement	6120	\$ 110.58	\$ 135.97	\$ 110.58	\$ 3,568.00	3,457.42	3.10%
Employee Insurance	6130	\$ 110.12	\$ 120.24	\$ 110.12	\$ 3,749.00	3,638.88	2.94%
Workers Compensation	6140	\$ 71.55	\$ 81.43	\$ 71.55	\$ 2,483.00	2,411.45	2.88%
<b>Personnel</b>		<b>\$ 957.51</b>	<b>\$ 1,181.90</b>	<b>\$ 957.51</b>	<b>\$ 30,809.00</b>	<b>\$ 29,851.49</b>	<b>3.11%</b>
<b>YTD Comparison</b>				<b>\$ (224.39)</b>			
<b>Services and Supplies</b>							
Incidental Costs - Assess	6709	\$ -	\$ -	\$ -	\$ 19,444.00	19,444.00	0.00%
Grounds Maintenance	6710	\$ -	\$ -	\$ -	\$ 15,000.00	15,000.00	0.00%
Tree Care	6719	\$ -	\$ -	\$ -	\$ 67,500.00	67,500.00	0.00%
Contracted LS Services	6720	\$ 37,993.21	\$ 42,082.28	\$ 37,993.21	\$ 465,913.00	427,919.79	8.15%
Park Amenities - Assess	6722	\$ -	\$ 929.12	\$ -	\$ 17,500.00	17,500.00	0.00%
ActiveNet Charges	6950	\$ -	\$ -	\$ -	\$ 70.00	70.00	0.00%
Approp Redev/Collection Fees	6960	\$ -	\$ -	\$ -	\$ 3,500.00	3,500.00	0.00%
COP Debt - PV Fields	7950	\$ -	\$ -	\$ -	\$ 529,760.00	529,760.00	0.00%
<b>Expense</b>		<b>\$ 38,950.72</b>	<b>\$ 44,193.30</b>	<b>\$ 38,950.72</b>	<b>\$ 1,149,496.00</b>	<b>\$ 1,110,545.28</b>	<b>3.39%</b>
<b>TOTAL EXPENSES</b>		<b>\$ 39,908.23</b>	<b>\$ 45,375.20</b>	<b>\$ 39,908.23</b>	<b>\$ 1,180,305.00</b>	<b>\$ 1,140,396.77</b>	<b>3.38%</b>
<b>YTD COMPARISON</b>				<b>\$ (5,466.97)</b>			

**General Ledger  
Fund 30 Quimby Fee Fund  
July 2021 9%**

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
<b>Revenue</b>							
Interest Earnings	5310	\$ -	\$ (7.10)	\$ -	\$ (35,013.00)	\$ (35,013.00)	0.00%
<b>Revenue</b>		\$ -	\$ 7.10	\$ -	\$ 35,013.00	\$ 35,013.00	0.00%
<b>YTD Comparison</b>				\$ (7.10)			
<b>Expense</b>		\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>Capital</b>							
Aneill Ranch Park Renovation	8464	\$ -	\$ -	\$ -	\$ 1,477,651.00	\$ 1,477,651.00	0.00%
PVAC Restroom & Shower	8469	\$ -	\$ 141.44	\$ -	\$ -	\$ -	0.00%
Community Center Kitchen	8480	\$ -	\$ -	\$ -	\$ 229,347.00	\$ 229,347.00	0.00%
Pickleball Sports Complex	8493	\$ -	\$ -	\$ -	\$ 1,400,000.00	\$ 1,400,000.00	0.00%
<b>Capital</b>		\$ -	\$ 141.44	\$ -	\$ 3,106,998.00	\$ 3,106,998.00	0.00%

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-1	\$ 615,709.00	\$ -	7/31/2019
1/31/2015	\$ 2,250,489.70	\$ 2,250,489.70	Fairfield LLC		\$ 1,634,051.99	\$ 616,437.71	1/31/2020
8/8/2016	\$ 2,649,209.00	\$ 2,800,000.00	Comstock/Elacora Mission Oaks		\$ 283,420.81	\$ 2,365,788.19	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	\$ -	Crestview		\$ -	\$ 21,612.25	6/7/2023
6/27/2018	\$ -	\$ -	Aldersgate Construction		\$ 146,682.55	\$ -	REFUNDED
3/6/2019	\$ 35,242.00	\$ -	Habitat for Humanity		\$ -	\$ 35,242.00	3/6/2024
9/12/2019	\$ -	\$ -	Aldersgate Construction		\$ 92,200.46	\$ -	REFUNDED
11/21/2019	\$ 1,264,500.00	\$ -	Shea Homes		\$ -	\$ 1,264,500.00	11/21/2024
<b>Total</b>	\$ 7,311,114.95	\$ 6,400,589.70			\$ 3,002,224.63	\$ 4,547,773.33	

**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 1, 2021**

**SUBJECT: ANNUAL UPDATES AND TWO-YEAR AGREEMENT  
BETWEEN THE DISTRICT AND COMMUNITY  
SERVICE GROUPS**

**RECOMMENDATION**

It is recommended the Board approve the updated two-year Agreement between the District and Community Service Organizations.

**BACKGROUND**

In 2017, the Board of Directors approved a two-year agreement between the District and seven Community Service Groups (Camarillo Eagles Soccer Club, American Youth Soccer Organization, Camarillo Pony Baseball, Camarillo Girls Softball, Camarillo Youth Basketball, Cosmos Track Club and Cougars Football) with an agreement for all groups. This agreement was to provide clear criteria and gather information regarding the various groups as well as provide a checklist of items that each organization would need to provide to the District. There are approximately 34 items for the group to review and follow to be considered a Community Service Organization. The agreement is renewed on a biennial basis if the group complied with all the terms and conditions as stated in said agreement. The Recreation Services Department, specifically the Sports/Seniors Division, handled the renewal of the agreements based upon the terms outlined in the agreement and the annual presentation to the Board of Directors. The agreement was then signed by the organization's president and the District's General Manager.

Since 2008, the District has expanded sports facilities to include Pleasant Valley Fields (2010) and the renovation at Freedom Park (2013 and 2019). With the addition of Pleasant Valley Fields, the District also developed a Concession Agreement that was signed by the Eagles Soccer Club in 2010.

In 2017, the Board of Directors approved the agreement and the attachments for each of the Community Service Organizations.

**ANALYSIS**

With continued changes in Ordinance 8 and direction from the Board, staff was tasked with updating these agreements. The updated document contains language from the original agreement and new language that outlines the following areas: 1) Field/Facility Use, 2) Insurance, 3) Safety, 4) Coaches and Volunteers, 5) Financial Contributions, 6) Advertising, 7) Programming, and 8) Administrative along with seven attachments (Attachments A-G).

There are some small language changes to the new agreement which are outlined below:

1. Field/Facility Use:
  6. Attachment B – Field Lining Policy will be called Field Lining Procedure, since the Board of Directors never voted on a Field Lining Policy.
  11. Replace “Calendar Meeting” with “Field Facility Allocation and Use Process.”
2. Insurance:

Added new storage areas since last agreement

  - b. Storage areas per group
    1. PV Fields Storage middle and east (AYSO)
    2. PV Fields Storage middle (add) and west (Eagles)
    3. Bob Kildee Park 6 Storage Containers and area in Aquatic Center (CPBA)
    4. Freedom Park Sheds – 2 by Field 2 and Field 4 (CPBA) add 1 container by Field 1, Field 4 and Field 6
    5. Liberty Building (CPBA)
    6. Mission Oaks Park Storage near Field 1 (CGSA)
3. Safety:
  - a. Added language about AB 1 as passed by the California State Legislature.
4. Annual Financial Contributions:
  - a. Community Service Group agrees to pay a lump sum of \$\_\_\_\_\_ annually for the duration of this agreement. This annual contribution will be reviewed annually and is subject to increases. Contributions based on but not limited to: field usage and/or maintenance, utilities, storage, etc. (to be determined with direction from GM/Board of Directors).
5. Advertising:
  - a. All banners must meet District Ordinances as well as municipal codes.
6. Programming: No changes.
7. Administrative:
  - a. Community Service Group shall be financially audited/reviewed by an independent party approved by a Certified Public Accountant (CPA) or the organization’s governing body. This financial audit/review shall be presented at an annual District Board Meeting.
  - b. Organization shall submit a copy of non-profit status, or tax filing status, such as ESCORP, LLC, etc. to District staff upon renewal of this agreement.

Any items not specifically mentioned will be governed by Ordinance 8 and the General Use Policy.

The attachments are identified as:

Attachment A - The Field Use Schedule allows the organizations to utilize District facilities, but still allows the community access to use other parks.

Attachment B - The Field Lining Process has been in place since 2010 when Pleasant Valley Fields was established to keep consistency of lines between AYSO and Eagles, but also applies to any organization that utilizes lined fields.

Attachment C – AB 2007 Concussions or other head injuries is a State of California law enacted in 2016 that protects participants under the age of 18 from further play if a head injury occurs. On a yearly basis each organization must provide injury information to each athlete, offer injury education to all administrators and coaches and complete either online or in person the process set within the law.

Attachment D – Approximate Field Closure Dates which notify presidents or directors of the periods in which the District will close fields and facilities for rest and/or renovation.

Attachment E – Snack Bar Agreement will be used for those specific groups that utilize a District owned facility for the purpose of concessions. The agreement will be made between the District and the specific snack bar in which the Community Service Group runs and operates. Each snack bar must have a designated person that has completed an EHD-TFF food safety course to run the snack bar.

Attachment F – A copy of the District Accident Report will be attached.

Attachment G – AB 1, Cooper. Youth Athletics: California Football Act prohibits high school or middle school football teams to conduct more than 2 full-contact practices, as defined, per week during the preseason and regular season as defined, and from conducting a full-contact practice during the off-season.

In addition, the updated agreement identifies the term as two years, with a one-year renewal, or whenever a president terms out or if the organization changes the scope of their service.

### **FISCAL IMPACT**

There currently is no fiscal impact at this time however, there could be a fiscal impact depending on direction from the Board on existing projects, including Cost Recovery/Fee Study, Community Service Organization Fees, Tournament Policy and/or Tournament Parking Revenue.

### **STRATEGIC PLAN COMPLIANCE**

Meets 2021-2026 Strategic Plan Goals:

4.4A: Build, maintain and support relationships with local non-profit organizations engaged in activities consistent with the District's mission. Look for collaborative opportunities to expand services and fulfill unmet needs.

### **RECOMMENDATION**

It is recommended the Board approve the updated two-year Agreement between the District and Community Service Groups.

### **ATTACHMENTS**

- 1) Community Service Group Agreement 2017 Original (17 pages)
- 2) Community Service Group Agreement 2021 Updated Redline (23 pages)
- 3) AYSO Annual Update, Form 990 & Bylaws (96 pages)
- 4) CGSA Annual Update, Form 990 & Bylaws (36 pages)
- 5) Cosmos Annual Update, Form 990 & Bylaws (38 pages)
- 6) Cougars Annual Update, Form 990 & Bylaws (52 pages)
- 7) CPBA Annual Update, Form 990 & Bylaws (52 pages)
- 8) CYBA Annual Update, Form 990 & Bylaws (58 pages)
- 9) Eagles Annual Update, Form 990 & Bylaws (78 pages)
- 10) PVST Annual Update, Form 990 & Bylaws (12 pages)

**Pleasant Valley Recreation and Park District  
Community Service Group Agreement  
(Name of Organization)**

**Introduction**

In consideration of its designation as a **Community Service Group** by the **Pleasant Valley Recreation and Park District (District)**, the **Community Service Group (also known as Organization)** during the term of this agreement agrees to comply with all of the requirements herein. Renewal of this agreement is at the sole discretion of the **District** beginning on the date this agreement is signed by the president and vice-president of **Community Service Group**.

**TERM:** The term of this agreement shall be for a two (2) year agreement starting on \_\_\_\_\_ and ending on \_\_\_\_\_. A One-year renewal may be renewed should the organization state in writing, at least 90 days prior to expiration that it wishes to continue with no changes to the agreement. At any time should the nature or scope of the Community Service Group change, or the President or designee change, a new **Community Service Group Agreement** must be renewed and signed by the **District**.

**Field/Facility Use**

1. Organization understands that all field/facility reservations are for the sport fields/facilities during regular season practice and games. Games shall be played at \_\_\_\_\_. Additional tournaments, events or post season practice and play need to be proposed at the Calendar Meeting and approved, in writing, at least one month prior to the event by the **District**. **Community Service Group** will be allowed reserved use of **District** facilities, as outlined in **Attachment A - Field Use Schedule**. An Application for Permit for a sports field must be received by the **District** Sports Supervisor or designee to reserve a sports complex or park for games, practices and/or special events. Facilities and fields may be closed for rest and renovation at various times throughout the year. These closure periods will be announced during the Calendar Meeting and can be seen in **Attachment D - Approximate Field Closure Dates**.
2. Shall reserve Sports Parks/Facilities in the **District** at the following location(s) as defined in **Attachment A - Field Use Schedule**. A permit is required at locations if there are five (5) or more people participating in any form of activity per the District's Ordinance 8 and General Use Policy.
3. **District** reserves the right to cancel or suspend outdoor facility or field use permits for games, practices and other uses whenever field conditions could result in injury to players or damage to the fields. Permits may also be cancelled when the health and safety of participants are threatened due to impending conditions, including but not limited to, heavy rains, smog alerts, fire, emergency situations, and wind or pesticide application.

4. **District** has the right to cancel, change or postpone any of the scheduled dates, with 72-hour notice. However, every effort will be made to adhere to the scheduled dates and times. All games and practices shall take place between the hours of 8:00AM and 10:00PM, unless approved by District with prior written approval.
5. **The District** will recognize the following Winter Rules from (late November – early March). These “winter” rules will be as follows: 1. Turf/tennis shoes must be worn for all practices for ages of U11 and above at PV Fields soccer fields. 2. Tournaments take precedence over practice in terms of playability during the winter period. 3. Tournaments take precedence over league play in terms of scheduling.
6. **Community Service Group** shall enforce that referees wear turf shoes and perform reverse diagonal assignments to assist with minimizing wear patterns on the turf at Pleasant Valley Fields. During the course of the season, **the organization** shall pinch or widen the field lines during the course of the fall season to help eliminate the referee Assistant/Referee (A/R) lines. The times to do this can be worked out with the District Sports Supervisor or designee. (See Attachment B – Field Lining Policy Procedure).
7. Agrees to clean up debris/trash in and around the reserved facility on a daily basis. **District** shall charge the **Organization** the established hourly rate of a District staff or designee for cleanup of debris found to be in excess of normal usage.
8. **District** shall prepare all fields into playable condition for tournaments and/or seasonal play. **Organization** shall be responsible for: limited field maintenance, such as dragging, watering, field lining, etc., for the duration of this agreement, unless otherwise specified in writing. Any additional field maintenance issues requested by **the organization** which may include, but may not be limited to, field renovations, soil additions, portable fences, storage areas, mowing, fence repair, moving of **District** property, etc. must be submitted in writing with a 30 - 60-day notice, to **District General Manager**. Organization will be charged the cost of labor and materials.
9. No oversized or personal vehicle shall be driven or parked on **District** playfields, grass areas or infields without the express written consent of **District** staff.
10. **District** facilities are intended for use by the entire community and although the **Organization** is being granted reserved use of designated facilities for practices and games. It must be understood that cooperative use of District facilities by the **Organization, District Sponsored Programs** and the community is expected.
11. It is **MANDATORY** that Field Coordinators, the President, Vice-President or any other significant/essential members of the **Organization** meet with the **District Sports Supervisor** or designee at least once, or as needed for a Calendar Meeting



the Field Facility Allocation and Use Process to plan the use of the facilities for the upcoming season/year. Failure to ~~attend annual calendar meeting~~ complete the Field Facility Allocation and Use Process may result in loss of field/facility space.

12. At no time, shall the organization sublet **District** property for monetary gain, or use for bargaining, trade for services, or other agreements with outside user groups.
13. An **Organization** that operates a Snack Bar shall comply with **Attachment E – Snack Bar Agreement**.
14. **Community Service Group** may reserve **District** classrooms or facilities with no charge at the following locations (Pleasant Valley Fields East Meeting Room and Skyway Room at Freedom Park. Reservations taking place at a different location will be charged at the **Community Service Group Rate** as outlined in the **District's** Fee Schedule. Cancellations with less than 24 hours' notice, and late reservations (less than 72 hours' notice) may result in a \$25 penalty to be billed to the **Organization**.

### Insurance

15. **Organizations** must provide **District** with proof of one million dollar (\$1,000,000) commercial general liability insurance policy (CGL) on an "occurrence" basis. Pleasant Valley Recreation and Park District, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Organizations. Proof of additional insured should be provided by endorsement to the Organization's CGL policy. This signed or stamped original endorsement shall be provided to the **Pleasant Valley Recreation and Park District, 1605 E. Burnley, Camarillo, CA 93010** no later than 30 days prior to start of season (or as requested per District requirements).
  - i. 15a. If **Community Service Group** stores equipment or materials on **District** property or within **District** facilities the group shall provide evidence of renter's insurance to the **District** evidencing coverage in an amount not less than the replacement value of the equipment/materials so stored.
  - ii. Storage areas are listed per group
    1. PV Fields Storage middle and east (AYSO)
    2. PV Fields Storage middle and west (Eagles)
    3. Bob Kildee Park 6 Storage Containers and area in Aquatic Center (CPBA)
    4. Freedom Park Sheds – 2 by Field 2 and Field 4 1 by Field 1 and Field 4 and Field 6 (CPBA)
    5. Liberty Building (CPBA)
    6. Mission Oaks Park Storage near Field 1 (CGSA)
    - 6.7. Mobile Snack Bar Trailer at Freedom Pool Parking Lot (Cougars)

## Safety

16. Shall complete an Accident/Incident report for any participants, spectators, volunteers, umpires, referees or paid staff that may reflect in any claims against the **District**. The **District** requires a copy of the completed form within 72 hours of the accident/incident of when the organization is first alerted.
17. **Community Service Group** agrees to notify **District** of any facility damage, repairs needed, injuries or accidents, vandalism, suspicious activity, etc., within 24 hours. Emergency issues may be called in to the **District** and followed up in writing.
18. Concession sales by outside vendors or proprietors on any park facility hosted by **Community Service Group**, or other sub-contractor, must be approved in advance by **District** General Manager or designee. Concessions must meet all **District**, **City of Camarillo**, and **Ventura County Health Department** licensing, liability and safety codes. Vendors with electrical cords must have them covered. Vendors with generators must place on non-flammable protective surfacing to contain all spills and also protect from damaging **District** property.
19. **Organizations** shall develop and implement an Inclement Weather and Emergency Action Plan that gives directions to **Community Service Group** officials, parents, umpires and players what to do during a storm, natural disaster or situation that may put some or all individuals in harm's way. These documents shall be given to the **District** on an annual basis or each time this agreement is renewed as a reference to have on file.
20. AB 2007 compliance required "[a] youth sports organization that elects to offer an athletic program" to comply with all of the following: (located in **Attachment C – AB 2007 Concussions and other head injuries** of this Agreement). A letter must be submitted each year to the **District** that the organization has complied.
21. AB1 for compliance required "(1) Youth football's highest priority is the safety and well-being of its participants. California children must have the right to be protected with safe youth football standards and practices empowering parents to make informed choices regarding the elected activities of their children: (located in **Attachment G – AB1 AB 1, Cooper. Youth athletics: California Youth Football Act.**) Added to Attachment G per California Law.

## COACHES AND VOLUNTEERS

22. **Organization** must fingerprint and/or perform adequate background screening for all coaches/volunteers associated with the organization. Organization shall provide the **District** with a letter on an annual basis stating they comply with performing a screening process. (LiveScan as an example, but not limited to).

23. The **Organization** is responsible for patrol, control and supervision of spectators and participants at **Community Service Group** events, including making sure park rules and regulations are adhered to. Failure of league officials to control parents, volunteers, participants and visitors is sufficient reason to cancel, at any time, approved use of **District** facilities by **Community Service Group**.

### ANNUAL FINANCIAL CONTRIBUTIONS

24. **Community Service Group** agrees to pay a lump sum of \$\_\_\_\_\_ annually for the duration of this agreement. This annual contribution will be reviewed annually and is subject to increases. Contributions based on but not limited to: field usage and/or maintenance, utilities, storage, etc. (to be determined with direction from GM/Board of Directors). The Board may propose the annual fee at their presentation or with staff recommendation.

25. **Organizations** with a snack bar agree to comply with and refer to **Attachment E - Snack Bar Agreement**.

### ADVERTISING

26. **Community Service Group** may advertise in the **PLEASANT VALLEY RECREATION AND PARK DISTRICT** quarterly *Activity Guide* and pay the Community Service Group Rate.
27. Shall not erect any advertising signage, sponsor banners, etc....without express written permission of the District. All advertising signage shall be consistent with the **District** guidelines and the District's Sales, Solicitation, and Unlawful Advertising as stated in the **District Ordinance 8**. **Community Service Group** shall provide the **District** with installation and removal dates of approved signage. All banners must meet City ordinance codes.

### PROGRAMMING

28. Shall provide the **District** with a season game schedule no later than **10 days prior to start of season**. Re-scheduled games need to be submitted in writing to the **District** Sports Supervisor or designee. Changes submitted less than 10 days' notice, may result in additional costs.
29. Field/Facility Coordinators, Coaches, the President and/or any other significant/essential members of the **Community Service Group** must meet with the **District** Sports Supervisor or designee **prior** to the start of the primary season to review facility issues. A follow-up meeting will be conducted at the end of each season to discuss the facility conditions. **Organization** shall restore each facility utilized during the season back to an acceptable condition. **Community Service**

**Group** agrees to reimburse **District** for facility damage that is a direct result of that organization's facility use.

30. A charge will be assessed (according to **District** Fee Schedule) to open or close a **District** facility outside of business hours (before 6am and after 9:30pm).

### ADMINISTRATIVE

30. **Community Service Group** shall be financially audited/reviewed by an independent party approved by a Certified Public Accountant (CPA) or the organization's governing body. This financial audit/review shall be presented at an annual **District** Board Meeting.
31. **Community Service Group** shall present an Annual Update Presentation to the **DISTRICT** Board of Directors on an annual basis. The **District** will provide an Annual Update Sheet, Form 990 and Bylaws to the organization to be completed before the presentation. The Annual Update and should be correct and provide transparency for the public.
32. **Community Service Group** is required to pay for sport field lighting per the District Fee Schedule. **Community Service Group** shall be responsible for all costs associated with the use of School District facilities. **District** fees for sports field rental may be waived. Light schedules shall be submitted to the District Sports Supervisor on a weekly or regular basis by the Organization.
33. All fees must be paid within 30 days of invoice. Failure to comply with any or all these guidelines may result in a loss of services with the District until fee is paid.
34. **Organization** shall attach submit a copy of non-profit status, or tax filing status, such as ESCORP, LLC, etc... to **District** staff upon renewal of this agreement.
- 34.35. Any items not specifically mentioned will be governed by Ordinance 8 and the General Use Policy.

**COMMUNITY SERVICE GROUP** ACCEPTS RESPONSIBILITY FOR ALL APPLICABLE CONDITIONS, AS WELL AS ALL DISTRICT RULES AND REGULATIONS NOT LISTED IN THIS AGREEMENT. **COMMUNITY SERVICE GROUP** ASSUMES ALL RISK FOR LOSS, DAMAGE, LIABILITY, INJURY, COST OR EXPENSE THAT MAY ARISE DURING, OR BE CAUSED IN ANY WAY BY SUCH USE OR OCCUPANCY OF DISTRICT FACILITIES.

**COMMUNITY SERVICE GROUP** SHALL, TO THE FULLEST EXTENT PERMITTED BY LAW, SAVE DEFEND (BY COUNSEL ACCEPTABLE TO DISTRICT) AND HOLD DISTRICT, IT'S DIRECTOR'S, AGENTS AND EMPLOYEES FREE AND HARMLESS FROM ANY LOSS, CLAIMS AND

LIABILITY FOR DAMAGES AND/OR INJURIES TO PERSONS AND PROPERTY, INCLUDING INJURY TO GROUP'S PARTICIPANTS OR DAMAGE TO GROUP'S PROPERTY THAT IN ANY WAY ARISE FROM OR ARE CAUSED BY **COMMUNITY SERVICE GROUP** USE OR OCCUPANCY OF DISTRICT FACILITIES.

Attachments:

- A. Field Use Schedule**
- B. Field Lining Policy**
- C. AB2007 Concussion or other head injuries**
- D. Field Closure Dates (approximate dates)**
- E. Snack Bar Agreement**
- F. Accident Report**
- G. AB 1 California Football Act**

Print \_\_\_\_\_ Title \_\_\_\_\_

PRINT NAME AND POSITION IN ORGANIZATION

Name

President, Community Service Group

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Vice President, Community Service Group

ADDRESS of Organization: \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_

APPROVED:

\_\_\_\_\_  
MARY OTTEN

DISTRICT GENERAL MANAGER

**ATTACHMENT A**

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**FIELD USE SCHEDULE – different for each organization**

**Sports Complexes**

**Park and Address**

Sports Complex/main facility – based on agreement

**Time of Year/Season**

Primary season/possibly  
secondary season

**Fields available to Community Service Group at no charge**

Encanto Park –

Primary/secondary season

Foothill Park –

Primary/secondary season

Heritage Park –

Primary/secondary season

Laurelwood Park –

Primary/secondary season

Lokker Park –

Primary/secondary season

**Basic Sports Field – charge Community Service Group Rate**

Arneill Ranch Park -

Primary/secondary season

Calleguas Creek Park -

Primary/secondary season

Charter Oak Park -

Primary/secondary season

Woodside Park -

Primary/secondary season

Dos Caminos Park -

Primary/secondary season

**ATTACHMENT B**

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**FIELD LINING ~~POLICY~~ PROCEDURE**

1. The lining of ball fields (baseball, softball, soccer, etc.) will require District approval prior to performing the work.
2. No lining will take place unless prior approval is received from the Sports Supervisor or designee. Organizations will submit for approval, a rendering, drawing, or graphic representation of the proposed fields with dimensions in relationship to the park. This must be submitted with any future or current reservation requests/permits four (4) weeks prior to the league/tournament or event.
3. Upon approval of the rendering, the organization will submit a proposed date and time for lining/marketing of the fields to the Sports Supervisor or designee.
4. Paint that is made for field marking is required. Level 1 or Level 2 type of paint is required. Level 3 type paint will not be allowed on the turf. A water based type of marking paint is required. The lines shall be no wider than 4 inches.
5. Every effort will be given to the use of existing common field lines within and/or between multiple users.
6. Soccer groups shall move field lines one or two times each season, depending on the wear and at direction of **District Staff**, to give the referee lines (AR Lines) a chance to grow back during the season.

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### ATTACHMENT C

#### AB 2007 Concussions or other head injuries



## CHAPTER 516

An act to add Article 2.5 (commencing with Section 124235) to Chapter 4 of Part 2 of Division 106 of the Health and Safety Code, relating to youth athletics.

[ Approved by Governor September 23, 2016. Filed with Secretary of State September 23, 2016. ]

### LEGISLATIVE COUNSEL'S DIGEST

AB 2007, McCarty. Youth athletics: youth sports organizations: concussions or other head injuries.

Existing law requires a school district, charter school, or private school, if it offers an athletic program, to immediately remove an athlete from an athletic activity for the remainder of the day if the athlete is suspected of sustaining a concussion or head injury, and prohibits the athlete from returning to the athletic activity until the athlete is evaluated by a licensed health care provider, trained in the management of concussions, and acting within the scope of his or her practice, and the athlete receives written clearance from the licensed health care provider to return to the athletic activity. Existing law also requires, on a yearly basis, a concussion and head injury information sheet to be signed and returned by the athlete and athlete's parent or guardian before the athlete's initiating practice or competition.

This bill would apply these provisions to athletes participating in youth sports organizations, as defined to include organizations, businesses, nonprofit entities, or local governmental agencies that sponsor or conduct amateur sports competitions, training, camps, or clubs in which persons 17 years of age or younger participate in any of 27 designated sports. The bill would require youth sports organizations to notify the parents or guardians of athletes 17 years of age or younger who have been removed from athletic activities due to suspected concussions, as specified. The bill would require youth sports organizations to offer concussion and head injury education, or related educational materials, or both, to each of their coaches and administrators on a yearly basis, as prescribed. The bill would require each of these coaches and administrators to successfully complete the concussion and head injury education offered under the bill at least once either online or in person.

The bill would also require a youth sports organization to identify procedures for ensuring compliance with the bill's requirements for providing concussion and head injury education and a concussion and head injury information sheet. The bill would additionally require the youth sports organization to identify procedures to ensure



compliance with the athlete removal provisions and the return-to-play protocol, as specified. The bill would specify that it applies to all persons participating in the activities of a youth sports organization, irrespective of their ages.

**DIGEST KEY**

Vote: MAJORITY Appropriation: NO Fiscal Committee: NO Local Program: NO

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**BILL TEXT**

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

**SECTION 1.**

Article 2.5 (commencing with Section 124235) is added to Chapter 4 of Part 2 of Division 106 of the Health and Safety Code, to read:

**Article 2.5. Youth Sports Concussion Protocols  
124235.**

(a) A youth sports organization that elects to offer an athletic program shall comply with all of the following:

(1) An athlete who is suspected of sustaining a concussion or other head injury in an athletic activity shall be immediately removed from the athletic activity for the remainder of the day, and shall not be permitted to return to any athletic activity until he or she is evaluated by a licensed health care provider. The athlete shall not be permitted to return to athletic activity until he or she receives written clearance to return to athletic activity from a licensed health care provider. If the licensed health care provider determines that the athlete sustained a concussion or other head injury, the athlete shall also complete a graduated return-to-play protocol of no less than seven days in duration under the supervision of a licensed health care provider.

(2) If an athlete who is 17 years of age or younger has been removed from athletic activity due to a suspected concussion, the youth sports organization shall notify a parent or guardian of that athlete of the time and date of the injury, the symptoms observed, and any treatment provided to that athlete for the injury.

(3) On a yearly basis, the youth sports organization shall give a concussion and head injury information sheet to each athlete. The information sheet shall be signed and returned by the athlete and, if the athlete is 17 years of age or younger, shall also be signed by the athlete's parent or guardian, before the athlete initiates practice or competition. The information sheet may be sent and returned through an electronic medium including, but not necessarily limited to, fax or electronic mail.

(4) On a yearly basis, the youth sports organization shall offer concussion and head injury education, or related educational materials, or both, to each coach and administrator of the youth sports organization.

(5) Each coach and administrator shall be required to successfully complete the concussion and head injury education offered pursuant to paragraph (4) at least once,

either online or in person, before supervising an athlete in an activity of the youth sports organization.

(6) The youth sports organization shall identify both of the following:

(A) Procedures to ensure compliance with the requirements for providing concussion and head injury education and a concussion and head injury information sheet, as contained in paragraphs (3) to (5), inclusive.

(B) Procedures to ensure compliance with the athlete removal provisions and the return-to-play protocol required pursuant to paragraph (1).

(b) As used in this article, all of the following shall apply:

(1) "Concussion and head injury education and educational materials" and a "concussion and head injury information sheet" shall, at a minimum, include information relating to all of the following:

(A) Head injuries and their potential consequences.

(B) The signs and symptoms of a concussion.

(C) Best practices for removal of an athlete from an athletic activity after a suspected concussion.

(D) Steps for returning an athlete to school and athletic activity after a concussion or head injury.

(2) "Licensed health care provider" means a licensed health care provider who is trained in the evaluation and management of concussions and is acting within the scope of his or her practice.

(3) "Youth sports organization" means an organization, business, nonprofit entity, or a local governmental agency that sponsors or conducts amateur sports competitions, training, camps, or clubs in which persons 17 years of age or younger participate in any of the following sports:

(A) Baseball.

(B) Basketball.

(C) Bicycle motocross (BMX).

(D) Boxing.

(E) Competitive cheerleading.

(F) Diving.

(G) Equestrian activities.

(H) Field hockey.

- (I) Football.
- (J) Full contact martial arts.
- (K) Gymnastics.
- (L) Ice hockey.
- (M) Lacrosse.
- (N) Parkour.
- (O) Rodeo.
- (P) Roller derby.
- (Q) Rugby.
- (R) Skateboarding.
- (S) Skiing.
- (T) Soccer.
- (U) Softball.
- (V) Surfing.
- (W) Swimming.
- (X) Synchronized swimming.
- (Y) Volleyball.
- (Z) Water polo.
- (AA) Wrestling.

(c) This section shall apply to all persons participating in the activities of a youth sports organization, irrespective of their ages. This section shall not be construed to prohibit a youth sports organization, or any other appropriate entity, from adopting and enforcing rules intended to provide a higher standard of safety for athletes than the standard established under this section.

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**ATTACHMENT D**  
**Approximate Field Closure Dates**

**PV Fields Soccer Zones**

Mid – March to end of April

3<sup>rd</sup> week of June to 4<sup>th</sup> week of July

Thanksgiving week to end of the year

**Freedom Baseball Fields**

Second week of December to mid-January

August 1 to Thursday before Labor Day weekend

Various weekdays during fall season

**Bob Kildee**

Second week of December to mid-January

**Mission Oaks**

4<sup>th</sup> week of November to early January

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**ATTACHMENT E**  
**SNACK BAR AGREEMENT**

This document will serve as an agreement between the **Pleasant Valley Recreation and Park District (District)** facilities and the **Community Service Group**. Renewal will be subject to **Community Service Group** satisfying requirements outlined in this agreement.

**TERM:** The term of this agreement shall be for a two (2) year agreement starting on \_\_\_\_\_ and ending on \_\_\_\_\_. A One-year renewal may be renewed should the organization state in writing that it wishes to continue with no changes to the agreement. At any time should the nature or scope of the Community Service Group change, or the President or designee change, a new **Community Service Group Agreement** must be renewed and signed by the **District**.

- A. **DISTRICT** has provided \_\_\_\_\_ snack bar(s) and the equipment that included within those snack bars.
  
- B. **DISTRICT** reserves the right to cancel or suspend outdoor facility or field use permits for games, practices and other uses whenever field conditions could result in injury to players or damage to the fields. Permits may also be cancelled when the health and safety of participants are threatened due to impending conditions, including but not limited to, heavy rains, smog alerts, fire, emergency situations, and wind or pesticide application. The snack bar may not be operational at these times.
  
- C. **Community Service Group** agrees to pay the **DISTRICT** the sum of \$ \_\_\_\_\_ annually for the use of snack bar(s).
  
- D. The **Community Service Group** shall pay for all services necessary or desirable to properly maintain and operate the snack bars during the term of the agreement including, although not limited to: Utility costs contribution, Inspections, Certification and Licensing or permits. Equipment operation and upkeep, and such other services and costs as deemed appropriate by the General Manager of **Pleasant Valley Recreation and Park District**. The **Community Service Group** shall be responsible for reimbursing the District for all costs associated with the operation of the snack bar facilities. These costs include, but are not limited to; utility expenses, health permits, backflow testing, (soda machine), equipment maintenance and testing, costs to repair any damage caused by **Community Service Group** to existing fixtures.
  
- E. **Community Service Group** understands that operation of the snack bar must be in compliance with the Ventura County Health Department codes and requirements and is responsible to pay all Ventura County Health Department fees, penalties or other costs during the term of this agreement. **Community Service Group** shall have a designated organizer complete an Environmental Health Division - Temporary Food Facility (EHD-TFF) food safety course during the term of this agreement and provide District with a copy of certification.

- F. **Organization** shall, exclusively, operate the snack bar(s) at all designated events within at above listed parks). Events may include scheduled league games for youth soccer, youth/ adult softball, baseball, etc. tournaments, competitions and/or special events as requested and agreed upon by both the **Organization** and the **District**. The **District** has the right to use the snack bar with prior notice to the **Organization** for **District** held events at that park.
- G. **Organizations** are responsible for staffing the snack bar(s) with paid or volunteer staff. Volunteers/Staff must be at least 16 years of age and be supervised at all times by an adult 18 years of age or older. Organization shall be in compliance with state and/or federal labor laws.
- H. **Organizations** shall provide other **Community Service Groups** with ice from the ice machine during league play when requested by group.
- I. **Community Service Group** shall not allow other outside groups to operate snack bars during the term of this agreement.
- J. **Pleasant Valley Fields** snack bar operator agrees to be in compliance with staffing the snack bar within two – thousand (2000) “man hours” of volunteer and/or paid work. The **Operator** shall track the recorded number of hours worked by volunteers and paid staff and provide this information to District staff on a quarterly basis.
- K. **Community Service Group** after the completion of a term, upon termination, or upon a mutually agreed upon time with the **District**, leave all **District** owned equipment in original working condition and leave all permanent fixture inside snack bar(s).
- L. **Community Service Group** and **District** reserve the right to terminate this agreement with a 60-day written notice. If organization is terminated from this agreement, any outside food vendors must have prior approval from the **District**.

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**ATTACHMENT F**  
**ACCIDENT REPORT**

Accident Report to be attached.

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**ATTACHMENT G  
ASSEMBLY BILL 1**

**Assembly Bill No. 1**

**CHAPTER 158**

**An act to add Article 2.7 (commencing with Section 124240) to Chapter 4 of Part 2 of Division 106 of the Health and Safety Code, relating to youth athletics.**

[ Approved by Governor July 31, 2019. Filed with Secretary of State July 31, 2019. ]

**LEGISLATIVE COUNSEL'S DIGEST**

AB 1, Cooper. Youth athletics: California Youth Football Act.

Under existing law, a school district, charter school, or private school that elects to offer an athletic program is prohibited from allowing a high school or middle school football team to conduct more than 2 full-contact practices, as defined, per week during the preseason and regular season, as defined, and from conducting a full-contact practice during the off-season.

This bill would express legislative findings and declarations relating to youth football and specifically relating to player safety. The bill, on and after January 1, 2021, would require a youth sports organization, as defined, that conducts a tackle football program to comply with certain requirements, including, among other things, not conducting more than 2 full-contact practices, as defined, per week during the preseason and regular season; not holding a full-contact practice

during the off-season; having coaches receive a tackling and blocking certification, as specified; having designated personnel annually complete specified concussion and head injury education, a specified factsheet related to opioids, and designated training relating to heat-related illness, as defined; meeting specified requirements relating to safety equipment; having a licensed medical professional present during games, as specified; having coaches receive first aid, cardiopulmonary resuscitation, and automated external defibrillator certification; and inspecting safety equipment, as specified.

The bill, on and after January 1, 2021, would require a youth tackle football league to establish youth tackle football participant divisions that are organized by relative age or weight or by both age and weight, and to retain information for the tracking of youth sports injuries, as specified. The bill would declare that nothing in its provisions would prohibit any youth sports organization or youth tackle football league from adopting and enforcing rules providing a higher level of safety than the requirements of this bill.

## **DIGEST KEY**

Vote: majority Appropriation: no Fiscal Committee: no Local Program: no

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## **BILL TEXT**

### **THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:**

#### **SECTION 1.**

(a) The Legislature finds and declares all of the following:

(1) Youth football's highest priority is the safety and well-being of its participants. California children must have the right to be protected with safe youth football standards and practices empowering parents to make informed choices regarding the elected activities of their children.

(2) Nationwide, over 2.5 million players, coaches, cheerleaders, and parent volunteers participate in youth football.

(3) Youth football promotes the values of teamwork, self-discipline, diversity, academics, nutrition, leadership, and acceptance.

(4) Youth football promotes an active lifestyle that helps combat obesity rates in youth, which have increased by 300 percent over the past four decades and that lead to a broad range of health problems previously not seen until adulthood, such as high blood pressure, type 2 diabetes, and elevated blood cholesterol levels.



(5) Youth sports have become increasingly expensive due to the elimination of after school sports programs and the proliferation of travel teams and tournament-centric scheduling, but youth football remains an affordable neighborhood-based sport that is accessible in every community in California, irrespective of socioeconomic status or geographic location.

(6) Football is one of California's most popular sports, and the safety and well-being of the players is youth football's top priority.

(7) Many youth football organizations have implemented policies requiring the annual or biannual recertification of all football helmets by the helmet manufacturer or by an independent third party and the replacement of helmets that are damaged or that do not meet the current safety standards or recertification requirements.

(8) New helmet testing standards are being implemented to enable players to wear the safest helmet possible, and manufacturers continue to advance helmet technology.

(9) Blocking and tackling techniques designed to remove the head from contact have become the nationwide standard for teaching blocking and tackling, and coaches are required to complete annual certification and continuing education in blocking and tackling techniques that emphasize the removal of the head from any blocking or tackling and that provide coaches with noncontact drills designed to reinforce this training.

(10) The federal Centers for Disease Control and Prevention Concussion Protocol Training has become standard for many youth football organizations and coaches in an attempt to minimize the risk of injury for youth football players, and the training is designed to identify those players who exhibit symptoms of a concussion, to prescribe protocols for the immediate removal of those players from the game or practice, and to outline stringent "return to play" protocols that coaches, players, and parents must follow after a youth football player has received clearance from a medical doctor before that player is allowed to return to full participation.

(11) Youth football organizations have implemented policies for concussion response, proper hydration, equipment fitting, and age and weight requirements.

(12) California prohibits high school and middle school football teams from conducting more than two full-contact practices per week during the preseason and regular season, and California also prohibits the full-contact portion of a practice from exceeding 90 minutes in any single day and completely prohibits full-contact practice during the off-season.

(13) The awareness of the possible injury risks associated with football are now widely known and accepted by parents, players, coaches, officials, medical professionals, and the general public.

(14) The decision to play youth football ultimately rests with the parents, after their thoughtful consideration of the risks and benefits, as to whether participation in youth football is in their child's best interest.

(15) In order to ensure youth tackle football participant safety and competitive play, youth tackle football leagues should be divided into divisions based on the participant's relative size and maturity, including classifications by appropriate weight, age, and size.

(b) It is therefore the intent of the Legislature to build upon prior legislation, including Assembly Bill 2007 (Chapter 516 of the Statutes of 2016), to improve youth tackle football safety with new safety standards while honoring youth tackle football's spirit and tradition.

## SEC. 2.

Article 2.7 (commencing with Section 124240) is added to Chapter 4 of Part 2 of Division 106 of the Health and Safety Code, to read:

### **Article 2.7. California Youth Football Act 124240.**

(a) This article shall be known, and may be cited, as the California Youth Football Act.

(b) As used in this article:

(1) "Coach" means a person appointed by a youth sports organization to supervise or instruct a participant in the sport of youth tackle football.

(2) "Full-contact portion" of practice is defined as the period of time in drills or live action that involves contact at game speed.

(3) "Full-contact practice" means a session where one or more drills or live action is conducted that involves contact at game speed, as in an actual tackle football game or scrimmage. This includes simulations or drills that involve any number of players.

(4) "Heat-related illness" includes, but is not necessarily limited to, heat cramps, heat syncope, heat exhaustion, and exertional heat stroke.

(5) "Off-season" means a period extending from the end of the regular season until 30 days before the commencement of the next regular season.

(6) "Play" includes participation in a youth tackle football game, scrimmage, or practice.

(7) "Preseason" means a period of 30 days before the commencement of the regular season.

(8) "Regular season" means the period from the first league football game or scrimmage until the completion of the final football game of that season.

(9) "Safety equipment" includes, but is not necessarily limited to, all of the following:

(A) A helmet and its associated parts, including, but not necessarily limited to, a face mask and mouthguard.

(B) Hip, knee, and shoulder pads.

(C) A jersey.

(D) A tailbone protector.

(E) Pants and thigh guards.

(F) Shoes, including cleats.

(10) "Youth sports organization" means an organization, business, or nonprofit entity that sponsors or conducts amateur sports competition, training, camps, clinics, practices, or clubs.

(11) "Youth tackle football league" means the organization that groups together youth sports organizations that conduct youth tackle football, administers rules, and sets game schedules. It may or may not be associated with a national organization.

**124241.**

On and after January 1, 2021, a youth sports organization that conducts a tackle football program shall comply with all of the following requirements:

(a) A tackle football team shall not conduct more than two full-contact practices per week during the preseason and regular season.

(b) A tackle football team shall not hold a full-contact practice during the off-season.

(c) The full-contact portion of a practice shall not exceed 30 minutes in any single day.

(d) A coach shall annually receive a tackling and blocking certification from a nationally recognized program that emphasizes shoulder tackling, safe contact and blocking drills, and techniques designed to minimize the risk during contact by removing the involvement of youth tackle football participant's head from all tackling and blocking techniques.

(e) Each youth tackle football administrator, coach, and referee shall annually complete all of the following:

(1) The concussion and head injury education pursuant to Section 124235.

(2) The Opioid Factsheet for Patients pursuant to Section 124236.

(3) Training in the basic understanding of the signs, symptoms, and appropriate responses to heat-related illness.

(f) Each parent or guardian of a youth tackle football participant shall receive concussion and head injury information for that athlete pursuant to Section 124235 and the Opioid Factsheet for Patients pursuant to Section 124236.

(g) Each football helmet shall be reconditioned and recertified every other year, unless stated otherwise by the manufacturer. Only entities licensed by the National Operating Committee on Standards for Athletic Equipment shall perform the reconditioning and recertification. Every reconditioned and recertified helmet shall display a clearly recognizable mark or notice in the helmet indicating the month and year of the last certification.

(h) A minimum of one state-licensed emergency medical technician, paramedic, or higher-level licensed medical professional shall be present during all preseason, regular season, and postseason games. The emergency medical technician, paramedic, or higher-level licensed medical professional shall have the authority to evaluate and remove any youth tackle football participant from the game who exhibits an injury, including, but not necessarily limited to, symptoms of a concussion or other head injury.

(i) A coach shall annually receive first aid, cardiopulmonary resuscitation, and automated external defibrillator certification.

(j) At least one independent nonrostered individual, appointed by the youth sports organization, shall be present at all practice locations. The individual shall hold current and active certification in first aid, cardiopulmonary resuscitation, automated external defibrillator, and concussion protocols. The individual shall have the authority to evaluate and remove any youth tackle football participant from practice who exhibits an injury, including, but not limited to, symptoms of a concussion or other head injury.

(k) Safety equipment shall be inspected before every full-contact practice or game to ensure that all youth tackle football participants are properly equipped.

(l) Each youth tackle football participant removed pursuant to this section shall comply with Section 124235. The injury shall be reported to the youth tackle football league.

(m) Each youth tackle football participant shall complete a minimum of 10 hours of noncontact practice at the beginning of each season for the purpose of conditioning, acclimating to safety equipment, and progressing to the introduction of full-contact practice. During this noncontact practice, the youth tackle football participants shall not wear any pads, and shall only wear helmets if required to do so by the coaches.

(n) A youth sports organization shall annually provide a declaration to its youth tackle football league stating that it is in compliance with this article, and shall either post the declaration on its internet website or provide the declaration to all youth tackle football participants within its youth sports organization.

**124242.**

On and after January 1, 2021, a youth tackle football league shall comply with both of the following:

(a) Establish youth tackle football participant divisions that are organized by relative age or weight or by both age and weight.

(b) Retain information from which the names of individuals shall not be identified for the tracking of youth sports injuries. This information shall include the type of injury, the medical treatment received by the youth tackle football participant, and return to play protocols followed by the participant pursuant to subdivision (l) of Section 124241.

**124243.**

Nothing in this article shall prohibit any youth sports organization or youth tackle football league from adopting and enforcing rules intended to provide a higher standard of safety for youth tackle football participants than the requirements established under this article.

**Pleasant Valley Recreation and Park District  
Community Service Group Agreement  
(Name of Organization)**

**Introduction**

In consideration of its designation as a **Community Service Group** by the **Pleasant Valley Recreation and Park District (District)**, the **Community Service Group (also known as Organization)** during the term of this agreement agrees to comply with all of the requirements herein. Renewal of this agreement is at the sole discretion of the **District** beginning on the date this agreement is signed by the president and vice-president of **Community Service Group**.

**TERM:** The term of this agreement shall be for a two (2) year agreement starting on \_\_\_\_\_ and ending on \_\_\_\_\_. A One-year renewal may be renewed should the organization state in writing, at least 90 days prior to expiration that it wishes to continue with no changes to the agreement. At any time should the nature or scope of the Community Service Group change, or the President or designee change, a new **Community Service Group Agreement** must be renewed and signed by the **District**.

**Field/Facility Use**

1. Organization understands that all field/facility reservations are for the sport fields/facilities during regular season practice and games. Games shall be played at \_\_\_\_\_. Additional tournaments, events or post season practice and play need to be proposed at the Calendar Meeting and approved, in writing, at least one month prior to the event by the **District**. **Community Service Group** will be allowed reserved use of **District** facilities, as outlined in **Attachment A - Field Use Schedule**. An Application for Permit for a sports field must be received by the **District** Sports Supervisor or designee to reserve a sports complex or park for games, practices and/or special events. Facilities and fields may be closed for rest and renovation at various times throughout the year. These closure periods will be announced during the Calendar Meeting and can be seen in **Attachment D - Approximate Field Closure Dates**.
2. Shall reserve Sports Parks/Facilities in the **District** at the following location(s) as defined in **Attachment A - Field Use Schedule**. A permit is required at locations if there are five (5) or more people participating in any form of activity per the District's Ordinance 8 and General Use Policy.
3. **District** reserves the right to cancel or suspend outdoor facility or field use permits for games, practices and other uses whenever field conditions could result in injury to players or damage to the fields. Permits may also be cancelled when the health and safety of participants are threatened due to impending conditions, including but not limited to, heavy rains, smog alerts, fire, emergency situations, and wind or pesticide application.

4. **District** has the right to cancel, change or postpone any of the scheduled dates, with 72-hour notice. However, every effort will be made to adhere to the scheduled dates and times. All games and practices shall take place between the hours of 8:00AM and 10:00PM, unless approved by District with prior written approval.
5. **The District** will recognize the following Winter Rules from (late November – early March). These “winter” rules will be as follows: 1. Turf/tennis shoes must be worn for all practices for ages of U11 and above at PV Fields soccer fields. 2. Tournaments take precedence over practice in terms of playability during the winter period. 3. Tournaments take precedence over league play in terms of scheduling.
6. **Community Service Group** shall enforce that referees wear turf shoes and perform reverse diagonal assignments to assist with minimizing wear patterns on the turf at Pleasant Valley Fields. During the course of the season, **the organization** shall pinch or widen the field lines during the course of the fall season to help eliminate the referee Assistant/Referee (A/R) lines. The times to do this can be worked out with the District Sports Supervisor or designee. (See Attachment B – Field Lining Policy Procedure).
7. Agrees to clean up debris/trash in and around the reserved facility on a daily basis. **District** shall charge the **Organization** the established hourly rate of a District staff or designee for cleanup of debris found to be in excess of normal usage.
8. **District** shall prepare all fields into playable condition for tournaments and/or seasonal play. **Organization** shall be responsible for: limited field maintenance, such as dragging, watering, field lining, etc., for the duration of this agreement, unless otherwise specified in writing. Any additional field maintenance issues requested by **the organization** which may include, but may not be limited to, field renovations, soil additions, portable fences, storage areas, mowing, fence repair, moving of **District** property, etc. must be submitted in writing with a 30 - 60-day notice, to **District General Manager**. Organization will be charged the cost of labor and materials.
9. No oversized or personal vehicle shall be driven or parked on **District** playfields, grass areas or infields without the express written consent of **District** staff.
10. **District** facilities are intended for use by the entire community and although the **Organization** is being granted reserved use of designated facilities for practices and games. It must be understood that cooperative use of District facilities by the **Organization, District Sponsored Programs** and the community is expected.
11. It is **MANDATORY** that Field Coordinators, the President, Vice-President or any other significant/essential members of the **Organization** meet with the **District Sports Supervisor** or designee at least once, or as needed for the Field Facility Allocation and Use Process to plan the use of the facilities for the upcoming

season/year. Failure to complete the Field Facility Allocation and Use Process may result in loss of field/facility space.

12. At no time, shall the organization sublet **District** property for monetary gain, or use for bargaining, trade for services, or other agreements with outside user groups.
13. An **Organization** that operates a Snack Bar shall comply with **Attachment E – Snack Bar Agreement**.
14. **Community Service Group** may reserve **District** classrooms or facilities with no charge at the following locations (Pleasant Valley Fields East Meeting Room and Skyway Room at Freedom Park. Reservations taking place at a different location will be charged at the **Community Service Group Rate** as outlined in the **District's** Fee Schedule. Cancellations with less than 24 hours' notice, and late reservations (less than 72 hours' notice) may result in a \$25 penalty to be billed to the **Organization**.

### Insurance

15. **Organizations** must provide **District** with proof of one million dollar (\$1,000,000) commercial general liability insurance policy (CGL) on an "occurrence" basis. Pleasant Valley Recreation and Park District, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Organizations. Proof of additional insured should be provided by endorsement to the Organization's CGL policy. This signed or stamped original endorsement shall be provided to the **Pleasant Valley Recreation and Park District, 1605 E. Burnley, Camarillo, CA 93010** no later than 30 days prior to start of season (or as requested per District requirements).
  - i. 15a. If **Community Service Group** stores equipment or materials on **District** property or within **District** facilities the group shall provide evidence of renter's insurance to the **District** evidencing coverage in an amount not less than the replacement value of the equipment/materials so stored.
  - ii. Storage areas are listed per group
    1. PV Fields Storage middle and east (AYSO)
    2. PV Fields Storage middle and west (Eagles)
    3. Bob Kildee Park 6 Storage Containers and area in Aquatic Center (CPBA)
    4. Freedom Park Sheds – 2 by Field 2 and Field 4 1 by Field 1 and Field 4 and Field 6 (CPBA)
    5. Liberty Building (CPBA)
    6. Mission Oaks Park Storage near Field 1 (CGSA)
    7. Mobile Snack Bar Trailer at Freedom Pool Parking Lot (Cougars)



## Safety

16. Shall complete an Accident/Incident report for any participants, spectators, volunteers, umpires, referees or paid staff that may reflect in any claims against the **District**. The **District** requires a copy of the completed form within 72 hours of the accident/incident of when the organization is first alerted.
17. **Community Service Group** agrees to notify **District** of any facility damage, repairs needed, injuries or accidents, vandalism, suspicious activity, etc., within 24 hours. Emergency issues may be called in to the **District** and followed up in writing.
18. Concession sales by outside vendors or proprietors on any park facility hosted by **Community Service Group**, or other sub-contractor, must be approved in advance by **District** General Manager or designee. Concessions must meet all **District**, **City of Camarillo**, and **Ventura County Health Department** licensing, liability and safety codes. Vendors with electrical cords must have them covered. Vendors with generators must place on non-flammable protective surfacing to contain all spills and also protect from damaging **District** property.
19. **Organizations** shall develop and implement an Inclement Weather and Emergency Action Plan that gives directions to **Community Service Group** officials, parents, umpires and players what to do during a storm, natural disaster or situation that may put some or all individuals in harm's way. These documents shall be given to the **District** on an annual basis or each time this agreement is renewed as a reference to have on file.
20. AB 2007 compliance required "[a] youth sports organization that elects to offer an athletic program" to comply with all of the following: (located in **Attachment C – AB 2007 Concussions and other head injuries** of this Agreement). A letter must be submitted each year to the **District** that the organization has complied.
21. AB1 for compliance required "(1) Youth football's highest priority is the safety and well-being of its participants. California children must have the right to be protected with safe youth football standards and practices empowering parents to make informed choices regarding the elected activities of their children: (located in **Attachment G – AB1 AB 1, Cooper. Youth athletics: California Youth Football Act.**) Added to Attachment G per California Law.

## COACHES AND VOLUNTEERS

22. **Organization** must fingerprint and/or perform adequate background screening for all coaches/volunteers associated with the organization. Organization shall provide the **District** with a letter on an annual basis stating they comply with performing a screening process. (LiveScan as an example, but not limited to).

23. The **Organization** is responsible for patrol, control and supervision of spectators and participants at **Community Service Group** events, including making sure park rules and regulations are adhered to. Failure of league officials to control parents, volunteers, participants and visitors is sufficient reason to cancel, at any time, approved use of **District** facilities by **Community Service Group**.

### ANNUAL FINANCIAL CONTRIBUTIONS

24. **Community Service Group** agrees to pay a lump sum of \$\_\_\_\_\_ annually for the duration of this agreement. This annual contribution will be reviewed annually and is subject to increases. Contributions based on but not limited to: field usage and/or maintenance, utilities, storage, etc. (to be determined with direction from GM/Board of Directors). The Board may propose the annual fee at their presentation or with staff recommendation.
25. **Organizations** with a snack bar agree to comply with and refer to **Attachment E - Snack Bar Agreement**.

### ADVERTISING

26. **Community Service Group** may advertise in the **PLEASANT VALLEY RECREATION AND PARK DISTRICT** quarterly *Activity Guide* and pay the Community Service Group Rate.
27. Shall not erect any advertising signage, sponsor banners, etc....without express written permission of the District. All advertising signage shall be consistent with the **District** guidelines and the District's Sales, Solicitation, and Unlawful Advertising as stated in the **District** Ordinance 8. **Community Service Group** shall provide the **District** with installation and removal dates of approved signage. All banners must meet City ordinance codes.

### PROGRAMMING

28. Shall provide the **District** with a season game schedule no later than **10 days prior to start of season**. Re-scheduled games need to be submitted in writing to the **District** Sports Supervisor or designee. Changes submitted less than 10 days' notice, may result in additional costs.
29. Field/Facility Coordinators, Coaches, the President and/or any other significant/essential members of the **Community Service Group** must meet with the **District** Sports Supervisor or designee **prior** to the **start of the primary** season to review facility issues. A follow-up meeting will be conducted at the end of each season to discuss the facility conditions. **Organization** shall restore each facility utilized during the season back to an acceptable condition. **Community Service**

**Group** agrees to reimburse **District** for facility damage that is a direct result of that organization's facility use.

30. A charge will be assessed (according to **District** Fee Schedule) to open or close a **District** facility outside of business hours (before 6am and after 9:30pm).

### **ADMINISTRATIVE**

30. **Community Service Group** shall be financially audited/reviewed by an independent party approved by a Certified Public Accountant (CPA) or the organization's governing body. This financial audit/review shall be presented at an annual **District** Board Meeting.
31. **Community Service Group** shall present an Annual Update Presentation to the **DISTRICT** Board of Directors on an annual basis. The **District** will provide an Annual Update Sheet, Form 990 and Bylaws to the organization to be completed before the presentation. The Annual Update and should be correct and provide transparency for the public.
32. **Community Service Group** is required to pay for sport field lighting per the District Fee Schedule. **Community Service Group** shall be responsible for all costs associated with the use of School District facilities. **District** fees for sports field rental may be waived. Light schedules shall be submitted to the District Sports Supervisor on a weekly or regular basis by the Organization.
33. All fees must be paid within 30 days of invoice. Failure to comply with any or all these guidelines may result in a loss of services with the District until fee is paid.
34. **Organization** shall attach submit a copy of non-profit status, or tax filing status, such as ESCORP, LLC, etc... to **District** staff upon renewal of this agreement.
35. Any items not specifically mentioned will be governed by Ordinance 8 and the General Use Policy.

**COMMUNITY SERVICE GROUP** ACCEPTS RESPONSIBILITY FOR ALL APPLICABLE CONDITIONS, AS WELL AS ALL DISTRICT RULES AND REGULATIONS NOT LISTED IN THIS AGREEMENT. **COMMUNITY SERVICE GROUP** ASSUMES ALL RISK FOR LOSS, DAMAGE, LIABILITY, INJURY, COST OR EXPENSE THAT MAY ARISE DURING, OR BE CAUSED IN ANY WAY BY SUCH USE OR OCCUPANCY OF DISTRICT FACILITIES.

**COMMUNITY SERVICE GROUP** SHALL, TO THE FULLEST EXTENT PERMITTED BY LAW, SAVE DEFEND (BY COUNSEL ACCEPTABLE TO DISTRICT) AND HOLD DISTRICT, IT'S DIRECTOR'S, AGENTS AND EMPLOYEES FREE AND HARMLESS FROM ANY LOSS, CLAIMS AND LIABILITY FOR DAMAGES AND/OR INJURIES TO PERSONS AND PROPERTY,

INCLUDING INJURY TO GROUP'S PARTICIPANTS OR DAMAGE TO GROUP'S PROPERTY THAT IN ANY WAY ARISE FROM OR ARE CAUSED BY **COMMUNITY SERVICE GROUP** USE OR OCCUPANCY OF DISTRICT FACILITIES.

Attachments:

- A. Field Use Schedule**
- B. Field Lining Policy**
- C. AB2007 Concussion or other head injuries**
- D. Field Closure Dates (approximate dates)**
- E. Snack Bar Agreement**
- F. Accident Report**
- G. AB 1 California Football Act**

Print \_\_\_\_\_ Title \_\_\_\_\_

PRINT NAME AND POSITION IN ORGANIZATION

Name

President, Community Service Group

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Vice President, Community Service Group

ADDRESS of Organization: \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_

APPROVED:

\_\_\_\_\_

MARY OTTEN

DISTRICT GENERAL MANAGER

**ATTACHMENT A**

**FIELD USE SCHEDULE – different for each organization**

**Sports Complexes**

**Park and Address**

**Time of Year/Season**

Sports Complex/main facility – based on agreement

Primary season/possibly  
secondary season

**Fields available to Community Service Group at no charge**

Encanto Park –

Primary/secondary season

Foothill Park –

Primary/secondary season

Heritage Park –

Primary/secondary season

Laurelwood Park –

Primary/secondary season

Lokker Park –

Primary/secondary season

**Basic Sports Field – charge Community Service Group Rate**

Arneill Ranch Park -

Primary/secondary season

Calleguas Creek Park -

Primary/secondary season

Charter Oak Park -

Primary/secondary season

Woodside Park -

Primary/secondary season

Dos Caminos Park -

Primary/secondary season

**ATTACHMENT B**  
**FIELD LINING PROCEDURE**

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1. The lining of ball fields (baseball, softball, soccer, etc.) will require District approval prior to performing the work.
2. No lining will take place unless prior approval is received from the Sports Supervisor or designee. Organizations will submit for approval, a rendering, drawing, or graphic representation of the proposed fields with dimensions in relationship to the park. This must be submitted with any future or current reservation requests/permits four (4) weeks prior to the league/tournament or event.
3. Upon approval of the rendering, the organization will submit a proposed date and time for lining/marketing of the fields to the Sports Supervisor or designee.
4. Paint that is made for field marking is required. Level 1 or Level 2 type of paint is required. Level 3 type paint will not be allowed on the turf. A water-based type of marking paint is required. The lines shall be no wider than 4 inches.
5. Every effort will be given to the use of existing common field lines within and/or between multiple users.
6. Soccer groups shall move field lines one or two times each season, depending on the wear and at direction of **District Staff**, to give the referee lines (AR Lines) a chance to grow back during the season.

**ATTACHMENT C**  
**AB 2007 Concussions or other head injuries**

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CHAPTER 516

An act to add Article 2.5 (commencing with Section 124235) to Chapter 4 of Part 2 of Division 106 of the Health and Safety Code, relating to youth athletics.

[ Approved by Governor September 23, 2016. Filed with Secretary of State  
September 23, 2016. ]

LEGISLATIVE COUNSEL'S DIGEST

AB 2007, McCarty. Youth athletics: youth sports organizations: concussions or other head injuries.

Existing law requires a school district, charter school, or private school, if it offers an athletic program, to immediately remove an athlete from an athletic activity for the remainder of the day if the athlete is suspected of sustaining a concussion or head injury, and prohibits the athlete from returning to the athletic activity until the athlete is evaluated by a licensed health care provider, trained in the management of concussions, and acting within the scope of his or her practice, and the athlete receives written clearance from the licensed health care provider to return to the athletic activity. Existing law also requires, on a yearly basis, a concussion and head injury information sheet to be signed and returned by the athlete and athlete's parent or guardian before the athlete's initiating practice or competition.

This bill would apply these provisions to athletes participating in youth sports organizations, as defined to include organizations, businesses, nonprofit entities, or local governmental agencies that sponsor or conduct amateur sports competitions, training, camps, or clubs in which persons 17 years of age or younger participate in any of 27 designated sports. The bill would require youth sports organizations to notify the parents or guardians of athletes 17 years of age or younger who have been removed from athletic activities due to suspected concussions, as specified. The bill would require youth sports organizations to offer concussion and head injury education, or related educational materials, or both, to each of their coaches and administrators on a yearly basis, as prescribed. The bill would require each of these coaches and administrators to successfully complete the concussion and head injury education offered under the bill at least once either online or in person.

The bill would also require a youth sports organization to identify procedures for ensuring compliance with the bill's requirements for providing concussion and head injury education and a concussion and head injury information sheet. The bill would additionally require the youth sports organization to identify procedures to ensure compliance with the athlete removal provisions and the return-to-play protocol, as specified. The bill would specify that it applies to all persons participating in the activities of a youth sports organization, irrespective of their ages.

**DIGEST KEY**

Vote: MAJORITY Appropriation: NO Fiscal Committee: NO Local Program: NO

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**BILL TEXT**

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

**SECTION 1.**

Article 2.5 (commencing with Section 124235) is added to Chapter 4 of Part 2 of Division 106 of the Health and Safety Code, to read:

**Article 2.5. Youth Sports Concussion Protocols  
124235.**

(a) A youth sports organization that elects to offer an athletic program shall comply with all of the following:

(1) An athlete who is suspected of sustaining a concussion or other head injury in an athletic activity shall be immediately removed from the athletic activity for the remainder of the day, and shall not be permitted to return to any athletic activity until he or she is evaluated by a licensed health care provider. The athlete shall not be permitted to return to athletic activity until he or she receives written clearance to return to athletic activity from a licensed health care provider. If the licensed health care provider determines that the athlete sustained a concussion or other head injury, the athlete shall also complete a graduated return-to-play protocol of no less than seven days in duration under the supervision of a licensed health care provider.

(2) If an athlete who is 17 years of age or younger has been removed from athletic activity due to a suspected concussion, the youth sports organization shall notify a parent or guardian of that athlete of the time and date of the injury, the symptoms observed, and any treatment provided to that athlete for the injury.

(3) On a yearly basis, the youth sports organization shall give a concussion and head injury information sheet to each athlete. The information sheet shall be signed and returned by the athlete and, if the athlete is 17 years of age or younger, shall also be signed by the athlete's parent or guardian, before the athlete initiates practice or competition. The information sheet may be sent and returned through an electronic medium including, but not necessarily limited to, fax or electronic mail.



(4) On a yearly basis, the youth sports organization shall offer concussion and head injury education, or related educational materials, or both, to each coach and administrator of the youth sports organization.

(5) Each coach and administrator shall be required to successfully complete the concussion and head injury education offered pursuant to paragraph (4) at least once, either online or in person, before supervising an athlete in an activity of the youth sports organization.

(6) The youth sports organization shall identify both of the following:

(A) Procedures to ensure compliance with the requirements for providing concussion and head injury education and a concussion and head injury information sheet, as contained in paragraphs (3) to (5), inclusive.

(B) Procedures to ensure compliance with the athlete removal provisions and the return-to-play protocol required pursuant to paragraph (1).

(b) As used in this article, all of the following shall apply:

(1) "Concussion and head injury education and educational materials" and a "concussion and head injury information sheet" shall, at a minimum, include information relating to all of the following:

(A) Head injuries and their potential consequences.

(B) The signs and symptoms of a concussion.

(C) Best practices for removal of an athlete from an athletic activity after a suspected concussion.

(D) Steps for returning an athlete to school and athletic activity after a concussion or head injury.

(2) "Licensed health care provider" means a licensed health care provider who is trained in the evaluation and management of concussions and is acting within the scope of his or her practice.

(3) "Youth sports organization" means an organization, business, nonprofit entity, or a local governmental agency that sponsors or conducts amateur sports competitions, training, camps, or clubs in which persons 17 years of age or younger participate in any of the following sports:

(A) Baseball.

(B) Basketball.

(C) Bicycle motocross (BMX).

(D) Boxing.

- (E) Competitive cheerleading.
- (F) Diving.
- (G) Equestrian activities.
- (H) Field hockey.
- (I) Football.
- (J) Full contact martial arts.
- (K) Gymnastics.
- (L) Ice hockey.
- (M) Lacrosse.
- (N) Parkour.
- (O) Rodeo.
- (P) Roller derby.
- (Q) Rugby.
- (R) Skateboarding.
- (S) Skiing.
- (T) Soccer.
- (U) Softball.
- (V) Surfing.
- (W) Swimming.
- (X) Synchronized swimming.
- (Y) Volleyball.
- (Z) Water polo.
- (AA) Wrestling.

(c) This section shall apply to all persons participating in the activities of a youth sports organization, irrespective of their ages. This section shall not be construed to prohibit a youth sports organization, or any other appropriate entity, from adopting and enforcing rules intended to provide a higher standard of safety for athletes than the standard established under this section.

**ATTACHMENT D**  
**Approximate Field Closure Dates**

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**PV Fields Soccer Zones**

Mid – March to end of April

3<sup>rd</sup> week of June to 4<sup>th</sup> week of July

Thanksgiving week to end of the year

**Freedom Baseball Fields**

Second week of December to mid-January

August 1 to Thursday before Labor Day weekend

Various weekdays during fall season

**Bob Kildee**

Second week of December to mid-January

**Mission Oaks**

4<sup>th</sup> week of November to early January

**ATTACHMENT E**  
**SNACK BAR AGREEMENT**

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This document will serve as an agreement between the **Pleasant Valley Recreation and Park District (District)** facilities and the **Community Service Group**. Renewal will be subject to **Community Service Group** satisfying requirements outlined in this agreement.

**TERM:** The term of this agreement shall be for a two (2) year agreement starting on \_\_\_\_\_ and ending on \_\_\_\_\_. A One-year renewal may be renewed should the organization state in writing that it wishes to continue with no changes to the agreement. At any time should the nature or scope of the Community Service Group change, or the President or designee change, a new **Community Service Group Agreement** must be renewed and signed by the **District**.

- A. **DISTRICT** has provided \_\_\_\_\_ snack bar(s) and the equipment that included within those snack bars.
- B. **DISTRICT** reserves the right to cancel or suspend outdoor facility or field use permits for games, practices and other uses whenever field conditions could result in injury to players or damage to the fields. Permits may also be cancelled when the health and safety of participants are threatened due to impending conditions, including but not limited to, heavy rains, smog alerts, fire, emergency situations, and wind or pesticide application. The snack bar may not be operational at these times.
- C. **Community Service Group** agrees to pay the **DISTRICT** the sum of \$ \_\_\_\_\_ annually for the use of snack bar(s).
- D. The **Community Service Group** shall pay for all services necessary or desirable to properly maintain and operate the snack bars during the term of the agreement including, although not limited to: Utility costs contribution, Inspections, Certification and Licensing or permits. Equipment operation and upkeep, and such other services and costs as deemed appropriate by the General Manager of **Pleasant Valley Recreation and Park District**. The **Community Service Group** shall be responsible for reimbursing the District for all costs associated with the operation of the snack bar facilities. These costs include, but are not limited to; utility expenses, health permits, backflow testing, (soda machine), equipment maintenance and testing, costs to repair any damage caused by **Community Service Group** to existing fixtures.
- E. **Community Service Group** understands that operation of the snack bar must be in compliance with the Ventura County Health Department codes and

requirements and is responsible to pay all Ventura County Health Department fees, penalties or other costs during the term of this agreement. **Community Service Group** shall have a designated organizer complete an Environmental Health Division - Temporary Food Facility (EHD-TFF) food safety course during the term of this agreement and provide District with a copy of certification.

- F. **Organization** shall, exclusively, operate the snack bar(s) at all designated events within at above listed parks). Events may include scheduled league games for youth soccer, youth/ adult softball, baseball, etc. tournaments, competitions and/or special events as requested and agreed upon by both the **Organization** and the **District**. The **District** has the right to use the snack bar with prior notice to the **Organization** for **District** held events at that park.
- G. **Organizations** are responsible for staffing the snack bar(s) with paid or volunteer staff. Volunteers/Staff must be at least 16 years of age and be supervised at all times by an adult 18 years of age or older. Organization shall be in compliance with state and/or federal labor laws.
- H. **Organizations** shall provide other **Community Service Groups** with ice from the ice machine during league play when requested by group.
- I. **Community Service Group** shall not allow other outside groups to operate snack bars during the term of this agreement.
- J. **Pleasant Valley Fields** snack bar operator agrees to be in compliance with staffing the snack bar within two – thousand (2000) "man hours" of volunteer and/or paid work. The **Operator** shall track the recorded number of hours worked by volunteers and paid staff and provide this information to District staff on a quarterly basis.
- K. **Community Service Group** after the completion of a term, upon termination, or upon a mutually agreed upon time with the **District**, leave all **District** owned equipment in original working condition and leave all permanent fixture inside snack bar(s).
- L. **Community Service Group** and **District** reserve the right to terminate this agreement with a 60-day written notice. If organization is terminated from this agreement, any outside food vendors must have prior approval from the **District**.

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**ATTACHMENT F  
ACCIDENT REPORT**

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Accident Report to be attached.

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**ATTACHMENT G  
ASSEMBLY BILL 1**

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**Assembly Bill No. 1**

**CHAPTER 158**

An act to add Article 2.7 (commencing with Section 124240) to Chapter 4 of Part 2 of Division 106 of the Health and Safety Code, relating to youth athletics.

[ Approved by Governor July 31, 2019. Filed with Secretary of State July 31, 2019. ]

**LEGISLATIVE COUNSEL'S DIGEST**

AB 1, Cooper. Youth athletics: California Youth Football Act.

Under existing law, a school district, charter school, or private school that elects to offer an athletic program is prohibited from allowing a high school or middle school football team to conduct more than 2 full-contact practices, as defined, per week during the preseason and regular season, as defined, and from conducting a full-contact practice during the off-season.

This bill would express legislative findings and declarations relating to youth football and specifically relating to player safety. The bill, on and after January 1, 2021, would require a youth sports organization, as defined, that conducts a tackle football program to comply with certain requirements, including, among other things, not conducting more than 2 full-contact practices, as defined, per week during the preseason and regular season; not holding a full-contact practice during the off-season; having coaches receive a tackling and blocking certification, as specified; having designated personnel annually complete specified concussion and head injury education, a specified factsheet related to opioids, and designated training relating to heat-related illness, as defined; meeting specified requirements relating to safety equipment; having a licensed medical professional present during games, as specified; having coaches receive first aid, cardiopulmonary resuscitation, and automated external defibrillator certification; and inspecting safety equipment, as specified.

The bill, on and after January 1, 2021, would require a youth tackle football league to establish youth tackle football participant divisions that are organized by relative age or weight or by both age and weight, and to retain information for the tracking of youth sports injuries, as specified. The bill would declare that nothing in its provisions would prohibit any youth sports organization or youth tackle football league from adopting and enforcing rules providing a higher level of safety than the requirements of this bill.

## **DIGEST KEY**

Vote: majority Appropriation: no Fiscal Committee: no Local Program: no

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## **BILL TEXT**

### **THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:**

#### **SECTION 1.**

(a) The Legislature finds and declares all of the following:

- (1) Youth football's highest priority is the safety and well-being of its participants. California children must have the right to be protected with safe youth football standards and practices empowering parents to make informed choices regarding the elected activities of their children.
- (2) Nationwide, over 2.5 million players, coaches, cheerleaders, and parent volunteers participate in youth football.
- (3) Youth football promotes the values of teamwork, self-discipline, diversity, academics, nutrition, leadership, and acceptance.

- (4) Youth football promotes an active lifestyle that helps combat obesity rates in youth, which have increased by 300 percent over the past four decades and that lead to a broad range of health problems previously not seen until adulthood, such as high blood pressure, type 2 diabetes, and elevated blood cholesterol levels.
- (5) Youth sports have become increasingly expensive due to the elimination of after school sports programs and the proliferation of travel teams and tournament-centric scheduling, but youth football remains an affordable neighborhood-based sport that is accessible in every community in California, irrespective of socioeconomic status or geographic location.
- (6) Football is one of California's most popular sports, and the safety and well-being of the players is youth football's top priority.
- (7) Many youth football organizations have implemented policies requiring the annual or biannual recertification of all football helmets by the helmet manufacturer or by an independent third party and the replacement of helmets that are damaged or that do not meet the current safety standards or recertification requirements.
- (8) New helmet testing standards are being implemented to enable players to wear the safest helmet possible, and manufacturers continue to advance helmet technology.
- (9) Blocking and tackling techniques designed to remove the head from contact have become the nationwide standard for teaching blocking and tackling, and coaches are required to complete annual certification and continuing education in blocking and tackling techniques that emphasize the removal of the head from any blocking or tackling and that provide coaches with noncontact drills designed to reinforce this training.
- (10) The federal Centers for Disease Control and Prevention Concussion Protocol Training has become standard for many youth football organizations and coaches in an attempt to minimize the risk of injury for youth football players, and the training is designed to identify those players who exhibit symptoms of a concussion, to prescribe protocols for the immediate removal of those players from the game or practice, and to outline stringent "return to play" protocols that coaches, players, and parents must follow after a youth football player has received clearance from a medical doctor before that player is allowed to return to full participation.
- (11) Youth football organizations have implemented policies for concussion response, proper hydration, equipment fitting, and age and weight requirements.
- (12) California prohibits high school and middle school football teams from conducting more than two full-contact practices per week during the preseason and regular season, and California also prohibits the full-contact portion of a practice from exceeding 90 minutes in any single day and completely prohibits full-contact practice during the off-season.
- (13) The awareness of the possible injury risks associated with football are now widely known and accepted by parents, players, coaches, officials, medical professionals, and the general public.



(14) The decision to play youth football ultimately rests with the parents, after their thoughtful consideration of the risks and benefits, as to whether participation in youth football is in their child's best interest.

(15) In order to ensure youth tackle football participant safety and competitive play, youth tackle football leagues should be divided into divisions based on the participant's relative size and maturity, including classifications by appropriate weight, age, and size.

(b) It is therefore the intent of the Legislature to build upon prior legislation, including Assembly Bill 2007 (Chapter 516 of the Statutes of 2016), to improve youth tackle football safety with new safety standards while honoring youth tackle football's spirit and tradition.

## SEC. 2.

Article 2.7 (commencing with Section 124240) is added to Chapter 4 of Part 2 of Division 106 of the Health and Safety Code, to read:

### **Article 2.7. California Youth Football Act 124240.**

(a) This article shall be known, and may be cited, as the California Youth Football Act.

(b) As used in this article:

(1) "Coach" means a person appointed by a youth sports organization to supervise or instruct a participant in the sport of youth tackle football.

(2) "Full-contact portion" of practice is defined as the period of time in drills or live action that involves contact at game speed.

(3) "Full-contact practice" means a session where one or more drills or live action is conducted that involves contact at game speed, as in an actual tackle football game or scrimmage. This includes simulations or drills that involve any number of players.

(4) "Heat-related illness" includes, but is not necessarily limited to, heat cramps, heat syncope, heat exhaustion, and exertional heat stroke.

(5) "Off-season" means a period extending from the end of the regular season until 30 days before the commencement of the next regular season.

(6) "Play" includes participation in a youth tackle football game, scrimmage, or practice.

(7) "Preseason" means a period of 30 days before the commencement of the regular season.

(8) "Regular season" means the period from the first league football game or scrimmage until the completion of the final football game of that season.

(9) "Safety equipment" includes, but is not necessarily limited to, all of the following:

(A) A helmet and its associated parts, including, but not necessarily limited to, a face mask and mouthguard.

(B) Hip, knee, and shoulder pads.

(C) A jersey.

(D) A tailbone protector.

(E) Pants and thigh guards.

(F) Shoes, including cleats.

(10) "Youth sports organization" means an organization, business, or nonprofit entity that sponsors or conducts amateur sports competition, training, camps, clinics, practices, or clubs.

(11) "Youth tackle football league" means the organization that groups together youth sports organizations that conduct youth tackle football, administers rules, and sets game schedules. It may or may not be associated with a national organization.

**124241.**

On and after January 1, 2021, a youth sports organization that conducts a tackle football program shall comply with all of the following requirements:

(a) A tackle football team shall not conduct more than two full-contact practices per week during the preseason and regular season.

(b) A tackle football team shall not hold a full-contact practice during the off-season.

(c) The full-contact portion of a practice shall not exceed 30 minutes in any single day.

(d) A coach shall annually receive a tackling and blocking certification from a nationally recognized program that emphasizes shoulder tackling, safe contact and blocking drills, and techniques designed to minimize the risk during contact by removing the involvement of youth tackle football participant's head from all tackling and blocking techniques.

(e) Each youth tackle football administrator, coach, and referee shall annually complete all of the following:

(1) The concussion and head injury education pursuant to Section 124235.

(2) The Opioid Factsheet for Patients pursuant to Section 124236.

(3) Training in the basic understanding of the signs, symptoms, and appropriate responses to heat-related illness.

(f) Each parent or guardian of a youth tackle football participant shall receive concussion and head injury information for that athlete pursuant to Section 124235 and the Opioid Factsheet for Patients pursuant to Section 124236.

(g) Each football helmet shall be reconditioned and recertified every other year, unless stated otherwise by the manufacturer. Only entities licensed by the National Operating Committee on Standards for Athletic Equipment shall perform the reconditioning and recertification. Every reconditioned and recertified helmet shall display a clearly recognizable mark or notice in the helmet indicating the month and year of the last certification.

(h) A minimum of one state-licensed emergency medical technician, paramedic, or higher-level licensed medical professional shall be present during all preseason, regular season, and postseason games. The emergency medical technician, paramedic, or higher-level licensed medical professional shall have the authority to evaluate and remove any youth tackle football participant from the game who exhibits an injury, including, but not necessarily limited to, symptoms of a concussion or other head injury.

(i) A coach shall annually receive first aid, cardiopulmonary resuscitation, and automated external defibrillator certification.

(j) At least one independent nonrostered individual, appointed by the youth sports organization, shall be present at all practice locations. The individual shall hold current and active certification in first aid, cardiopulmonary resuscitation, automated external defibrillator, and concussion protocols. The individual shall have the authority to evaluate and remove any youth tackle football participant from practice who exhibits an injury, including, but not limited to, symptoms of a concussion or other head injury.

(k) Safety equipment shall be inspected before every full-contact practice or game to ensure that all youth tackle football participants are properly equipped.

(l) Each youth tackle football participant removed pursuant to this section shall comply with Section 124235. The injury shall be reported to the youth tackle football league.

(m) Each youth tackle football participant shall complete a minimum of 10 hours of noncontact practice at the beginning of each season for the purpose of conditioning, acclimating to safety equipment, and progressing to the introduction of full-contact practice. During this noncontact practice, the youth tackle football participants shall not wear any pads, and shall only wear helmets if required to do so by the coaches.

(n) A youth sports organization shall annually provide a declaration to its youth tackle football league stating that it is in compliance with this article, and shall either post the declaration on its internet website or provide the declaration to all youth tackle football participants within its youth sports organization.

**124242.**

On and after January 1, 2021, a youth tackle football league shall comply with both of the following:

(a) Establish youth tackle football participant divisions that are organized by relative age or weight or by both age and weight.

(b) Retain information from which the names of individuals shall not be identified for the tracking of youth sports injuries. This information shall include the type of injury, the medical treatment received by the youth tackle football participant, and return to play protocols followed by the participant pursuant to subdivision (l) of Section 124241.

**124243.**

Nothing in this article shall prohibit any youth sports organization or youth tackle football league from adopting and enforcing rules intended to provide a higher standard of safety for youth tackle football participants than the requirements established under this article.

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>JEANNETTE ROSSLING</u>	<u>279 SPINDLEWOOD AVE.</u>	<u>(805) 427-4525</u>
Vice President	<u>DANIEL JOHNSTON</u>	<u>2011 ALBORADA</u>	<u>(805) 214-9080</u>
Treasurer	<u>JANET VAHID</u>	<u>2108 BENITO DR.</u>	<u>(805) 443-9124</u>
Secretary	<u>HEATHERLY TOPETE</u>	<u>2111 EUCLID CIRCE</u>	<u>(805) 816-4202</u>

Number of participants last year: Primary Season: 0 Secondary Season: 0  
 Projected number of participants in upcoming year: Primary Season: 1200 Secondary Season: 500

What day and time are Board Meetings held? Day: 3<sup>RD</sup> WEDNESDAY Time: 7:00 PM  
 Address where Board Meetings are held? 1101 CALLE SUERTE, 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 CVPA - GERALDIE GUTIERREZ  
NEW REFEREE ADMINISTRATOR - KEITH FICHELMAN

Please provide any comments for the PVRPD Board of Directors:  
WE ARE PLANNING A FULL FALL CORE PROGRAM INCLUDING CORE, VIP, EXTRA & UNITED PROGRAMS  
WE WILL BE HOLDING CAMARILLO CUP OVER LABOR DAY WEEKEND  
WE ARE WORKING WITH UK SOCCER TO HAVE SUMMER DAY CAMP PROGRAMS.

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  
 Phone: (805) 482-1996

Submitted By: JEANNETTE ROSSLING

Signature: Jeannette Rossling



EXTENDED TO JULY 15, 2020

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

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 for instructions and the latest information.

Open to Public Inspection

A For the 2018 calendar year, or tax year beginning JUL 1, 2018 and ending JUN 30, 2019

B Check if applicable: C Name of organization: AMERICAN YOUTH SOCCER ORGANIZATION D Employer identification number: 95-6205398 E Telephone number: (424) 221-7910 G Gross receipts \$: 78,905,588. H(a) Is this a group return for subordinates? Yes No H(b) Are all subordinates included? Yes No H(c) Group exemption number I Tax-exempt status: 501(c)(3) J Website: WWW.AYSO.ORG K Form of organization: Corporation L Year of formation: 1964 M State of legal domicile: CA

Part I Summary

Table with 3 columns: Description, Prior Year, Current Year. Rows include: 1 Briefly describe the organization's mission... TO TEACH, PROMOTE & DEVELOP YOUTH SOCCER IN THE U.S., TO DEVELOP YOUNGSTERS IN BODY AND; 2 Check this box; 3-7a Activities & Governance; 8-12 Revenue; 13-19 Expenses; 20-22 Net Assets or Fund Balances.

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.

Sign Here: Signature of officer: MATT WINEGAR, NATIONAL EXECUTIVE DIRECTOR Date: 7-15-20

Paid Preparer Use Only: Print/Type preparer's name: NAZANIN BENYAMINI Preparer's signature: NAZANIN BENYAMINI Date: 07/14/20 Check if self-employed: F00666808 Firm's name: SINGERLEWAK LLP Firm's EIN: 95-2302617 Firm's address: 10960 WILSHIRE BOULEVARD, 7TH FLOOR LOS ANGELES, CA 90024-3783 Phone no.: (310) 477-3924

May the IRS discuss this return with the preparer shown above? (see instructions) Yes No

832001 12-31-18

LHA For Paperwork Reduction Act Notice, see the separate instructions.

Form 990 (2018)

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 [X] 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 [X] 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 \$ 49,631,117. including grants of \$ ) (Revenue \$ 69,559,484. )
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 \$ 13,868,881. including grants of \$ ) (Revenue \$ 5,055,017. )
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 \$ 1,919,693. including grants of \$ ) (Revenue \$ 268,190. )
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 ▶ 65,419,691.



**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> .....	<input checked="" type="checkbox"/>	
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ? .....	<input checked="" type="checkbox"/>	
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> .....		<input checked="" type="checkbox"/>
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> .....		<input checked="" type="checkbox"/>
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> .....		<input checked="" type="checkbox"/>
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> .....		<input checked="" type="checkbox"/>
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> .....		<input checked="" type="checkbox"/>
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> .....		<input checked="" type="checkbox"/>
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> .....		<input checked="" type="checkbox"/>
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> .....	<input checked="" type="checkbox"/>	
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> .....	<input checked="" type="checkbox"/>	
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> .....		<input checked="" type="checkbox"/>
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> .....		<input checked="" type="checkbox"/>
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> .....		<input checked="" type="checkbox"/>
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X</i> .....	<input checked="" type="checkbox"/>	
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> .....	<input checked="" type="checkbox"/>	
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> .....		<input checked="" type="checkbox"/>
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> .....	<input checked="" type="checkbox"/>	
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i> .....		<input checked="" type="checkbox"/>
14a Did the organization maintain an office, employees, or agents outside of the United States? .....		<input checked="" type="checkbox"/>
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> .....		<input checked="" type="checkbox"/>
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> .....		<input checked="" type="checkbox"/>
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> .....		<input checked="" type="checkbox"/>
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> .....		<input checked="" type="checkbox"/>
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> .....		<input checked="" type="checkbox"/>
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> .....		<input checked="" type="checkbox"/>
20a Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i> .....		<input checked="" type="checkbox"/>
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> .....		<input checked="" type="checkbox"/>

Part IV Checklist of Required Schedules (continued)

Table with 3 columns: Question number, Yes, No. Rows 22-38 detailing various IRS requirements and their status.

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

Table with 3 columns: Question number, Yes, No. Rows 1a-1c regarding Form 1096, W-2G forms, and backup withholding rules.

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

Form 990 (2018) with various sections (2a-16) and columns for Yes/No. Includes questions about employees, federal employment tax returns, unrelated business gross income, foreign accounts, prohibited tax shelter transactions, annual gross receipts, deductible contributions, and sponsoring organizations.

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 (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.
[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) YVETTE BARRETT NATIONAL BOARD OF DIRECTORS	10.00	X						0.	0.	0.
(2) JEFF RANSOM NATIONAL BOARD OF DIRECTORS	10.00	X						0.	0.	0.
(3) RANDY PITMAN NATIONAL BOARD OF DIRECTORS	10.00	X						0.	0.	0.
(4) DONNA NELSON NATIONAL BOARD OF DIRECTORS	10.00	X						0.	0.	0.
(5) CATHY FARLESS NATIONAL BOARD OF DIRECTORS	10.00	X						0.	0.	0.
(6) DAN HOWALD NATIONAL VP BOARD OF DIRECTORS	10.00	X						0.	0.	0.
(7) MAURICE MIRANDA NATIONAL VP BOARD OF DIRECTORS	10.00	X						0.	0.	0.
(8) EILEEN TABERT NATIONAL VP BOARD OF DIRECTORS	10.00	X						0.	0.	0.
(9) MICHAEL KARON AYSO NATIONAL PRESIDENT	20.00	X		X				0.	0.	0.
(10) DOUG RYAN NATIONAL TREASURER	20.00	X		X				0.	0.	0.
(11) MARGIE CLOSE NATIONAL SECRETARY	10.00	X		X				0.	0.	0.
(12) MATTHEW WINEGAR NATIONAL EXECUTIVE DIRECTOR	40.00	X		X				0.	0.	0.
(13) MICHAEL HOYER (UNTIL 4/30/2019) NATIONAL EXECUTIVE DIRECTOR	40.00			X				228,227.	0.	41,034.
(14) SCOTT GIMPLE (2/12/2019) DIRECTOR, FINANCE & ACCOUNTING	40.00				X			185,376.	0.	35,602.
(15) WILLIAM SNYDER DIRECTOR, PROGRAMS AND EDUCATION	40.00				X			150,570.	0.	27,209.
(16) JILL MESHEKOW DIRECTOR, HUMAN RESOURCES	40.00					X		105,090.	0.	34,740.
(17) YVONNE LARA DIRECTOR, MARKETING	40.00					X		129,329.	0.	6,187.

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

(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			
(18) ANNETTE NASTRI DIRECTOR, FINANCE & ACCOUNTING	40.00				X			116,833.	0.	3,505.
<b>1b Sub-total</b>								915,425.	0.	148,277.
<b>c Total from continuation sheets to Part VII, Section A</b>								0.	0.	0.
<b>d Total (add lines 1b and 1c)</b>								915,425.	0.	148,277.

**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 **6**

	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
NONE		

**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) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512 - 514
<b>Contributions, Gifts, Grants and Other Similar Amounts</b>	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	1,896,310.			
	g Noncash contributions included in lines 1a-1f: \$		110,664.			
<b>h Total. Add lines 1a-1f</b>			<b>1,896,310.</b>			
<b>Program Service Revenue</b>	2 a REGISTRATION FEES & PROGRAM RECEI	Business Code	711210	68,075,020.	68,075,020.	
	b TOURNAMENTS & CAMP RECEIPTS		711210	5,055,017.	5,055,017.	
	c TRAINING PROGRAMS & MEETINGS		711210	268,190.	268,190.	
	d					
	e					
	f All other program service revenue					
	<b>g Total. Add lines 2a-2f</b>			<b>73,398,227.</b>		
<b>Other Revenue</b>	3 Investment income (including dividends, interest, and other similar amounts)			79,216.		79,216.
	4 Income from investment of tax-exempt bond proceeds					
	5 Royalties			94,654.	39,608.	55,046.
	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				
	b Less: direct expenses	b				
	c Net income or (loss) from fundraising events					
	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	1,992,325.				
b Less: cost of goods sold	b	2,045,911.				
c Net income or (loss) from sales of inventory			-53,586.		-53,586.	
<b>Miscellaneous Revenue</b>			<b>Business Code</b>			
11 a OTHER INCOME		900099	899,461.	899,461.		
b ADVERTISING IN DIGITAL MEDIA		541800	316,330.	316,330.		
c ADVERTISING IN MAGAZINE		541800	229,065.	229,065.		
d All other revenue						
<b>e Total. Add lines 11a-11d</b>			<b>1,444,856.</b>			
<b>12 Total revenue. See instructions</b>			<b>76,859,677.</b>	<b>74,297,688.</b>	<b>585,003.</b>	<b>80,676.</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	631,710.	165,486.	466,224.	
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	2,626,512.	1,274,781.	1,351,731.	
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	44,916.	26,853.	18,063.	
9 Other employee benefits	620,266.	324,171.	296,095.	
10 Payroll taxes	239,658.	105,058.	134,600.	
11 Fees for services (non-employees):				
a Management				
b Legal	51,836.		51,836.	
c Accounting	88,386.		88,386.	
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	2,284,690.	2,231,346.	53,344.	
13 Office expenses	4,421,588.	3,979,429.	442,159.	
14 Information technology	465,334.	69,800.	395,534.	
15 Royalties				
16 Occupancy	351,855.	52,778.	299,077.	
17 Travel	841,337.	824,510.	16,827.	
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	2,020,729.	1,919,693.	101,036.	
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	287,284.		287,284.	
23 Insurance	1,801,325.	1,711,259.	90,066.	
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 EXPENSES</b>	18,344,277.	18,344,277.		
b <b>UNIFORMS</b>	12,326,977.	12,326,977.		
c <b>TOURNAMENTS &amp; CLINICS</b>	12,282,722.	12,282,722.		
d <b>TRAINING</b>	3,847,344.	3,077,875.	769,469.	
e All other expenses	6,816,714.	6,702,676.	114,038.	
25 Total functional expenses. Add lines 1 through 24e	70,395,460.	65,419,691.	4,975,769.	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 856-720)



**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 .....	72,030,255.	1	74,233,602.
	2 Savings and temporary cash investments .....	1,593,450.	2	1,607,861.
	3 Pledges and grants receivable, net .....		3	
	4 Accounts receivable, net .....	220,975.	4	413,700.
	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 .....	62,895.	8	20,899.
	9 Prepaid expenses and deferred charges .....	501,477.	9	969,479.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D .....	10a 4,125,876.		
	b Less: accumulated depreciation .....	10b 3,830,308.	10c	295,568.
	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 .....	520,536.	15	874,482.
16 <b>Total assets.</b> Add lines 1 through 15 (must equal line 34) .....	75,488,058.	16	78,415,591.	
Liabilities	17 Accounts payable and accrued expenses .....	1,596,245.	17	1,056,624.
	18 Grants payable .....		18	
	19 Deferred revenue .....	26,841,877.	19	23,878,182.
	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 .....	191,450.	25	158,082.
	26 <b>Total liabilities.</b> Add lines 17 through 25 .....	28,629,572.	26	25,092,888.
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 .....	46,813,581.	27	53,266,573.
	28 Temporarily restricted net assets .....	44,905.	28	56,130.
	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 current 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> .....	46,858,486.	33	53,322,703.	
34 <b>Total liabilities and net assets/fund balances</b> .....	75,488,058.	34	78,415,591.	

Form 990 (2018)

**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	76,859,677.
2	Total expenses (must equal Part IX, column (A), line 25)	2	70,395,460.
3	Revenue less expenses. Subtract line 2 from line 1	3	6,464,217.
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	46,858,486.
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	53,322,703.

**Part XII Financial Statements and Reporting**

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

1 Accounting method used to prepare the Form 990:  Cash  Accrual  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?  Yes  No

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:

Separate basis  Consolidated basis  Both consolidated and separate basis

b Were the organization's financial statements audited by an independent accountant?  Yes  No

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:

Separate basis  Consolidated basis  Both consolidated and separate basis

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?  Yes  No

If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.

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?  Yes  No

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  Yes  No

	Yes	No
2a		X
2b	X	
2c	X	
3a		X
3b		

Form 990 (2018)

**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

**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)(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		
<b>Total</b>						

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ. 632021 10-11-18 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.") .....						
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) 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 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 .....

**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 33 1/3% support test - 2018. 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 - 2017. 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 - 2018. 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 - 2017. 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"/>	

**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.")	2,898,677.	2,896,966.	2,311,622.	1,951,019.	1,896,310.	11,954,594.
<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	66,860,033.	67,455,344.	73,498,131.	70,715,394.	73,398,227.	351,927,129.
<b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513	2,998,656.	3,561,608.	3,575,050.	2,674,127.	1,992,325.	14,801,766.
<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 Total.</b> Add lines 1 through 5	72,757,366.	73,913,918.	79,384,803.	75,340,540.	77,286,862.	378,683,489.
<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.)						378,683,489.

**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	72,757,366.	73,913,918.	79,384,803.	75,340,540.	77,286,862.	378,683,489.
<b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources	171,236.	114,295.	119,580.	118,444.	134,262.	657,817.
<b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975	196,099.	830,873.	729,364.	709,992.	585,003.	3,051,331.
<b>c</b> Add lines 10a and 10b	367,335.	945,168.	848,944.	828,436.	719,265.	3,709,148.
<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.)	741,335.	1,013,562.	1,230,123.	1,407,240.	899,461.	5,291,721.
<b>13 Total support.</b> (Add lines 9, 10c, 11, and 12.)	73,866,036.	75,872,648.	81,463,870.	77,576,216.	78,905,588.	387,684,358.

**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	97.68 %
<b>16</b> Public support percentage from 2017 Schedule A, Part III, line 15	16	97.76 %

**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	.96 %
<b>18</b> Investment income percentage from 2017 Schedule A, Part III, line 17	18	.87 %

**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
<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	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 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 Total of lines 3a through e			
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 Excess distributions carryover to 2019. 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 A (Form 990 or 990-EZ) 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

**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).

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

832051 10-29-18

**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	221,801.	221,589.	221,429.	221,207.	220,987.
b Contributions					
c Net investment earnings, gains, and losses	270.	212.	160.	222.	220.
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance	222,071.	221,801.	221,589.	221,429.	221,207.

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		X
(ii) related organizations		X
3b		

- (i) unrelated organizations
  - (ii) related organizations
- 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.	180,718.	2,745.
d Equipment		956,860.	907,990.	48,870.
e Other		2,985,553.	2,741,600.	243,953.
<b>Total.</b> Add lines 1a through 1e. (Column (c) must equal Form 990, Part X, column (B), line 10c.)				295,568.

**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	158,082.
(3) .....	
(4) .....	
(5) .....	
(6) .....	
(7) .....	
(8) .....	
(9) .....	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 25.) ▶	158,082.

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	13,289,093.
2	Amounts included on line 1 but not on Form 990, Part VIII, 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	1,873,296.	
e	Add lines 2a through 2d	2e		1,873,296.
3	Subtract line 2e from line 1	3		11,415,797.
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	65,443,880.	
c	Add lines 4a and 4b	4c		65,443,880.
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)	5		76,859,677.

**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	14,115,756.
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	1,735,313.	
e	Add lines 2a through 2d	2e		1,735,313.
3	Subtract line 2e from line 1	3		12,380,443.
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	58,015,017.	
c	Add lines 4a and 4b	4c		58,015,017.
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)	5		70,395,460.

**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, 2019, AND 2018, 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 - 2015-2018

STATE - 2014-2018

PART XI, LINE 2D - OTHER ADJUSTMENTS:

DONATED ADVERTISING	382,500.
REVENUE FROM AYSO SERVICES CORPORATION, A SEPARATE RELATED ENTITY	1,329,753.
REVENUE FROM AYSO ADULT SOCCER CORPORATION, A SEPARATE RELATED ENTITY	161,043.
TOTAL TO SCHEDULE D, PART XI, LINE 2D	1,873,296.

PART XI, LINE 4B - OTHER ADJUSTMENTS:

REVENUE FROM AYSO REGIONS NOT INCLUDED IN AUDITED FINANCIALS	65,443,880.
--	-------------

PART XII, LINE 2D - OTHER ADJUSTMENTS:

DONATED ADVERTISING	382,500.
EXEPENSES FROM AYSO SERVICES CORPORATION, A SEPARATE	

Part XIII Supplemental Information (continued)

RELATED ENTITY 1,259,667.

EXPENSES FROM AYSO ADULT SOCCER CORPORATION, A SEPARATE

RELATED ENTITY 93,146.

TOTAL TO SCHEDULE D, PART XII, LINE 2D 1,735,313.

PART XII, LINE 4B - OTHER ADJUSTMENTS:

EXPENSES FROM AYSO REGIONS NOT INCLUDED IN AUDITED

FINANCIALS 58,015,017.

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

**2018**

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 23.

▶ Attach to Form 990.

Open to Public Inspection

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

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**

**1a** 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"/> Housing allowance or residence for personal use   |
| <input type="checkbox"/> Travel for companions                     | <input type="checkbox"/> Payments for business use of personal residence   |
| <input type="checkbox"/> Tax indemnification and gross-up payments | <input type="checkbox"/> Health or social club dues or initiation fees     |
| <input type="checkbox"/> Discretionary spending account            | <input type="checkbox"/> Personal services (such as maid, chauffeur, chef) |

**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

**2** 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?

**3** 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 checked="" type="checkbox"/> Written employment contract                     |
| <input type="checkbox"/> Independent compensation consultant        | <input checked="" type="checkbox"/> Compensation survey or study                    |
| <input checked="" type="checkbox"/> Form 990 of other organizations | <input checked="" type="checkbox"/> Approval by the board or compensation committee |

**4** 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:

- a** Receive a severance payment or change-of-control payment?
- b** Participate in, or receive payment from, a supplemental nonqualified retirement plan?
- c** Participate in, or receive payment from, an equity-based compensation arrangement?
- 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 5-9.

**5** 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:

- a** The organization?
- b** Any related organization?
- If "Yes" on line 5a or 5b, describe in Part III.

**6** 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:

- a** The organization?
- b** Any related organization?
- If "Yes" on line 6a or 6b, describe in Part III.

**7** 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

**8** 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

**9** If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?

	Yes	No
1b		
2	X	
4a		X
4b		X
4c		X
5a		X
5b		X
6a		X
6b		X
7		X
8		X
9		

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

Schedule J (Form 990) 2018

**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 HOYER (UNTIL 6/30/2019) NATIONAL EXECUTIVE DIRECTOR	(i)	228,227.	0.	0.	7,050.	33,984.	269,261.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
(2) SCOTT GIMPLE (2/12/2019) DIRECTOR, FINANCE & ACCOUNTING	(i)	185,376.	0.	0.	4,604.	30,998.	220,978.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
(3) WILLIAM SNYDER DIRECTOR, PROGRAMS AND EDUCATION	(i)	150,570.	0.	0.	0.	27,209.	177,779.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							



**SCHEDULE M  
(Form 990)**

**Noncash Contributions**

OMB No. 1545-0047

**2018**

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 instructions and 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> )	X	32	84,825.	FAIR MARKET VALUE
26 Other ▶ ( <b>PINS AND MEDA</b> )	X	6	25,859.	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? .....		X
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? .....		X
32a Does the organization hire or use third parties or related organizations to solicit, process, or sell noncash contributions? .....		X
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) 2018



**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

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 A, LINE 4:

NOVEMBER 2018 BOARD MEETING - BYLAW 1.05 PILOT PROGRAMS REVISION: NATIONAL

OFFICE WILL CONTINUE TO REPORT NEW PROGRAMS TO THE BOARD TO KEEP THEM

APPRISED.

MARCH 2019 BOAR MEETING - BYLAW 6.02 NATIONAL PRESIDENT TERM - ORIGINAL

INTENT OF THE 3 YEAR NATIONAL PRESIDENTIAL TERM, VOTED ON BY THE NBOD IN

MARCH 2018, WAS THAT IT WAS TO BE VOTED ON BY THE EXECUTIVE MEMBERSHIP AT

THE NAGM. SINCE THE VOTE NEVER HAPPENED, THE BYLAW PERTAINING TO THE

PRESIDENTIAL TERM SHOULD BE REVERTED BACK TO THE ORIGINAL LANGUAGE.

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.

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

Schedule O (Form 990 or 990-EZ) (2018)

832211 10-10-18

Name of the organization

AMERICAN YOUTH SOCCER ORGANIZATION

Employer identification number  
95-6205398

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.

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)**

Department of the Treasury  
Internal Revenue Service

**Related Organizations and Unrelated Partnerships**

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 33, 34, 35b, 36, or 37.  
▶ 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 **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
AYSONDEMAND LLC - 81-1866289 19750 S. VERMONT AVE., STE 200 TORRANCE, CA 90502	ONLINE TRAINING	CALIFORNIA	55,830.	66,374.	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	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	AMATEUR 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) 2018



**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, excluded 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 managing 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 512(b)(13) controlled entity?	
								Yes	No
<b>AYSO SERVICES CORPORATION - 81-4235083</b> 19750 S. VERMONT AVE., STE 200 TORRANCE, CA 90503	SOCCER TRAINING	CA	AMERICAN YOUTH SOCCER ORGANIZATION	C CORP	70,086.	340,334.	100.00%		<input checked="" type="checkbox"/>

**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 Parts I-IV?

	Yes	No
a Receipt of (i) interest, (ii) annuities, (iii) royalties, or (iv) rent from a controlled entity		X
b Gift, grant, or capital contribution to related organization(s)	X	
c Gift, grant, or capital contribution from related organization(s)		X
d Loans or loan guarantees to or for related organization(s)		X
e Loans or loan guarantees by related organization(s)		X
f Dividends from related organization(s)		X
g Sale of assets to related organization(s)		X
h Purchase of assets from related organization(s)		X
i Exchange of assets with related organization(s)		X
j Lease of facilities, equipment, or other assets to related organization(s)		X
k Lease of facilities, equipment, or other assets from related organization(s)		X
l Performance of services or membership or fundraising solicitations for related organization(s)	X	
m Performance of services or membership or fundraising solicitations by related organization(s)		X
n Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)	X	
o Sharing of paid employees with related organization(s)	X	
p Reimbursement paid to related organization(s) for expenses	X	
q Reimbursement paid by related organization(s) for expenses		X
r Other transfer of cash or property to related organization(s)		X
s 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-e)	(c) Amount involved	(d) Method of determining amount involved
(1) <b>AYSO SERVICES CORPORATION</b>	P	61,898	ACTUAL COST
(2)			
(3)			
(4)			
(5)			
(6)			



**Part VII** Supplemental Information.

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

Lined area for supplemental information.

EXTENDED TO JULY 15, 2020

Form 990-T

Exempt Organization Business Income Tax Return (and proxy tax under section 6033(e))

OMB No. 1545-0047

For calendar year 2018 or other tax year beginning JUL 1, 2018 and ending JUN 30, 2019

2018

Department of the Treasury Internal Revenue Service

Go to www.irs.gov/Form990T for instructions and the latest information.

Do not enter SSN numbers on this form as it may be made public if your organization is a 501(c)(3).

Open to Public Inspection of 501(c)(3) Organizations Only

Form header section containing: A Check box if address changed; B Exempt under section 501(c)(3); C Book value of all assets at end of year 78,415,591; D Employer identification number 95-6205398; E Unrelated business activity code 541800; F Group exemption number; G Check organization type 501(c) corporation.

Section H: Enter the number of the organization's unrelated trades or businesses. 1. Describe the only (or first) unrelated trade or business here: ADVERTISING.

Section I: During the tax year, was the corporation a subsidiary in an affiliated group or a parent-subsidiary controlled group? No.

Section J: The books are in care of ANNETTE NASTRI. Telephone number (424) 221-7910.

Table with 4 columns: Part I Unrelated Trade or Business Income, (A) Income, (B) Expenses, (C) Net. Rows 1-13 showing advertising income of 585,003 and expenses of 636,992, resulting in a net of -51,989.

Table with 4 columns: Part II Deductions Not Taken Elsewhere, (A) Income, (B) Expenses, (C) Net. Rows 14-32 showing various deductions totaling 0, resulting in an unrelated business taxable income of -51,989.

Part III Total Unrelated Business Taxable Income		
33	Total of unrelated business taxable income computed from all unrelated trades or businesses (see instructions)	33 -51,989.
34	Amounts paid for disallowed fringes	34
35	Deduction for net operating loss arising in tax years beginning before January 1, 2018 (see instructions)	35
36	Total of unrelated business taxable income before specific deduction. Subtract line 35 from the sum of lines 33 and 34	36 -51,989.
37	Specific deduction (Generally \$1,000, but see line 37 instructions for exceptions)	37 1,000.
38	Unrelated business taxable income. Subtract line 37 from line 36. If line 37 is greater than line 36, enter the smaller of zero or line 36	38 -51,989.

Part IV Tax Computation		
39	Organizations Taxable as Corporations. Multiply line 38 by 21% (0.21)	39 0.
40	Trusts Taxable at Trust Rates. See instructions for tax computation. Income tax on the amount on line 38 from: <input type="checkbox"/> Tax rate schedule or <input type="checkbox"/> Schedule D (Form 1041)	40
41	Proxy tax. See instructions	41
42	Alternative minimum tax (trusts only)	42
43	Tax on Noncompliant Facility Income. See instructions	43
44	Total. Add lines 41, 42, and 43 to line 39 or 40, whichever applies	44 0.

Part V Tax and Payments		
45a	Foreign tax credit (corporations attach Form 1118; trusts attach Form 1116)	45a
b	Other credits (see instructions)	45b
c	General business credit. Attach Form 3800	45c
d	Credit for prior year minimum tax (attach Form 8801 or 8827)	45d
e	Total credits. Add lines 45a through 45d	45e
46	Subtract line 45e from line 44	46 0.
47	Other taxes. Check if from: <input type="checkbox"/> Form 4255 <input type="checkbox"/> Form 8811 <input type="checkbox"/> Form 8697 <input type="checkbox"/> Form 8866 <input type="checkbox"/> Other (attach schedule)	47
48	Total tax. Add lines 46 and 47 (see instructions)	48 0.
49	2018 net 965 tax liability paid from Form 965-A or Form 965-B, Part II, column (k), line 2	49 0.
50a	Payments: A 2017 overpayment credited to 2018	50a 15,725.
b	2018 estimated tax payments	50b 28,275.
c	Tax deposited with Form 8868	50c 12,000.
d	Foreign organizations: Tax paid or withheld at source (see instructions)	50d
e	Backup withholding (see instructions)	50e
f	Credit for small employer health insurance premiums (attach Form 8941)	50f
g	Other credits, adjustments, and payments: <input type="checkbox"/> Form 2439 <input type="checkbox"/> Form 4136 <input type="checkbox"/> Other Total	50g
51	Total payments. Add lines 50a through 50g	51 56,000.
52	Estimated tax penalty (see instructions). Check if Form 2220 is attached <input type="checkbox"/>	52
53	Tax due. If line 51 is less than the total of lines 48, 49, and 52, enter amount owed	53
54	Overpayment. If line 51 is larger than the total of lines 48, 49, and 52, enter amount overpaid	54 56,000.
55	Enter the amount of line 54 you want Credited to 2019 estimated tax	55 5,000. Refunded

Part VI Statements Regarding Certain Activities and Other Information (see instructions)		
56	At any time during the 2018 calendar year, did the organization have an interest in or a signature or other authority over a financial account (bank, securities, or other) in a foreign country? If "Yes," the organization may have to file FinCEN Form 114, Report of Foreign Bank and Financial Accounts. If "Yes," enter the name of the foreign country here	Yes No X
57	During the tax year, did the organization receive a distribution from, or was it the grantor of, or transferor to, a foreign trust? If "Yes," see instructions for other forms the organization may have to file.	X
58	Enter the amount of tax-exempt interest received or accrued during the tax year	\$

Under penalties of perjury, I declare that I prepared 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.

**Sign Here**  
 Signature of officer: [Signature] Date: 07/14/20  
 Title: **NATIONAL EXECUTIVE DIRECTOR**

May the IRS discuss this return with the preparer shown below (see instructions)?  Yes  No

**Paid Preparer Use Only**  
 Print/Type preparer's name: **NAZANIN BENYAMINI** Preparer's signature: [Signature] Date: 07/14/20  
 Check self-employed  PTIN: **P00666808**  
 Firm's name: **SINGERLEWAK LLP** Firm's EIN: **95-2302617**  
 Firm's address: **10960 WILSHIRE BOULEVARD, 7TH FLOOR**  
**LOS ANGELES, CA 90024-3783** Phone no. **(310) 477-3924**

**Schedule A - Cost of Goods Sold.** Enter method of inventory valuation **N/A**

1 Inventory at beginning of year	1		6 Inventory at end of year	6	
2 Purchases	2		7 Cost of goods sold. Subtract line 6 from line 5. Enter here and in Part I, line 2	7	
3 Cost of labor	3				
4a Additional section 263A costs (attach schedule)	4a				
b Other costs (attach schedule)	4b		8 Do the rules of section 263A (with respect to property produced or acquired for resale) apply to the organization?		Yes No
5 Total. Add lines 1 through 4b	5				

**Schedule C - Rent Income (From Real Property and Personal Property Leased With Real Property)**  
(see instructions)

1. Description of property

(1)
(2)
(3)
(4)

2. Rent received or accrued

(a) From personal property (if the percentage of rent for personal property is more than 10% but not more than 50%)	(b) From real and personal property (if the percentage of rent for personal property exceeds 60% or if the rent is based on profit or income)	3(a) Deductions directly connected with the income in columns 2(a) and 2(b) (attach schedule)
(1)		
(2)		
(3)		
(4)		
Total	0.	Total 0.

(c) Total income. Add totals of columns 2(a) and 2(b). Enter here and on page 1, Part I, line 6, column (A) **0.**  
 (b) Total deductions. Enter here and on page 1, Part I, line 6, column (B) **0.**

**Schedule E - Unrelated Debt-Financed Income** (see instructions)

1. Description of debt-financed property	2. Gross income from or allocable to debt-financed property	3. Deductions directly connected with or allocable to debt-financed property		
		(a) Straight line depreciation (attach schedule)	(b) Other deductions (attach schedule)	
(1)				
(2)				
(3)				
(4)				
4. Amount of average acquisition debt on or allocable to debt-financed property (attach schedule)	5. Average adjusted basis of or allocable to debt-financed property (attach schedule)	6. Column 4 divided by column 5	7. Gross income reportable (column 2 x column 6)	8. Allocable deductions (column 8 x total of columns 3(a) and 3(b))
(1)		%		
(2)		%		
(3)		%		
(4)		%		
Totals			Enter here and on page 1, Part I, line 7, column (A). <b>0.</b>	Enter here and on page 1, Part I, line 7, column (B). <b>0.</b>
Total dividends-received deductions included in column 8			<b>0.</b>	<b>0.</b>

**Schedule F - Interest, Annuities, Royalties, and Rents From Controlled Organizations** (see instructions)

1. Name of controlled organization	2. Employer identification number	Exempt Controlled Organizations			
		3. Net unrelated income (loss) (see instructions)	4. Total of specified payments made	5. Part of column 4 that is included in the controlling organization's gross income	6. Deductions directly connected with income in column 5
(1)					
(2)					
(3)					
(4)					

**Nonexempt Controlled Organizations**

7. Taxable income	8. Net unrelated income (loss) (see instructions)	9. Total of specified payments made	10. Part of column 9 that is included in the controlling organization's gross income	11. Deductions directly connected with income in column 10
(1)				
(2)				
(3)				
(4)				

			Add columns 5 and 10. Enter here and on page 1, Part I, line 8, column (A).	Add columns 6 and 11. Enter here and on page 1, Part I, line 6, column (B).
<b>Totals</b> .....			<b>0.</b>	<b>0.</b>

**Schedule G - Investment Income of a Section 501(c)(7), (9), or (17) Organization** (see instructions)

1. Description of income	2. Amount of income	3. Deductions directly connected (attach schedule)	4. Set-asides (attach schedule)	5. Total deductions and set-asides (col. 3 plus col. 4)
(1)				
(2)				
(3)				
(4)				

		Enter here and on page 1, Part I, line 9, column (A).		Enter here and on page 1, Part I, line 9, column (B).
<b>Totals</b> .....		<b>0.</b>		<b>0.</b>

**Schedule I - Exploited Exempt Activity Income, Other Than Advertising Income** (see instructions)

1. Description of exploited activity	2. Gross unrelated business income from trade or business	3. Expenses directly connected with production of unrelated business income	4. Net income (loss) from unrelated trade or business (column 2 minus column 3). If a gain, compute cols. 5 through 7.	5. Gross income from activity that is not unrelated business income	6. Expenses attributable to column 5	7. Excess exempt expenses (column 6 minus column 5, but not more than column 4).
(1)						
(2)						
(3)						
(4)						

		Enter here and on page 1, Part I, line 10, col. (A).	Enter here and on page 1, Part I, line 10, col. (B).		Enter here and on page 1, Part II, line 28.
<b>Totals</b> .....		<b>0.</b>	<b>0.</b>		<b>0.</b>

**Schedule J - Advertising Income** (see instructions)

**Part I Income From Periodicals Reported on a Consolidated Basis**

1. Name of periodical	2. Gross advertising income	3. Direct advertising costs	4. Advertising gain or (loss) (col. 2 minus col. 3). If a gain, compute cols. 5 through 7.	5. Circulation income	6. Readership costs	7. Excess readership costs (column 6 minus column 5, but not more than column 4).
(1) <b>PLAYSOCCER</b>	229,065.	106,569.				
(2) <b>DIGITAL MEDIA</b>	355,938.	530,423.				
(3)						
(4)						

<b>Totals</b> (carry to Part II, line (5)) .....		<b>585,003.</b>	<b>636,992.</b>	<b>-51,989.</b>		<b>0.</b>
--	--	-----------------	-----------------	-----------------	--	-----------



**Part II** **Income From Periodicals Reported on a Separate Basis** (For each periodical listed in Part II, fill in columns 2 through 7 on a line-by-line basis.)

1. Name of periodical	2. Gross advertising income	3. Direct advertising costs	4. Advertising gain or (loss) (col. 2 minus col. 3). If a gain, compute cols. 5 through 7.	5. Circulation income	6. Readership costs	7. Excess readership costs (column 6 minus column 5, but not more than column 4).
(1)						
(2)						
(3)						
(4)						
<b>Totals from Part I</b> .....	<b>585,003.</b>	<b>636,992.</b>				<b>0.</b>
<b>Totals, Part II (lines 1-5)</b> .....	<b>585,003.</b>	<b>636,992.</b>				<b>0.</b>

**Schedule K - Compensation of Officers, Directors, and Trustees** (see instructions)

1. Name	2. Title	3. Percent of time devoted to business	4. Compensation attributable to unrelated business
(1)		%	
(2)		%	
(3)		%	
(4)		%	
<b>Total. Enter here and on page 1, Part II, line 14</b> .....			<b>0.</b>

Form 990-T (2018)

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

OMB No. 1545-1709

Department of the Treasury  
Internal Revenue Service

▶ 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.

<b>Type or print</b>	Name of exempt organization or other filer, see instructions. <b>AMERICAN YOUTH SOCCER ORGANIZATION</b>	<b>Enter filer's identifying number</b> Employer identification number (EIN) or <b>95-6205398</b>
<small>File by the due date for filing your return. See instructions.</small>	Number, street, and room or suite no. If a P.O. box, see instructions. <b>C/O 10960 WILSHIRE BLVD., STE 700</b>	Social security number (SSN)
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. <b>LOS ANGELES, CA 90024</b>	

Enter the Return Code for the return that this application is for (file a separate application for each return) ..... **0 1**

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 (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

**ANNETTE NASTRI**

• The books are in the care of ▶ **19750 S VERMONT AVE NO 200 - TORRANCE, CA 90502**

Telephone No. ▶ **(424) 221-7910**

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 **MAY 15, 2020**, to file the exempt organization return for the organization named above. The extension is for the organization's return for:

▶  calendar year \_\_\_\_\_ or

▶  tax year beginning **JUL 1, 2018**, and ending **JUN 30, 2019**.

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

3a 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.	3a	\$	0.
3b 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.	3b	\$	0.
3c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	\$	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.

LHA For Privacy Act and Paperwork Reduction Act Notice, see instructions.

Form **8868** (Rev. 1-2019)

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

OMB No. 1545-1709

Department of the Treasury  
Internal Revenue Service

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**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.

Type or print  File by the due date for filing your return. See instructions.	Name of exempt organization or other filer, see instructions. <b>AMERICAN YOUTH SOCCER ORGANIZATION</b>	Enter filer's identifying number Employer identification number (EIN) or <b>95-6205398</b>	
	Number, street, and room or suite no. If a P.O. box, see instructions. <b>C/O 10960 WILSHIRE BLVD., STE 700</b>	Social security number (SSN)	
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. <b>LOS ANGELES, CA 90024</b>		

Enter the Return Code for the return that this application is for (file a separate application for each return) **07**

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 (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

**ANNETTE NASTRI**

- The books are in the care of ▶ **19750 S VERMONT AVE NO 200 - TORRANCE, CA 90502**  
Telephone No. ▶ **(424) 221-7910** 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 **MAY 15, 2020**, to file the exempt organization return for the organization named above. The extension is for the organization's return for:  
▶  calendar year \_\_\_\_\_ or  
▶  tax year beginning **JUL 1, 2018**, and ending **JUN 30, 2019**

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

3a 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.	3a	\$	<b>56,000.</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.	3b	\$	<b>44,000.</b>
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	\$	<b>12,000.</b>

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.

LHA For Privacy Act and Paperwork Reduction Act Notice, see instructions.

Form 8868 (Rev. 1-2019)





# 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

Accredited By:



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AYSO National Office  
13750 South Vermont Avenue, Suite 200  
Torrance, CA 90502  
600-872-2976

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# AYSO Standard Regional Policies and Protocols

## Article One: Introduction and Purpose

---

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).

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## 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.)

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## 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.)

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## 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, 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.)



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## Article Seven: Program Vision and Administration

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### 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

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**

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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).

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## 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:  
 No player plays a full game until all players play three-fourths.

**Additional Addendum Items**

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

<b>Section</b>	<b>Area</b>	<b>Region</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Date Signed by RC</b>	<b>Regional Commissioner Name</b>	<b>Regional Commissioner Signature</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

<b>Approved by:</b>		
<b>Date Signed by AD</b>	<b>Area Director Name</b>	<b>Area Director Signature</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

<b>Date Signed by SD</b>	<b>Section Director Name</b>	<b>Section Director Signature</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

<b>Received by:</b>		
<b>Date Sent to National Office</b>	<b>National Office</b>	<b>Received By/Team/Date</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

**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 at 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 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		

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		

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

**NAME OF ORGANIZATION:** CAMARILLO GIRLS SOFTBALL ASSOCIATION

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>JOSH HANSEN</u>	<u>1461 LA CUREIRA CIR CAM CA 93012</u>	<u>805 479 6392</u>
Vice President	<u>DANIEL CARNER</u>	<u>5335 MARLEVIEW CIR CAM CA 93012</u>	<u>805 603 0346</u>
Treasurer	<u>ORFIO WASSERMAN</u>		<u>805 500 6464</u>
Secretary	<u>HEAVEN SILVEIRA</u>		<u>805 910 9193</u>

Number of participants last year: Primary Season: 232 Secondary Season: -  
 Projected number of participants in upcoming year: Primary Season: 300 Secondary Season: -

What day and time are Board Meetings held? Day: TUESDAYS Time: 7 PM  
 Address where Board Meetings are held? 4001 MISSION OAKS BLVD # 2000M  
 Are Board Members elected or appointed? Elected: X Appointed: \_\_\_\_\_  
 When are new Board Members elected? Month: APRIL  
 When are new Board Members installed? Month: SEPTEMBER 1

**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:  
WE ADAPTED FOR COVID AND MADE THE 2021 SEASON HAPPEN  
ALL STARS WAS ALSO DIFFERENT WITH BEING LIMITED TO ONE  
GAME PER DAY, SO WE EXPANDED OUR TOURNNEY TO RUN  
FROM WED-SUN. WE ARE EXPECTED TO GET BACK TO NORMAL  
STARTING IN FALL BALL - FNL / @

Please provide any comments for the PVRPD Board of Directors:  
A BIG THANKS TO PARK REC AND THE CITY FOR ALLOWING  
US TO GET THESE GIRLS BACK OUT ON THE FIELDS. THESE  
KIDS NEEDED TO GET PLAYING WITH COVIDS LOCKDOWN.

**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@pvrpd.org](mailto:ldbinney@pvrpd.org)**

**Phone: (805) 482-1996**

Submitted By: JOSH HANSEN

Signature: 



CAMARILLO GIRLS SOFTBALL ASSOCIATIO

1605 BURNLEY STREET  
CAMARILLO, CA 93010

EIN: 77-0290627  
Phone: (1) 805-388-1157 (2) 805-388-1157

Income Information

Total Income	\$141,074	Federal:	State:	CA
Total Deduct:	\$137,095	Computed Tax:	\$0	\$10
Ord. Income:	\$0	Tax Withheld:	\$0	\$0
Payments/Credits:	\$0	Est. Tax Paid:	\$0	\$0
		Refund (Due):	\$0	(\$10)

Return Information

Package:990  
Created:05/10 19:26  
Last Edited:09/17 12:58  
Printed:09/17 13:04  
Stage:  
User name:DATANON  
Prep ID:DMG  
Prep Fees:\$0.00  
File Name:8X770290.627  
ACCT:

E-File Information

EFile Status:Agency Accepted  
Refund Status:  
Created:09/17 12:58  
Batched:09/17 13:00  
Sent to UTS:09/17 13:04  
Sent to IRS:

States Information

State Created	Sent to UTS	Sent to State Accepted	Rejected	E-File Id
CA				

Additional States Information

State Is MeF Is EFC Reject  
CA

Reject Information

Reject Date:05/14 21:49 Reject Code:SB-F990-012-01

531) The following reject messages exist for the US return:

SB-F990-012-01 - If Schedule B (Form 990, 990-EZ, or 990-PF), checkbox for "General Rule" is checked or "Special Rules" first checkbox '...met 1/3 support test' is checked or "Special Rules" second checkbox '...received total contributions of more than 1,000' is checked, then one or more entries in Part I "Contributors" ("ContributorInfo") must be provided.

530) No reject messages exist for the CA return.





For calendar year 2018 or tax year beginning Sep 01, 2019 and ending Aug 31, 2020

Name: CAMARILLO GIRLS SOFTBALL ASSOCIATIO EIN: 77-0290627  
Name line 2: \_\_\_\_\_  
Address: 5235 MISSION OAKS BLVD NO 575 Telephone No: 805-388-1157  
City, State, and Zip Code: CAMARILLO CA 93012-

Email address ..... \_\_\_\_\_  
Web site address ..... \_\_\_\_\_  
Fiduciary name, if applicable ..... \_\_\_\_\_  
Name of officer signing return ..... JOSH HANSEN  
Title of officer/trustee/fiduciary signing return ..... PRESIDENT  
Group exemption number ..... \_\_\_\_\_  
Check if exemption application is pending .....   
Accounting method ..... Cash:  Accrual:  Other:  Specify: \_\_\_\_\_  
List states desired ..... CA

Type of exempt organization:

- Organization exempt under section 501(c), 527 or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation) (Form 990)
- Organization exempt under section 501(c), 527 or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation) with gross receipts less than \$200,000 and total assets less than \$500,000 at the end of the year (Form 990-EZ)
- Private foundation or section 4947(a)(1) nonexempt charitable trust treated as a private foundation (Form 990-PF)
- Exempt organization with unrelated business income (Form 990-T)

Preparer ID: DMG  
Preparer name: DARREN M GOODWIN  
Firm's name: PAT GOODWINS BKKPING & TAX SVC  
Address: 12065 HEACOCK ST  
City, State, ZIP Code: MORENO VALLEY CA 92557

Time in this return: 1013 minutes  
Date: 10/27/2020  
PTIN: P00462800  
Self-employed:   
Firm's EIN: 95-0063326  
Phone: 951-247-2315

## Short Form Return of Organization Exempt From Income Tax

# 2019

**Open to Public Inspection**

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

- ▶ 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.

Department of the Treasury  
Internal Revenue Service

**A** For the 2019 calendar year, or tax year beginning Sep 01, 2019, and ending Aug 31, 2020

<b>B</b> Check if applicable: <input checked="" 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	<b>C</b> Name of organization CAMARILLO GIRLS SOFTBALL ASSOCIATIO Number and street (or P.O. box if mail is not delivered to street address) Room/suite 5235 MISSION OAKS BLVD NO 575 City or town State ZIP code CAMARILLO CA 93012- Foreign country name Foreign province/state/county Foreign postal code	<b>D</b> Employer identification number 77-0290627 <b>E</b> Telephone number 805-388-1157 <b>F</b> Group Exemption Number ▶
---	--	---

**G** Accounting Method:  Cash  Accrual Other (specify) ▶ \_\_\_\_\_

**I** Website: ▶ \_\_\_\_\_

**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 . . . . . ▶ \$ 73,587.

**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 . . . . .

	Description	Line	Amount
<b>Revenue</b>	1 Contributions, gifts, grants, and similar amounts received . . . . .	1	
	2 Program service revenue including government fees and contracts . . . . .	2	1,656.
	3 Membership dues and assessments . . . . .	3	71,931.
	4 Investment income . . . . .	4	
	5a Gross amount from sale of assets other than inventory . . . . .	5a	
	b Less: cost or other basis and sales expenses . . . . .	5b	
	c Gain or (loss) from sale of assets other than inventory (subtract line 5b from line 5a) . . . . .	5c	
	6 Gaming and fundraising events:		
	a Gross income from gaming (attach Schedule G if greater than \$15,000) . . . . .	6a	
	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) . . . . .	6b	
c Less: direct expenses from gaming and fundraising events . . . . .	6c		
d Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c) . . . . .	6d		
7a Gross sales of inventory, less returns and allowances . . . . .	7a		
b Less: cost of goods sold . . . . .	7b		
c Gross profit or (loss) from sales of inventory (subtract line 7b from line 7a) . . . . .	7c		
8 Other revenue (describe in Schedule O) . . . . .	8		
9 <b>Total revenue.</b> Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8 . . . . . ▶	9	73,587.	
<b>Expenses</b>	10 Grants and similar amounts paid (list in Schedule O) . . . . .	10	
	11 Benefits paid to or for members . . . . .	11	
	12 Salaries, other compensation, and employee benefits . . . . .	12	
	13 Professional fees and other payments to independent contractors . . . . .	13	2,743.
	14 Occupancy, rent, utilities, and maintenance . . . . .	14	10,046.
	15 Printing, publications, postage, and shipping . . . . .	15	
	16 Other expenses (describe in Schedule O) . . . . .	16	46,120.
17 <b>Total expenses.</b> Add lines 10 through 16 . . . . . ▶	17	58,909.	
<b>Net Assets</b>	18 Excess or (deficit) for the year (subtract line 17 from line 9) . . . . .	18	14,678.
	19 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) . . . . .	19	95,155.
	20 Other changes in net assets or fund balances (explain in Schedule O) . . . . .	20	
	21 <b>Net assets or fund balances at end of year.</b> Combine lines 18 through 20 . . . . . ▶	21	109,833.

For Paperwork Reduction Act Notice, see the separate instructions.

**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

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments . . . . .	95,155.	22 109,833.
23 Land and buildings . . . . .		23
24 Other assets (describe in Schedule O) . . . . .		24
25 Total assets . . . . .	95,155.	25 109,833.
26 Total liabilities (describe in Schedule O) . . . . .		26
27 Net assets or fund balances (line 27 of column (B) must agree with line 21) . . . . .	95,155.	27 109,833.

**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

What is the organization's primary exempt purpose? SEE STATEMENT 2  
 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.)

28 THROUGH SOFTBALL GAMES TO INSTILL THE YOUTH OF THIS COMMUNITY WITH GOOD SPORTSMANSHIP, HONESTY AND LOYALTY GOOD AND ETHICAL ADULTS (Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	28a	58,909.
29 (Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	29a	
30 (Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	30a	
31 Other program services (describe in Schedule O) . . . . . (Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	31a	
32 Total program service expenses. (add lines 28a through 31a) . . . . .	32	58,909.

**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

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC) (if not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
JOSH HANSEN PRESIDENT	Hr/WK 20		0	
DANIEL CARVER VICE PRES	Hr/WK 20		0	
GREG WASSERMAN TREASURER	Hr/WK 20		0	
HEAVEN SILVEIRA SECRETARY	Hr/WK 20		0	
	Hr/WK			
	Hr/WK			
	Hr/WK			
	Hr/WK			
	Hr/WK			
	Hr/WK			
	Hr/WK			
	Hr/WK			
	Hr/WK			
	Hr/WK			
	Hr/WK			

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V.

		Yes	No
33	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
34	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
35 a	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	If "Yes" to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O. . . . .		
c	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. . . . .		
36	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
37 a	Enter amount of political expenditures, direct or indirect, as described in the instructions. ▶ <b>37a</b> 0		
b	Did the organization file Form 1120-POL for this year? . . . . .		
38 a	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	If "Yes," complete Schedule L, Part II and enter the total amount involved. . . . . <b>38b</b>		
39	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on line 9. . . . . <b>39a</b>		
b	Gross receipts, included on line 9, for public use of club facilities. . . . . <b>39b</b>		
40 a	Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ ; section 4912 ▶ ; section 4955 ▶		
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
c	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. . . . . ▶		
d	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization. . . . . ▶		
e	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
41	List the states with which a copy of this return is filed. ▶		
42 a	The organization's books are in care of ▶ JOSH HANSEN Telephone no. ▶ 805-388-1157 Located at ▶ 5235 MISSION city CAMARILLO ST CA ZIP + 4 ▶ 93012-		
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)? 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).	Yes	No
			X
c	At any time during the calendar year, did the organization maintain an office outside the United States? . . . . . If "Yes," enter the name of the foreign country ▶		X
43	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041—Check here . . . . . ▶ <input type="checkbox"/> and enter the amount of tax-exempt interest received or accrued during the tax year . . . . . ▶ 43		
44 a	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	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
c	Did the organization receive any payments for indoor tanning services during the year? . . . . .		X
d	If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O. . . . .		
45 a	Did the organization have a controlled entity within the meaning of section 512(b)(13)? . . . . .		X
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. . . . . 48 X
49 a Did the organization make any transfers to an exempt non-charitable related organization? . . . . . 49a X
b If "Yes," was the related organization a section 527 organization? . . . . . 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."

Table with 5 columns: (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. All entries are 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."

Table with 3 columns: (a) Name and business address of each independent contractor, (b) Type of service, (c) Compensation. All entries are 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. . . . . X Yes No

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 JOSH HANSEN Date 10/27/2020 Type or print name and title PRESIDENT

Paid Preparer Use Only Print/Type preparer's name DARREN M GOODWIN Preparer's signature Date 10/27/2020 Check self-employed if PTIN P00462800 Firm's name PAT GOODWINS BKKPING & TAX SVC Firm's EIN 95-0063326 Firm's address 12065 HEACOCK ST MORENO VALLEY CA 92557 Phone no. 951-247-2315

May the IRS discuss this return with the preparer shown above? See instructions. . . . . Yes X No

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

**Public Charity Status and Public Support**

OMB No. 1545-0047

**2019**

**Open to Public Inspection**

Department of the Treasury  
Internal Revenue Service

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.

Name of the organization

CAMARILLO GIRLS SOFTBALL ASSOCIATIO

Employer identification number

77-0290627

**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>						

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

Schedule A (Form 990 or 990-EZ) 2019

BICA

**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) 2015	(b) 2016	(c) 2017	(d) 2018	(e) 2019	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	42240.	44775.	43398.	45470.		175883.
<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 . . . . .	89903.	100742.	121032.	95604.		407281.
<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 Total.</b> Add lines 1 through 5 . . . . .	132143.	145517.	164430.	141074.		583164.
<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 Public support</b> (Subtract line 7c from line 6.) . . . . .						583164.

**Section B. Total Support**

Calendar year (or fiscal year beginning in)	(a) 2015	(b) 2016	(c) 2017	(d) 2018	(e) 2019	(f) Total
<b>9</b> Amounts from line 6 . . . . .	132143.	145517.	164430.	141074.		583164.
<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.) . . . . .	132143.	145517.	164430.	141074.		583164.
<b>14 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**

<b>15</b> Public support percentage for 2019 (line 8, column (f), divided by line 13, column (f)) . . . . .	<b>15</b>	100.00%
<b>16</b> Public support percentage from 2018 Schedule A, Part III, line 15 . . . . .	<b>16</b>	100.00%

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

<b>17</b> Investment income percentage for 2019 (line 10c, column (f), divided by line 13, column (f)) . . . . .	<b>17</b>	0.00%
<b>18</b> Investment income percentage from 2018 Schedule A, Part III, line 17 . . . . .	<b>18</b>	0.00%

- 19a 33 1/3% support tests—2019.** 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—2018.** 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 . . . . .

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

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

OMB No. 1545-0047

**2019**

Open to Public  
Inspection

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.

Department of the Treasury  
Internal Revenue Service

Name of the organization

CAMARILLO GIRLS SOFTBALL ASSOCIATIO

Employer identification number

77-0290627

CAMARILLO GIRLS SOFTBALL

EXPENSES RELATED TO THE DAILY OPERATIONS OF GIRLS SOFTBALL

IN CAMARILLO CALIFORNIA



# IRS e-file Signature Authorization for an Exempt Organization

Department of the Treasury  
Internal Revenue Service

For calendar year 2019, or fiscal year beginning Sep 01, 2019, and ending Aug 31, 2020

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▶ **Go to [www.irs.gov/Form8879EO](http://www.irs.gov/Form8879EO) for the latest information.**

# 2019

Name of exempt organization <b>CAMARILLO GIRLS SOFTBALL ASSOCIATIO</b>		Employer identification number <b>77-0290627</b>
Name and title of officer <b>JOSH HANSEN</b>		<b>PRESIDENT</b>

**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.**

1a Form 990 check here ▶ <input type="checkbox"/>	b Total revenue, if any (Form 990, Part VIII, column (A), line 12) . . .	1b	
2a Form 990-EZ check here ▶ <input checked="" type="checkbox"/>	b Total revenue, if any (Form 990-EZ, line 9) . . . . .	2b	73,587
3a Form 1120-POL check here ▶ <input type="checkbox"/>	b Total tax (Form 1120-POL, line 22). . . . .	3b	
4a Form 990-PF check here ▶ <input type="checkbox"/>	b Tax based on investment income (Form 990-PF, Part VI, line 5)	4b	
5a Form 8868 check here ▶ <input type="checkbox"/>	b Balance Due (Form 8868, line 3c) . . . . .	5b	

**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 2019 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 PAT GOODWINS TAX SERVICE to enter my PIN 90627 as my signature  
ERO firm name Enter five numbers, but do not enter all zeros

on the organization's tax year 2019 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 2019 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 ▶ 10/27/2020

**Part III Certification and Authentication**

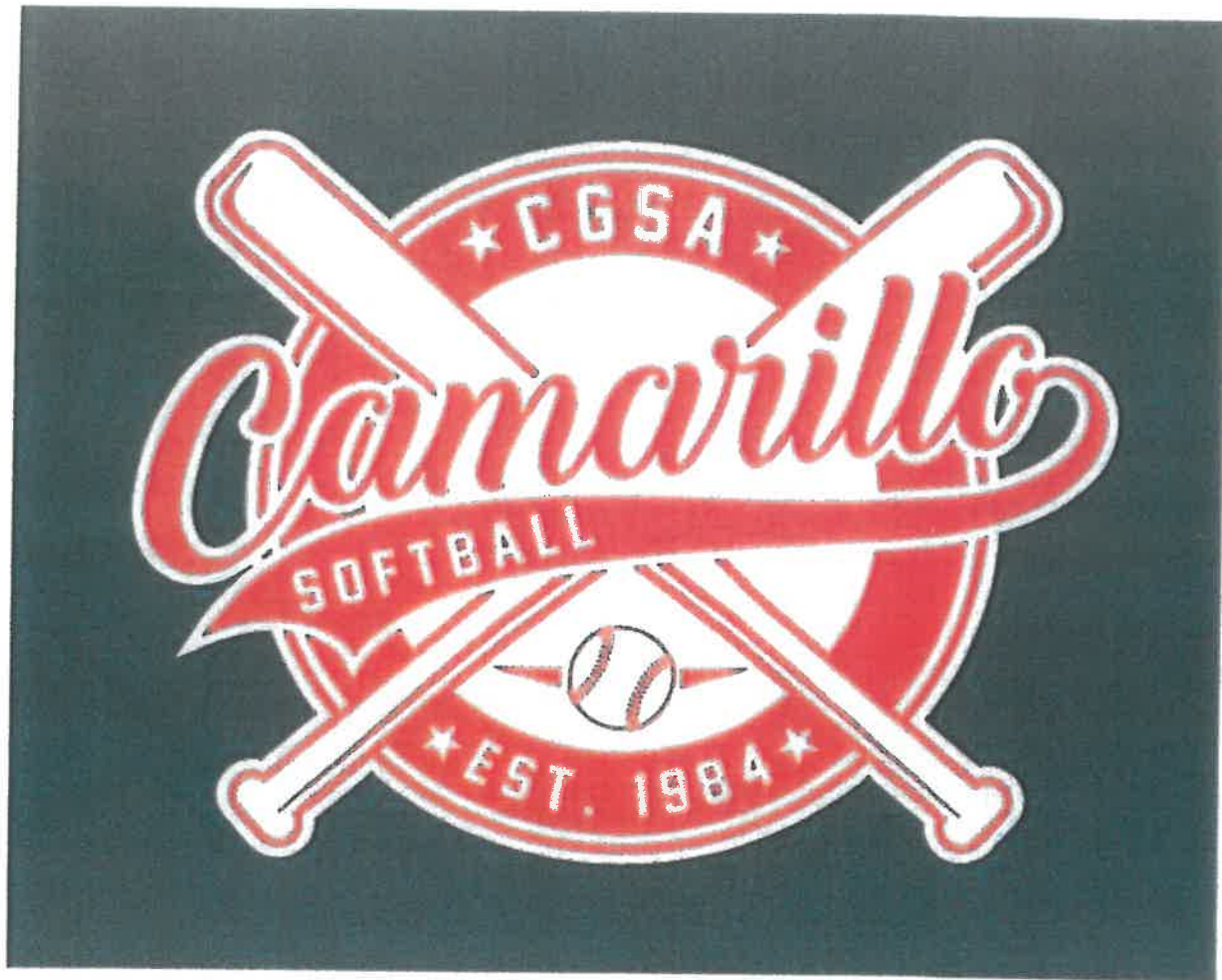
**ERO's EFIN/PIN.** Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN. 33152731336  
do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2019 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 ▶ \_\_\_\_\_ Date ▶ 05/12/2021

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





**Camarillo Girls Softball Association**

**2020-2021 By Laws**

**Board Approved – January 2021**

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# 1. 2020-2021 CGSA By Laws

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## 1.1. Name

### *1.1.1. Self*

The name of this organization shall be the Camarillo Girls Softball Association, hereinafter referred to as the CGSA, a volunteer, non-profit service organization as licensed by the State of California.

### *1.1.2. Outside Organizations*

The conditions and stipulations required for the outside organization status of the CGSA are that it be a volunteer, non-profit organization licensed by the State of California and that it meet the requirements of the Bylaws, rules and regulations of the CGSA.

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## 1.2. Objective

### *1.2.1. Primary*

The primary objective of the CGSA shall be to implant firmly in the youth of the community the ideals of good sportsmanship, honesty, loyalty, courage, reverence, and softball so that they may be better, stronger, and happier youths who will develop into ethical, clean, healthy adults.

### **1.2.2. Means of Achievement**

The objective will be achieved by providing supervised softball programs. The attainment of exceptional skill or the winning of games shall be secondary to the prime goal of molding future ethical adults.

### **1.2.3. Conduct Required**

In consonance with the above stated objectives, it shall be the goal of all members of this organization to conduct themselves in an exemplary manner:

1. Umpires shall be guided by the Umpires Code of Ethics.
2. Players shall be guided by the Players Code of Conduct.
3. All members of CGSA shall be guided by these Bylaws, and most importantly, common sense in conducting themselves in such a manner as to bring credit upon themselves as well as to the program. Emotional conduct (clapping, yelling, etc.) which praises good plays or demonstrates positive attitudes is encouraged, whereas conduct which stresses negative attitudes is unacceptable and should be corrected immediately. Examples of the latter are:
  - a. Publicly finding fault with umpires, managers, or any other individual who is attempting, to the best of his or her ability to make this program effective. Constructive criticism is acceptable when submitted through the proper channels.
  - b. Harassing batters, pitchers or any other participant.
  - c. Instructing players to take any action that would be considered unethical or unsportsmanlike.
  - d. As a spectator, addressing players by name or position for the purpose of harassing or coaching said player.

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## **1.3. Boundaries**

### **1.3.1. Regular Season**

During regular season competition including playoffs, the boundaries of the CGSA shall be identical to the boundaries of the Pleasant Valley Recreation and Park District, hereinafter known as the PVR&PD.



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## **1.4. Membership**

### **1.4.1. Youth**

Any youth who lives within the CGSA boundaries as defined in Section 1.3 A shall be eligible to participate in regular season competition and shall participate in post-season tournament play so long as each youth meets the requirements set forth in the Bylaws.

### **1.4.2. Outside Organizations**

Any organization outside the boundaries of the CGSA as defined in Section 1.3 may participate in the CGSA program for the current year, provided that it receives approval from the CGSA Board of Directors, and abides by the Bylaws, rules and regulations of the CGSA.

### **1.4.3. Parents**

Parents or legal guardians of all youth participating in the CGSA program and residing within the boundaries of the CGSA as defined in Section 1.3 of this document shall be considered active and voting members of the general membership. The votes are limited to two (2) votes per family.

### **1.4.4. Other Adults**

Other adults who show sufficient interest to participate in the CGSA program may be members of the CGSA general membership if approved by the CGSA Board of Directors.

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## **1.5. Government**

### **1.5.1. Supervision**

The government of the CGSA shall be under the supervision of the Board of Directors.

### **1.5.2. Officers**

The Board of Directors shall consist of the following officers:

1. President
2. Vice President

3. Secretary
4. Treasurer
5. Director of Rules and Umpires
6. Director of Commissioners
7. Director of Players
8. Director of Equipment and Fields
9. Director of Uniforms
10. Director of Team Parents
11. Director of Tournaments and Scheduling
12. Director of Player Development
13. Director of Snack Bar

The following Committee Members may exist at the board's discretion:

1. Web Master
2. Legal Advisor
3. Accountant

### ***1.5.3. Officer Eligibility***

Any adult member of the CGSA in good standing shall be eligible to hold office on the Board of Directors.

### ***1.5.4. Nomination of Board Members***

Candidates of nomination may be submitted by current Board Members and/or general membership to the Board of Directors prior to the general meeting held in the second quarter of each calendar year.

### ***1.5.5. Officer Election and Term***

The Board of Directors for the coming year shall be elected by a majority vote on the last day of the regular season and shall take office on the first day of September. They will work with the existing Board until the end of August to ensure a smooth transition. Candidates shall be elected to a specific office on the Board for a one-year term. In case no candidate gets a majority of the votes cast, a runoff shall be held between the two candidates receiving the highest number of votes.

### ***1.5.6. Outside Organization's Officer***

In matters of common interest of the CGSA and its outside organizations, the Board of Directors shall consist of those officers identified in Section 1.5.2 and representatives

from the outside organizations. The number of the representatives from the outside organizations shall be determined by the CGSA Board of Directors identified in Section 1.5.2 to be proportionate to the outside organization's youth participation in the CGSA program the previous year. Matters of common interest are identified in Section 1.1 of the Bylaws.

#### ***1.5.7. Officer Limitations***

Board members may manage or coach, however, when a Board member does manage or coach, he or she may not participate or vote on matters before the Board pertaining to the division in which he or she is managing or coaching. No exceptions to this rule will be allowed, except the President breaking a tie.

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## **1.6. Duties of The Board of Directors**

### ***1.6.1. General***

The Board of Directors shall enter into the performance of its duties on the first of September and each member shall continue in office until his or her successor has been duly elected and seated. The Board of Directors shall have the power to appoint such committees, as it deems necessary and to delegate such power to these committees as the Board shall deem advisable. The standing committees shall be under the general supervision of the Vice-President. The Board shall have the power, by a two-thirds vote of those present at any regular or special meeting to discipline, suspend, remove or replace any officer, committee member or member of the CGSA. The Board shall be empowered to:

1. Establish policies of the CGSA.
2. Establish budget requirements and control of the disbursement of all funds.
3. Provide for the collection of revenue to support the program.
4. Provide, in cooperation with the Pleasant Valley Recreation & Park District, playing facilities and equipment.
5. Establish standards of player and managerial behavior.
6. Prepare proposed amendments to these Bylaws.

7. Adopt administrative and playing rules for each of the constituent divisions in the CGSA, including approval or rejection of proposed changes thereto.
8. Manage the affairs of the CGSA, including such things as organization of the divisions each year and establishment of playing schedules.
9. Manage the property, which is assigned to the CGSA by the PVR&PD.
10. Submit monthly expenditures and forecast of expenditures to the treasurer.
11. Contribute to all playing seasons including: Spring, All Star, and Fall Ball

### ***1.6.2. President***

The President shall preside at all meetings of the CGSA at which her or she is present, and shall be the CGSA Executive Officer. Subject to the control of the Board, the President shall be responsible for the general supervision, direction and control of the business and affairs of the CGSA, and shall have the general powers and duties of management usually vested in the office of President, except where such duties and powers are specifically vested in another office herein. It shall be the duty and responsibility of the President to call general meeting of the CGSA and meeting of the Board.

### ***1.6.3. Vice President***

The Vice-President shall preside in the absence of the President, shall work with other officers and committee chairpersons and is an ex-officio member of all standing committees. As Director of Sponsorship and Publicity, the Vice-President will promote the immediate and future plans, goal and goodwill of the CGSA to the community; will ensure that notices and releases of the CGSA activities to the media are timely and in such a manner as to allow maximum participation by the community with particular attention to sponsors of CGSA teams and activities, and shall carry out such other duties or tasks as shall be assigned by the President of the Board of Directors.

### ***1.6.4. Secretary***

The Secretary shall keep an accurate book of minutes of all meetings, both general and of the Board of Directors, to show specifically the names of those present at Board meetings, the number of members present at general meetings, the proceedings of such meetings, and vote tallies (including how taken and tallied). The Secretary will provide a copy of the unapproved minutes to each Board member within five days after subject meeting upon request from a Board member, or they will be handed out at the next

regularly scheduled Board meeting. The Secretary shall be the official custodian of the CGSA Bylaws. The Secretary shall prepare and correspond in the name of the CGSA as requested by the President or the Board of Directors. Only the President and the Secretary may sign correspondence in the name of the CGSA without prior approval of the Board. The Secretary shall carry out such other duties and tasks as may be assigned by the President or the Board of Directors.

#### ***1.6.5. Treasurer***

The Treasurer shall prepare the annual budget and shall submit this budget to the Board of Directors for approval. Shall keep and maintain or cause to be kept and maintained an adequate and correct account of the properties and business transactions of the CGSA, with such depositories as shall be designated by the Board. The Treasurer shall disburse the funds of the CGSA in such a manner as may be ordered by the Board and shall render to the President, whenever it is requested by the Board, an account of all transactions as Treasurer and of the financial condition of the CGSA. The Treasurer shall submit a summary financial report at each regular meeting and beginning one month prior to the start of league play shall submit a monthly forecast of expenditures. The Treasurer shall perform such other, duties and tasks as may be assigned by the President or Board of Directors. Treasurer is responsible for ensuring that the proper papers are filed with State and Federal agencies in a timely manner.

#### ***1.6.6. Director of Commissioners***

The Director of Commissioners shall be responsible for the organization and conduct of the affairs of the constituent divisions. The Director shall meet with the Division Commissioner and managers of the various divisions to prepare and submit to the Director of Rules and Umpires any proposed changes to the existing rules pertaining to the division's activities within four weeks subsequent to the last game of the season. This meeting shall be co-chaired by the incoming and outgoing Directors. The Director shall call for the organization and selection of officials to operate the divisions. The Director of Commissioners shall represent the Board in the insistent demand upon Division Commissioner and managers that their conduct be exemplary and in the best interest of the youth participating and shall have responsibility for obtaining managers for teams in the several divisions in cooperation with the Director of Commissioners. Also, with the Director of Commissioners, the Division Commissioner shall have jurisdiction in matters of managerial assignment and conduct. The Director of Commissioners shall carry out such other duties and tasks as assigned by the President or Board of Directors.

### **1.6.7. Director of Rules and Umpires**

The Director of Rules and Umpires shall be responsible for the preparation of Bylaws, Administrative and Playing Rules, shall be chairperson of the Protest Board, and shall supervise the umpiring staff. The Director of Rules and Umpires shall carry out such other duties and tasks as may be assigned by the President or the Board of Directors.

1. Bylaws and Administrative & Playing Rules preparation. The Director of Rules and Umpires shall not only be responsible for the preparation of the Bylaws and Administrative and Playing Rules, including changes thereto, but shall also present the Bylaws and Administrative and Playing Rules to the Board of Directors for approval, and shall ensure that the Bylaws and Administrative & Playing Rules specifically cover the following:

- a. Guidelines for outside organizations
- b. Guidelines for Division Commissioners, managers, and coaches
- c. Assignment of players to teams
- d. Accepting teams from outside organizations
- e. Replacement, reassignment, and disciplining or transferring of players
- f. Practice and game schedule policy
- g. Division championship determination.
- h. Protest policy
- i. Selection of tournament teams, managers, and coaches
- j. Parental responsibilities
- k. Eligibility criteria for players
- l. Rules of play
- m. Playing requirements
- n. Tournament rules

2. Protest Board Chairperson

The Director of Rules and Umpires shall be responsible for the interpretation of rules of the constituent divisions, and shall sit as Chairperson of the Protest Board (See Section 1.7 of the CGSA Administrative Rules).

3. Umpire Supervisor

The Director of Rules and Umpires will establish and maintain close and clear cut communications between the umpiring staff and the CGSA, and shall be responsible to ensure that the following are accomplished:

- a. Umpires are obtained for all games scheduled by the CGSA.

- b. Any reasonable request for improvement of the umpiring staff will, with the cooperation of the Director of Commissioners, Division Commissioners and managers, be taken into consideration.
- c. Preparation and submittal to the Board for approval of a master plan for obtaining, training, scheduling and paying umpires for tournament play as well as regular season play. This plan should be submitted to the Board prior to the first general meeting of the new calendar year, which is normally held in January.

#### ***1.6.8. Director of Players (Registrar)***

The Director of Players shall advertise the registration of players in cooperation with the Vice-President sufficiently prior to the season activity, shall supervise the work of the commissioners of the individual divisions in cooperation with the Director of Commissioners, and shall carry out such other duties as may be assigned by the President or the Board of Directors. The Director of Players working with the Director of Commissioners and the Division Commissioner shall specifically do the following:

1. Establish try-out schedules and criteria.
2. Supervise the assignment of players to teams.
3. Assist in formulating agreements for inter-division transfer of players subject to the approval of the Director of Commissioners(s) involved. The transfer of any player should be made in the best interest of the player.
4. Submit to the Board for approval a master plan covering the above three subparagraphs. This plan should be submitted to the Board prior to the first general meeting of the new calendar year, which is normally held in January.

#### ***1.6.9. Director of Equipment and Fields***

The Director of Equipment and Fields shall have complete responsibility for all playing equipment owned by the CGSA, shall determine the equipment requirements, obtain bids for submission to the Board of Directors for purchases, shall inventory and store the equipment during the off-season and will insist upon proper maintenance and repair. The Director of Equipment will function with the Director of Commissioners and the commissioner of each division to provide, distribute and collect the equipment necessary to function in that division, and shall carry out such other duties as may be assigned by the President or the Board of Directors.

The Director of Equipment and Fields shall also be responsible for the playing facilities and field maintenance equipment used by the CGSA. In cooperation with the commissioners of the individual divisions, the Director of Fields will organize these representatives to ensure that playing fields are properly marked, cared for, kept safe and clean, and shall prepare rules for the care and safety of the fields to the Director of Rules and Umpires to be incorporated in the Bylaws when approved by the Board of Directors. Aforementioned rules for the care of the fields and the safety of the players shall be submitted at least four weeks prior to the first game of the season.

#### ***1.6.10. Director of Uniforms***

The Director of Uniforms shall have complete responsibility for all player uniforms. They shall order and dispense all uniforms for the league. They will provide samples and estimates of all uniforms for all programs from the rec season to All Stars.

#### ***1.6.11. Director of Team Parents***

The head team parent shall organize and preside over the Team Parent Meeting (usually held in February). Director of Team Parents shall supervise the efforts of the individual team parents, organize fund raising efforts, contact and arrange for photographer for team and individual photos, and shall carry out such other duties and tasks as may be assigned by the President or the Board of Directors.

#### ***1.6.12. Director of Tournaments and Scheduling***

The Director of Tournaments and Scheduling as directed by the Director of Players, shall be responsible for preparing game schedules for the divisions of the CGSA, acting in cooperation with the Director of Commissioners. The Director of Tournaments and Scheduling shall submit to the Board of Directors for approval, and shall provide to the Director of Commissioners, Division Commissioners, and Vice-President copies of the approved schedules no later than one month prior to the opening game, unless excused by the Board of Directors due to unavoidable circumstances. Director of Tournaments and Scheduling will also be responsible for the scheduling of the All-Stars tournament, and shall carry out such other duties as may be assigned by the President or the Board of Directors.

#### ***1.6.13. Director of Player Development***

The Director of Player Development shall be responsible for facilitating player development programs and scheduling time and place for such events, in cooperation with the Director of Fields, who will ensure that playing fields are reserved, properly



marked, cared for, kept safe and clean. The Director of Player Development shall also work with and the Director of Tournaments and Scheduling to insure that there are not any scheduling conflict with regular season play. Director of Player Development shall also carry out such other duties as may be assigned by the President or the Board of Directors.

#### ***1.6.14. Director of Snack Bar***

The Director of Snack Bar shall be responsible for the organization and conduct within the snack bar facility. Shall obtain all applicable certifications (Temporary Food Facility – TFF), County Health Permits, and negotiated contracts with vendors that meet PVRPD criteria within the CSG agreement. The Director is in charge of purchasing, scheduling, and sales for the Mission Oaks snack bar during the Fall, Spring and All-Star seasons. Shall maintain full accounting for sales, purchases and hired help financials. Shall keep a full record of all receipts, deposit/withdraw slips for the snack bar bank account. Ensure snack bar is fully functional during all game dates and hours. The Director shall provide a signup schedule for volunteers to work snack bar shifts. Ensure all volunteers are 16 years of age or older per PVRPD CSG agreement. The Director shall provide a monthly update on snack bar facility at board meeting to include (sales, purchases and payouts). The Director shall carry out such other duties and tasks as may be assigned by the President or the Board of Directors.

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## **1.7. Committees and Committee Responsibilities**

Standing committees shall be the following or combinations thereof and shall be appointed by the Board of Directors as required to fulfill the objectives and goals of the CGSA. The Chairperson of each standing committee shall have such other powers and perform such other duties as may be prescribed by the Board of Directors.

### ***1.7.1. Publicity Committee Chairperson***

The Chairperson, as directed by the Vice-President, will publicize the game results, programs, schools, meetings, clinics and player registrations. The Chairperson will meet and maintain liaison with scorekeepers in the several divisions and organize their efforts to ensure that results of games and important items are furnished promptly to newspapers and other media.

### ***1.7.2. Scorekeeper Committee Chairperson***

The Chairperson, as directed by the Director of Rules and Umpires, shall be the CGSA Chief Scorekeeper and shall conduct a scorekeeping school for all prospective

scorekeepers. It shall be the Chairperson's duty to ensure that all scorebooks are kept in proper order and that all necessary statistics are kept up to date.

### ***1.7.3. Constitution and Bylaws Committee Chairperson***

The Chairperson, as directed by the Director of Rules and Umpires, shall be responsible for assessing the pros and cons of every recommended constitution or Bylaw change referred to the committee, preparing approved changes for incorporation into the Constitution or Bylaws, presenting all findings to the Board of Directors, and maintaining the CGSA Constitution and Bylaws master set.

### ***1.7.4. Directory Chairperson***

The Chairperson as directed by the Director of Players shall be responsible for maintaining a current directory of players, and interested adults for use in record keeping and mailings.

### ***1.7.5. Protest Board Chairpersonship***

The Director of Rules and Umpires shall serve as Chairperson of the Protest Board, which will make a ruling on all game protests. The other members of the Protest Board will be the Director of Commissioners, the appropriate Division Commissioner, and the President.

If the Director of Rules and Umpires cannot facilitate the protest meeting, the President shall appoint someone to facilitate the protest meeting.

Selection Committee is formed by the Director of Commissioners and shall consist of a variety of divisional board members.

### ***1.7.6. Select Team Committee***

The Select Committee is comprised of the CGSA President or his/her designee, the CGSA Directory of Commissioners, CGSA Director of Players, and 2 at-large members with at least 2 years of CGSA All Stars coaching experience. The CGSA Board of Directors will appoint the 2 at-large members.

### ***1.7.7. All Star Committee***

The All Star Committee is comprised of the CGSA President or his/her designee, the CGSA Directory of Commissioners, CGSA Director of Players, CGSA Director of

Scheduling / Tournaments and 2 at-large members with at least 2 years of CGSA All Stars coaching experience. The CGSA Board of Directors will appoint the 2 at-large members.

#### ***1.7.8. Other Committees***

The Board of Directors has the authority to appoint such other standing or ad hoc committees, as it deems necessary to conduct the affairs of the CGSA.

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## **1.8. Meetings**

### ***1.8.1. Elections Meeting***

The Board of Directors shall schedule a general meeting during the second quarter of each calendar year to elect officers for the next year and to receive recommendations from the general membership for consideration by the newly elected Board.

### ***1.8.2. Planning Meeting***

The Board of Directors shall schedule a general meeting during the first quarter of each calendar year to present plans for the coming year.

### ***1.8.3. Other Meetings***

The President, with approval of the Board, will schedule any other general meetings that may be required; giving at least a fifteen-day publicized notice prior to such meeting.

### ***1.8.4. Board Meetings***

The Board of Directors shall establish its own schedule of meetings as necessary to conduct CGSA business. This schedule will normally include at least one meeting per month.

Notice of Board meeting shall be given at least two days in advance to all members of the Board unless a waiver of such notice has previously been approved.

### **1.8.5. Quorum**

A majority of the members of the Board of Directors shall constitute a quorum at any meeting, and a majority vote of those present shall govern, except when otherwise provided.

### **1.8.6. Absences**

In that regular attendance of all Board members is desirable and necessary for the efficient conduct of business, the following rules pertaining to absences shall apply:

1. A single absence is considered automatically excused.
2. The second consecutive absence may be excused by the President, preferably ahead of time.
3. The third consecutive absence may be excused only by the Board of Directors.
4. After three consecutive absences, the Board of Directors shall take whatever action it deems advisable as empowered in Section 1.6 of the CGSA Bylaws.
5. A pattern of inconsistent attendance may be made a matter for Board action, whether or not absences are consecutive.

### **1.8.7. Roberts Rules**

Roberts Rules of Order shall govern the proceedings of all general meetings, except where there is conflict with these Bylaws.

### **1.8.8. Other Rules**

The Board of Directors may adopt such rules and regulations for the conduct of its meetings and the management of the CGSA as it may deem proper and necessary.

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## **1.9. Organization Policy**

### **1.9.1. Co-Sponsor**

The Pleasant Valley Recreation and Park District has, upon annual request, officially co-sponsored the CGSA program.

### **1.9.2. Status**

The Organization shall maintain a non-profit and legally limited status through annual submission to the State of California.

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## **1.10. Financial Policy**

### **1.10.1. Authorization**

The Board of Directors shall decide all matters pertaining to the finances of the CGSA, consistent with this Constitution and other applicable limitations. The Board shall direct the expenditure of all funds.

Excess of \$500 need 2 Executive Board Member signatures.

### **1.10.2. Member Fees**

The Board of Directors may, if necessary, require registration fees for membership dues to be collected in order to support the budget requirements of this program. The Board may also collect additional fees from members who do not fulfill their required parental responsibilities, such as snack bar duty.

### **1.10.3. Obligations**

The Board of Directors shall maintain sound financial responsibility, and shall incur no obligations except those payable from the funds on hand.

### **1.10.4. Fiscal Period**

The fiscal operating period shall be September 1 to August 31.

### **1.10.5. Budget**

The Treasurer shall create and maintain a budget with expense lines for major cost centers such as Equipment, Uniforms, Fields and Special Projects. The Special Projects line item shall be used to reserve money for upgrades to CGSA facilities or assist Parks and Recreations in updating the playing facilities.

### **1.10.6. Fundraising**

Must be approved by the Board. All checks need to be made out to CGSA. Funds will be paid out by Treasurer.

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## **1.11. Referrals**

The Board of Directors or its designated representative shall sit and make final determination on any matter of disagreement, misconduct or questions, which is referred to the body by any member of the Board of Directors.

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## **1.12. Amending Bylaws**

### **1.12.1. Procedure**

The Board of Directors by an affirmative vote of a majority of its members may adopt proposed amendments to these Bylaws. These amendments shall be submitted to a meeting of the general membership for ratification. Prior to the meeting, the Board may if it deem expedient, place the proposed amendment in force and operate under such proposed amendment. However, if the amendment is defeated in general meeting, such operation must cease immediately and may not be renewed for one year or until the amendment shall have been reconsidered and ratified by a later general meeting.

### **1.12.2. Limitation**

No amendment to these Bylaws shall be made which places it in substantive conflict with any contained sections without concurrent amendment/submission of those sections.

### **1.12.3. Preparation**

The Director of Rules and Umpires with the advice of the Director of Commissioners, Division Commissioner Commissioners, the Bylaws Committee and other interested parties as deemed advisable, shall prepare a set of Administrative and Playing Rules defining the rules and regulations for the operation of each of the constituent divisions. These rules shall be submitted to the Board for adoption and, upon adoption, shall become an attachment to these Bylaws.

#### ***1.12.4.Review***

The Bylaws shall be reviewed annually and proposed changes shall be submitted to the Director of Rules and Umpires by the Bylaws Committee, for review and submission to the Board of Directors.

#### ***1.12.5.Distribution***

These Bylaws, with proposed changes, shall be adopted and distributed annually, not less than one month prior to the first scheduled game.

#### ***1.12.6.Method Of Amending***

The affirmative vote of a majority of its members shall be required to adopt or change Bylaws.





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

**NAME OF ORGANIZATION:** Camarillo Cosmos Youth Track Club

A representative from your Organization must attend the following PVRPD Board meeting on:  
**Wednesday, July 7, 2021 at 6pm at the City of Camarillo Council Chambers**

OFFICERS	NAME	ADDRESS	PHONE
President	<u>Cliff Salonga</u>	<u>381 Town Forest Court Camarillo CA 93012</u>	<u>425 408 2903</u>
Vice President	<u>Jay Stimpson</u>	<u>4805 Paseo Montelena Camarillo CA 93012</u>	<u>805 312 2615</u>
Treasurer	<u>Cornie Sloan</u>	<u>1971 Croydon Ave. Camarillo CA 93010</u>	<u>805 551 3499</u>
Secretary	<u>Maura Dahlquist</u>	<u>387 El Bosquecillo Camarillo CA 93010</u>	<u>804 986 9550</u>

Number of Participants last year: \_\_\_\_\_ Primary season: 173 Secondary Season: \_\_\_\_\_  
 Projected number of participants in upcoming year: \_\_\_\_\_ Primary season: 300 Secondary Season: \_\_\_\_\_

What day and time are Board Meetings held? Day: 3rd tuesday Time: 7:00pm  
 Address where Board Meetings are held? online  
 Are Board Members elected or appointed? Elected: \_\_\_\_\_ Appointed: x  
 When are new Board Members elected? Month: N/A  
 When are new Board Members installed? Month: as needed

**Organization must attach a copy of current By-Laws and IRS Form 990 when submitting this form**

Changes Organization has made from previous year:

No changes from previous year

Please provide any comments for the PVRPD Board of Directors:

IRS Form 990 is found online for year 2016 and is attached.

Bylaws for Ventura County Youth Track is found online and is attached (VC YTC) is our parent organization.

**Please complete and return the Annual Update, By-Laws and IRS Form 990 by June 18, 2021 to:**

Lanny Binney  
 Recreation Supervisor  
 1605 E. Burnley Street  
 Camarillo, CA 93010

[lbinniey@pvrpd.org](mailto:lbinniey@pvrpd.org)

Phone: (805) 482-1996

Submitted By: Jay Stimpson

Signature: Jay Stimpson

**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)

▶ Do not enter social security numbers on this form as it may be made public.  
▶ Information about Form 990-EZ and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

Open to Public Inspection

**A** For the 2016 calendar year, or tax year beginning 01-01-2016, and ending 12-31-2016

- B** Check if applicable
- Address change
  - Name change
  - Initial return
  - Final return/terminated
  - Amended return
  - Application pending

**C** Name of organization  
Ventura County Youth Track Conferences

Number and street (or P O box, if mail is not delivered to street address) Room/suite  
1000 Town Center Drive Room 100

City or town, state or province, country, and ZIP or foreign postal code  
Oxnard, CA 93036

**D** Employer identification number  
77-0273966

**E** Telephone number

**F** Group Exemption Number ▶

**G** Accounting Method  Cash  Accrual Other (specify) ▶

**H** Check  if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF)

**I** Website: ▶ [www.vctyc.org](http://www.vctyc.org)

**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) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ. ▶ \$ 35,800

**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.

		1	2	3	4	5a	5b	5c	6a	6b	6c	6d	7a	7b	7c	8	9	10	11	12	13	14	15	16	17	18	19	20	21		
Revenue	<b>1</b> Contributions, gifts, grants, and similar amounts received																														
	<b>2</b> Program service revenue including government fees and contracts																														
	<b>3</b> Membership dues and assessments																														
	<b>4</b> Investment income																														
	<b>5a</b> Gross amount from sale of assets other than inventory																														
	<b>b</b> Less cost or other basis and sales expenses																														
	<b>c</b> Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)																														
	<b>6</b> Gaming and fundraising events																														
	<b>a</b> Gross income from gaming (attach Schedule G if greater than \$15,000)																														
	<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>c</b> Less direct expenses from gaming and fundraising events																															
<b>d</b> Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)																															
<b>7a</b> Gross sales of inventory, less returns and allowances																															
<b>b</b> Less cost of goods sold																															
<b>c</b> Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)																															
<b>8</b> Other revenue (describe in Schedule O)																															
<b>9</b> Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8																															
Expenses	<b>10</b> Grants and similar amounts paid (list in Schedule O)																														
	<b>11</b> Benefits paid to or for members																														
	<b>12</b> Salaries, other compensation, and employee benefits																														
	<b>13</b> Professional fees and other payments to independent contractors																														
	<b>14</b> Occupancy, rent, utilities, and maintenance																														
	<b>15</b> Printing, publications, postage, and shipping																														
	<b>16</b> Other expenses (describe in Schedule O)																														
<b>17</b> Total expenses. Add lines 10 through 16																															
Net Assets	<b>18</b> Excess or (deficit) for the year (Subtract line 17 from line 9)																														
	<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>20</b> Other changes in net assets or fund balances (explain in Schedule O)																														
	<b>21</b> Net assets or fund balances at end of year Combine lines 18 through 20																														



**Part V Other Information** (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V ) Check if the organization used Schedule O to respond to any question in this Part V . . . . .

**33** 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 . . . . .

	Yes	No
<b>33</b>		No

**34** 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) . . . . .

<b>34</b>		No
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**35a** 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)? . . . . .

<b>35a</b>		No
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**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>35b</b>		
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**c** 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 . . . . .

<b>35c</b>		No
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**36** 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 . . . . .

<b>36</b>		No
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**37a** Enter amount of political expenditures, direct or indirect, as described in the instructions ▶ **37a** \_\_\_\_\_

**b** Did the organization file Form 1120-POL for this year? . . . . .

<b>37b</b>		No
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**38a** 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? . . . . .

<b>38a</b>		No
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**b** If "Yes," complete Schedule L, Part II and enter the total amount involved . . . . . **38b** \_\_\_\_\_

**39** Section 501(c)(7) organizations Enter . . . . .

**a** Initiation fees and capital contributions included on line 9 . . . . . **39a** \_\_\_\_\_

**b** Gross receipts, included on line 9, for public use of club facilities . . . . . **39b** \_\_\_\_\_

**40a** 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** 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 . . . . . **40b**

<b>40b</b>		No
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**c** 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 ▶ \_\_\_\_\_

**d** Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations Enter amount of tax on line 40c reimbursed by the organization ▶ \_\_\_\_\_

**e** 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 . . . . . **40e**

<b>40e</b>		
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**41** List the states with which a copy of this return is filed ▶ \_\_\_\_\_

**42a** The organization's books are in care of ▶ Camisa Fontes Telephone no ▶ (805) 415-1702  
Located at ▶ 620 Oxford Drive Oxnard, CA ZIP + 4 ▶ 93030

**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)?

	Yes	No
<b>42b</b>		No

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)

**c** At any time during the calendar year, did the organization maintain an office outside the U S ?

<b>42c</b>		No
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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  and enter the amount of tax-exempt interest received or accrued during the tax year . . . . . ▶ **43** \_\_\_\_\_

**44a** Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ . . . . . **44a**

<b>44a</b>		No
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**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 . . . . . **44b**

<b>44b</b>		No
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**c** Did the organization receive any payments for indoor tanning services during the year? . . . . . **44c**

<b>44c</b>		No
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**d** If "Yes," to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O . . . . . **44d**

<b>44d</b>		No
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**45a** Did the organization have a controlled entity within the meaning of section 512(b)(13)? . . . . . **45a**

<b>45a</b>		No
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**45b** 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) . . . . . **45b**

<b>45b</b>		No
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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		No

**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 . . . . .

	Yes	No
47		No
48		No
49a		
49b		

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 . . . . .

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E . . . . .

49a Did the organization make any transfers to an exempt non-charitable related organization? . . . . .

b If "Yes," was the related organization a section 527 organization? . . . . .

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

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 \_\_\_\_\_ Date 2017-11-11  
 Camisa Fontes Treasurer  
 Type or print name and title

**Paid Preparer Use Only**

Print/Type preparer's name Cozette M White	Preparer's signature	Date 2017-11-11	Check <input checked="" type="checkbox"/> if self-employed	PTIN
Firm's name ▶ White Tax Services LLC			Firm's EIN ▶	
Firm's address ▶ PO BOX 5202 Oxnard, CA 93031			Phone no (805) 983-1151	

May the IRS discuss this return with the preparer shown above? See instructions . . . . .  Yes  No

**Additional Data**

**Software ID:** 16000333

**Software Version:** 17.2.1.0

**EIN:** 77-0273966

**Name:** Ventura County Youth Track Conferences

**Form 990EZ, Part III - Statement of Program Service Accomplishments**

<p><b>Expenses</b> (Required for section 501 (c)(3) and 501(c)(4) organizations; optional for others.)</p>	<p>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.</p>
<p><b>28a</b></p>	<p><b>28</b> It allows the youth track clubs to use the high school facilities in Ventura county scor youth ages 5-14 years of age (Grants \$ )      If this amount includes foreign grants, check here <input type="checkbox"/></p>

### TY 2016 Compensation Explanation

**Name:** Ventura County Youth Track Conferences

**EIN:** 77-0273966

**Software ID:** 16000333

**Software Version:** 17.2.1.0

Person Name	Explanation
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**SCHEDULE A**  
Form 990 or 990-EZ

**Public Charity Status and Public Support**

OMB No 1545-0047

**2016**

Open to Public Inspection

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.

Information about Schedule A (Form 990 or 990-EZ) and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

Department of the Treasury  
Internal Revenue Service

Name of the organization

Stura County Youth Track Conferences

Employer identification number

77-0273966

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

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

- A church, convention of churches, or association of churches described in section 170(b)(1)(A)(i).
- A school described in section 170(b)(1)(A)(ii). (Attach Schedule E (Form 990 or 990-EZ))
- A hospital or a cooperative hospital service organization described in section 170(b)(1)(A)(iii).
- 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 \_\_\_\_\_
- 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)
- A federal, state, or local government or governmental unit described in section 170(b)(1)(A)(v).
- 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)
- A community trust described in section 170(b)(1)(A)(vi) (Complete Part II)
- An agricultural research organization described in 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 \_\_\_\_\_
- 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)
- An organization organized and operated exclusively to test for public safety See section 509(a)(4).
- 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
- 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.
- 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.
- 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.
- 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.
- 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

Enter the number of supported organizations \_\_\_\_\_

Provide the following information about the supported organization(s)

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>						



**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, 8, or 9 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)2012	(b)2013	(c)2014	(d)2015	(e)2016	(f)Total
Gifts, grants, contributions, and membership fees received (Do not include any "unusual grant")	36,660	36,660	36,660	36,660		146,640
Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
The value of services or facilities furnished by a governmental unit to the organization without charge						
<b>Total.</b> Add lines 1 through 3	36,660	36,660	36,660	36,660		146,640
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)						
<b>Public support.</b> Subtract line 5 from line 4						146,640

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ▶	(a)2012	(b)2013	(c)2014	(d)2015	(e)2016	(f)Total
Amounts from line 4	36,660	36,660	36,660	36,660		146,640
Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
Net income from unrelated business activities, whether or not the business is regularly carried on						
Other income Do not include gain or loss from the sale of capital assets (Explain in Part VI)						
<b>Total support.</b> Add lines 7 through 10						146,640
Gross receipts from related activities, etc (see instructions)					12	

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**

Public support percentage for 2016 (line 6, column (f) divided by line 11, column (f))	14	100.000%
Public support percentage for 2015 Schedule A, Part II, line 14	15	100.000%

- a **33 1/3% support test—2016.** 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
- b **33 1/3% support test—2015.** 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
- a **10%-facts-and-circumstances test—2016.** 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
- b **10%-facts-and-circumstances test—2015.** 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
- Private foundation.** If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions

**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)2012	(b)2013	(c)2014	(d)2015	(e)2016	(f)Total
1 Gifts, grants, contributions, and membership fees received (Do not include any "unusual grants")						
2 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						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 <b>Total.</b> Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
7b 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						
8 <b>Public support.</b> (Subtract line 7c from line 6)						

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ▶	(a)2012	(b)2013	(c)2014	(d)2015	(e)2016	(f)Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
10b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
11 <b>Total.</b> Add lines 10a and 10b						
12 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
13 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI)						
14 <b>Total support.</b> (Add lines 11, 12, and 13)						

15 **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**

16 Public support percentage for 2016 (line 8, column (f) divided by line 13, column (f))	15	0 %
17 Public support percentage from 2015 Schedule A, Part III, line 15	16	

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

18 Investment income percentage for 2016 (line 10c, column (f) divided by line 13, column (f))	17	0 %
19 Investment income percentage from 2015 Schedule A, Part III, line 17	18	

20 **33 1/3% support tests—2016.** 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

21 **33 1/3% support tests—2015.** 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

22 **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 on line 12 of 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
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.		
<b>1</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 Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).		
<b>2</b>		
<b>a</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>3a</b>		
<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 Part VI when and how the organization made the determination.		
<b>3b</b>		
<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 Part VI what controls the organization put in place to ensure such use.		
<b>3c</b>		
<b>a</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>4a</b>		
<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 Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.		
<b>4b</b>		
<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 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.		
<b>4c</b>		
<b>a</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 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>5a</b>		
<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>5b</b>		
<b>c</b> <b>Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?		
<b>5c</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 Part VI.		
<b>6</b>		
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).		
<b>7</b>		
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).		
<b>8</b>		
<b>a</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 Part VI.		
<b>9a</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 Part VI.		
<b>9b</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 Part VI.		
<b>9c</b>		
<b>a</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 line 10b below.		
<b>10a</b>		
<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.)		
<b>10b</b>		

**Part IV Supporting Organizations (continued)**

**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

	Yes	No
<b>11a</b>		
<b>11b</b>		
<b>11c</b>		

**Section B. Type I Supporting Organizations**

- 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.

	Yes	No
<b>1</b>		
<b>2</b>		

**Section C. Type II Supporting Organizations**

- 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).

	Yes	No
<b>1</b>		

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

- 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.

	Yes	No
<b>1</b>		
<b>2</b>		
<b>3</b>		

**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.

- 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.

	Yes	No
<b>2a</b>		
<b>2b</b>		
<b>3a</b>		
<b>3b</b>		

**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**

Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov 20, 1970. 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)
<b>1</b> Net short-term capital gain	<b>1</b>	
<b>2</b> Recoveries of prior-year distributions	<b>2</b>	
<b>3</b> Other gross income (see instructions)	<b>3</b>	
<b>4</b> Add lines 1 through 3	<b>4</b>	
<b>5</b> Depreciation and depletion	<b>5</b>	
<b>6</b> 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)	<b>6</b>	
<b>7</b> Other expenses (see instructions)	<b>7</b>	
<b>8</b> Adjusted Net Income (subtract lines 5, 6 and 7 from line 4)	<b>8</b>	

**Section B - Minimum Asset Amount**

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

**Section C - Distributable Amount**

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

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
Amounts paid to supported organizations to accomplish exempt purposes	
Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
Administrative expenses paid to accomplish exempt purposes of supported organizations	
Amounts paid to acquire exempt-use assets	
Qualified set-aside amounts (prior IRS approval required)	
Other distributions (describe in Part VI) See instructions	
<b>Total annual distributions.</b> Add lines 1 through 6	
Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI) See instructions	
Distributable amount for 2016 from Section C, line 6	
<b>0</b> Line 8 amount divided by Line 9 amount	

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2016	(iii) Distributable Amount for 2016
Distributable amount for 2016 from Section C, line 6			
Underdistributions, if any, for years prior to 2016 (reasonable cause required--see instructions)			
Excess distributions carryover, if any, to 2016			
a			
b			
c From 2013. . . . .			
d From 2014. . . . .			
e From 2015. . . . .			
f Total of lines 3a through e			
g Applied to underdistributions of prior years			
h Applied to 2016 distributable amount			
i Carryover from 2011 not applied (see instructions)			
Remainder Subtract lines 3g, 3h, and 3i from 3f			
Distributions for 2016 from Section D, line 7			
\$			
a Applied to underdistributions of prior years			
b Applied to 2016 distributable amount			
c Remainder Subtract lines 4a and 4b from 4			
Remaining underdistributions for years prior to 2016, if any Subtract lines 3g and 4a from line 2 (if amount greater than zero, see instructions)			
Remaining underdistributions for 2016 Subtract lines 3h and 4b from line 1 (if amount greater than zero, see instructions)			
<b>Excess distributions carryover to 2017.</b> Add lines 3j and 4c			
Breakdown of line 7			
a			
b Excess from 2013. . . . .			
c Excess from 2014. . . . .			
d Excess from 2015. . . . .			
e Excess from 2016. . . . .			

**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).

**Facts And Circumstances Test**

2016

Open to Public Inspection

**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.

▶ Information about Schedule O (Form 990 or 990-EZ) and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

Department of the Treasury  
Internal Revenue Service  
Name of the organization  
Ventura County Youth Track Conferences

Employer identification number  
77-0273966

**90 Schedule O, Supplemental Information**

Return Reference	Explanation
Form 990-EZ, Part I, Line 16, Other Expenses	VCYTC Board Meeting Room 137



**90 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
Form 990-EZ, Part I, Line 16, Other Expenses	Co-Conference Meeting Meals 72

**90 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
Form 990-EZ, Part I, Line 16, Other Expenses	Insurance 9,953

**90 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
Form 990-EZ, Part I, Line 16, Other Expenses	Coaches Client Lunch 850

**90 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
Form 990-EZ, Part I, Line 16, Other Expenses	Tim Doyle Custodial/Facility 1,033

**90 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
Form 990-EZ, Part I, Line 16, Other Expenses	Varsity Final Starter Redcoats 1,980

**90 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
Form 990-EZ, Part I, Line 16, Other Expenses	Tom Noble Custodial/Facility 1,033

**90 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
Form 990-EZ, Part I, Line 16, Other Expenses	House of Ribbons 13,554

**90 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
Form 990-EZ, Part I, Line 16, Other Expenses	JV Finals Hose Facility Reim 1,000



**90 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
Form 990-EZ, Part I, Line 16, Other Expenses	Speed Timing 500

**90 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
Form 990-EZ, Part I, Line 16, Other Expenses	Misc 194

**90 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
Form 990-EZ, Part I, Line 16, Other Expenses	Software/IT Purchases 500

**90 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
Form 990-EZ, Part I, Line 16, Other Expenses	Record Plaques 500

**90 Schedule O, Supplemental Information**

<b>Return Reference</b>	<b>Explanation</b>
Form 990-EZ, Part I, Line 16, Other Expenses	MPH LA 84 Clinic 573

# **By Laws**

## **VENTURA COUNTY YOUTH TRACK CONFERENCE**

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## **ARTICLE 1. NAME**

The name of this organization shall be The Ventura County Youth Track Conference, Inc.

## **ARTICLE 2. DEFINITIONS**

The following definitions are used in these By-laws:

- (A) VCYTC refers to the Ventura County Youth Track Conference, Inc.
- (B) USA T&F refers to the USA Track and Field organization, which is the national governing body for Track and Field and cross country athletics competition in the United States.
- (C) Youth or Youths refers to boys, girls, young men, or young women under the age of eighteen (at the beginning of the competition year) which comprise the age groups served by this organization.
- (D) Competition year refers to the calendar year. The Competition year begins 1 January and ends 31 December of each year.
- (E) Meeting refers to any gathering of VCYTC board members for the purpose of conducting business where a quorum (50% of membership plus one) is present, and all members have been notified of the date, time, and location of the gathering.

## **ARTICLE 3. PURPOSE**

The purpose of the VCYTC is to act as the governing body for track and field and cross country competition among it's athletes as they are organized into member clubs. To promote this purpose, the VCYTC shall:

- (A) Develop interest and participation by youths in the sport of Track and Field and cross country through out the Ventura county area.
- (B) Foster local, state, national, and international Amateur sports competition for our athletes. Competition beyond local league competition shall be offered and accomplished through a combined conference team called the Ventura County Condors (USA T&F Club #056).
- (C) Provide and coordinate technical information on physical training, coaching, competition, and performance enhancement among the member clubs, athletes, and parents.



#### **ARTICLE 4. MEMBERSHIP**

VCYTC is a non profit organization composed of athletes who are grouped into community clubs located in the Ventura county area. Each of the community clubs designate one person to serve on the VCYTC board. New clubs are admitted to full membership in VCYTC by a majority vote of the existing members. Clubs may also exist in a provisional non-voting status while demonstrating the ability to meet VCYTC club membership requirements. These requirements are:

- (A) Draw members only from the community or area it represents within the county. Clubs shall not recruit in an area represented by another club. Athletes may compete for clubs outside of the area of their residency if it is mutually agreeable to all affected clubs.
- (B) Club membership shall be open to all Youths capable or participating in Track and Field and having the permission of their parent(s)/guardian(s).
- (C) Provide one delegate to serve on the conference board, attend VCYTC meetings, and cast that clubs vote.
- (D) Agree to abide by the by-laws and the conference rule book.
- (E) Obtain an appropriate track and field facility to conduct home meets.
- (F) Demonstrate the ability to adequately staff the positions necessary to conduct a track and field meet in accordance with the conference rule book.
- (G) Pay conference dues and special fees as they are set and required by the conference board.
- (H) Provide financial information to the conference for tax filings.
- (I) Fund-raising shall be conducted within each clubs municipal area only, and shall not infringe on other clubs ability to solicit contributions.

#### **ARTICLE 5. CONFERENCE BOARD**

The VCYTC conference board shall be made up of one voting member from each of the 8 member clubs. The current member clubs are: 1-The Camarillo Cosmos; 2-The Moorpark Striders; 3-The Newbury Park Panthers; 4-The Ojai Roadrunners; 5-The Oxnard Stars; 6-The Heritage Valley Blazers; 7-The Thousand Oaks Flyers; and 8-The Ventura Tigres.

### **Section 5.01 \* Chairman**

The chairman is responsible for planning and running the board meetings and overseeing the duties of the other board members. Additionally the chairman shall have the option of sitting in on all committees and project teams. The Chairmanship of the board shall rotate among the member clubs in accordance with the following :

2013-Ojai  
2014-HV  
2015-Cam  
2016-Oxnard  
2017-Mrpk  
2018- TO  
2019--NP  
2020-Ven

- (1) The table then repeats according to the order above. The chairmanship shall rotate to the next member club at the first VCYTC meeting in September of each year. New member clubs shall be inserted into the rotation at the bottom of the list.

### **Section 5.02 \* Chairman Elect**

**This officer will assist the president as parliamentarian at the meetings, and will assume the chairmanship at the end of the chairman's term. The chairman elect will come from the club designated succeed to the chairmanship the following year according to the above table.**

### **Section 5.03 \* Secretary. Appointed by VCYTC board members.**

This officer will record the minutes of the league meetings, and will perform correspondence duties for the conference. Review candidate and position on an annual basis.

### **Section 5.04 \* Treasurer. Appointed by VCYTC board members.**

The Treasurer shall have custody of all funds, securities, evidence of indebtedness and other valuable documents, and shall deposit funds and securities in the name and to the credit of the Conference in a bank or depository. The Treasurer shall keep in appropriate books an accurate account of all money received and paid out. The Treasurer shall give a written report of the funds, receipts and disbursements of the Conference monthly or at such other times as requested by the Conference Board and shall be responsible for timely filing with the Conference Board, the annual budget, and such other information as may be required or requested from time to time by the Board and/or any Local, State, or Federal regulatory agency. The Treasurer shall promptly, upon receipt, pay all Board approved liabilities; however, at not time shall the treasurer pay any expense or liability not previously approved by Board Action. Review candidate and position on annual bais.

**Section 5.05 Training/Rules/Safety**

This officer is responsible for collecting and disseminating information on subjects relative to the conference goals. This officer identifies, secures and organizes requested training, maintains the conference rule book, conference records, and safety records.

**Section 5.06 USA T&F / AAU / NFHS – Standards Representative**

VCYTC board appointed member to oversee USA T&F, AAU and or NFHS rules which would have an impact on matters, activities and responsibilities of the conference.

**Section 5.07 Awards – Appointed by VCYTC board to club or individual.**

This officer will order and maintain an adequate inventory of awards for all club competitions as well as the necessary forms required to record performances and meet results. Position reviewed annually

**Section 5.08 Uniforms – Each VYTC club responsible.**

Each club will be responsible for ordering and maintaining uniforms. Changes in club uniforms (and or color schemes) to be presented to VCYTC board for approval to avoid conflict with other VCYTC club logos.

**Section 5.09 Special Projects – VCYTC Chair**

This officer will chair special projects which the board of directors deem necessary.

**Section 5.10 Board Meetings:**

Regular meetings of the conference board shall be held once a month with the exception of July and August. The date, time and place of each meeting shall be determined at each preceding meeting, but in general, they shall be held on the first Tuesday of each month at 7:30 PM.

All meetings of the board are open to the public unless pre-announced as a closed session. Closed meetings may only be held when the subject matter is of a sensitive or personal nature.

Special meetings may be called by the chairman or by any other board member with the chairman's permission for specific or emergency reasons. All applicable rules regarding voting and approvals shall apply to special or emergency meetings, and all member clubs shall be notified in advance of the meeting.

### **Section 5.11 Board Responsibilities:**

- (A) Oversee the achievement of the purposes stated in Article 3.
- (B) Maintain and update the rules and by-laws for the conference.
- (C) Obtain the necessary Insurance, certifications, and legal documents necessary for each club to cover it's officers, coaches, athletes, and to meet the requirements of the municipality in which it operates.
- (D) Create a schedule of track meets among the club members for league competition.
- (E) Levy and collect dues and special assessments from member clubs to support the activities of the conference.
- (F) Provide awards for the athletes for the track meets conducted by the conference.
- (G) **Maintain membership and good standing in USA T&F to provide State, National, and International competition for our club member athletes.**
- (H) Provide administrative support and coaching for athletes wishing to compete in USA T&F sanctioned meets. When conference funding is sufficient, financial support in the form of entry fees is also available to participating athletes for USA T&F or other post season sanctioned meets.
- (I) Financial, Banking and Related Matters. Reviewed by the conference board, it is the primary responsibility of the treasurer and chairman to maintain.
  - (2) Budget; Financial Statement - The Conference Board shall adopt a budget which provides the basis for setting Conference registration fees. At the end of each season the Treasurer shall cause to be prepared a statement of income received and amounts expended in connection with the program. Such statement shall be made immediately available to all Conference Board Members. This season's budget shall be presented in draft form at the September Board Meeting and passed by a 2/3 majority vote at the October meeting of the Board. Under no circumstances shall any liabilities be incurred nor paid until a budget has been passed and adopted by the current acting board.
  - (3) Account Signatories - All checks drawn on the Conference's bank account shall bear two signatures, one of which must either be the treasurer's or the acting Board Chairman. Additional signatories must be authorized by Conference Board action. Two signatories from the same household shall not be allowed.

(4) Transfer of Funds - All funds received by the Conference, whether from fees, gifts or otherwise, must be deposited into the Conference's checking account, from which all expenses and disbursements must be paid. All funds transferred in or out of the Conference's savings account must be transferred from or to the Conference's checking account.

(J) Solicit grants and contributions for the benefit of the athletes in VCYTC.

#### **Section 5.12 Board Limitations:**

(A) Recognition of the independent nature and individuality of the member clubs, the authority of the conference and it's board of directors shall be limited to matters regarding the organization of the member clubs for competition and those minimal rules and policies which are necessary for the conference existence and legal conduct.

(B) **The conference or it's board of directors shall not make rules or policies which affect a member club's financial matters. VCYTC shall have the right to audit a member clubs financial books only when such an audit is imposed on the conference by the IRS.**

(C) The conference is specifically prohibited from dictating or controlling in any matter the fees charged by member clubs to their members.

(D) The conference position is **not** to assess member clubs financial penalties for punitive reasons. If there is reason or cause for imposing financial penalties to a conference club, the cause must be validated and presented to the board before sanction or penalty is imposed.

(E) The conference shall not become involved in internal club matters, and shall not provide a court of appeal for internal club matters.

#### **ARTICLE 6. SALARY AND REIMBURSEMENT**

No conference board member including the chairman shall be paid for services performed. Reimbursement for expenses incurred on behalf of the conference may be paid from the treasury upon approval by the board.

#### **ARTICLE 7. PARLIAMENTARY AUTHORITY**

Meetings shall be conducted in accordance with Demeter's Manual of Parliamentary Law and Procedure (Current Edition).

**ARTICLE 8. MEMBER REMOVAL PROCEDURE**

Board members may be removed with or without cause by a 2/3 vote of the members present at any regular or special meeting.

**ARTICLE 9. AGE GROUP DESIGNATIONS**

The age group in which each an athlete competes (Historically) is based on the athlete's age as of January 1<sup>st</sup> of the competitive / calendar year. The age group divisions and their respective (Traditional) ages are shown below:

Gremlin.....	Age 7 and under
Bantam .....	Ages 8 and 9
Midget.....	Ages 10 and 11
Youth.....	Ages 12 and 13
Intermediate.....	Ages 14 and 15

**Note:** Although not endorsed by VCYTC board as a traditional practice, there are circumstances where a youth athlete may choose, based on ability or other physical parameters, to compete in the next (older) age group division.

Athlete participation in other than the traditional designated age group requires approval by the athlete parent and VCYTC club coaching staff.

**ARTICLE 10. ATHLETES COMPETING OUTSIDE VCYTC**

**Competition by athletes in VCYTC conference track meets and for the VCYTC Condors or independently in USA T&F or AAU meets is purely optional, and participation outside of VCYTC shall not be restricted with the following exception: Athletes may not compete for the VCYTC Condors in meets held on days conflicting with VCYTC meets without the approval of the board.**

**ARTICLE 11. AMENDMENT PROCEDURE**

Amendments to these by-laws may be made at any regular or special meeting by a 2/3 vote of the members present at any regular, special, or emergency meeting.

**ARTICLE 12. DISSOLUTION**

Upon the dissolution of VCYTC, the board of directors shall, after paying or making provisions for the payment of all of the liabilities of the organization, dispose of all the assets of the organization exclusively for the purpose of the organization in such a manner, or to such organization or organizations, organized and operated exclusively for charitable, educational, or scientific purposes as shall at the time qualify as exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or corresponding provision of any future United States Internal Revenue law), as the board of directors shall determine.

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

**NAME OF ORGANIZATION:** Camarillo Cougars Youth Football and Cheer

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>Bennett Gill</u>	<u>3796 Hedge Lane Camarillo CA 93012</u>	<u>805-215-2064</u>
Vice President	<u>Antonio Skeeters</u>	<u>300 Mike Loza Dr. #206 Camarillo CA 93012</u>	<u>805-946-4045</u>
Treasurer	<u>Vanessa Smith-Webster</u>	<u>3809 Gold Pond Dr. Camarillo CA 93012</u>	<u>805-3208407</u>
Secretary	<u>Tamara Brandlen</u>	<u>2616 Shalimar St. Camarillo CA 93010</u>	<u>818-822-5418</u>

Number of participants last year: Primary Season: 0 Secondary Season: 0  
 Projected number of participants in upcoming year: Primary Season: 225 Secondary Season: \_\_\_\_\_  
 What day and time are Board Meetings held? 1st Thursday following  
 Address where Board Meetings are held? Day: 1st Tuesday of the month Time: 7:30 PM  
 Are Board Members elected or appointed? All Meetings are currently on Zoom  
 When are new Board Members elected? Elected:  Appointed: \_\_\_\_\_  
 When are new Board Members installed? Month: December  
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:  
Due to COIVD-19 restrictions in 2020 the Cougars did not have a season. Going into the 2021 Season the Cougars have made changes to their board meeting schedule, using Zoom only meetings. We have instituted the current County and PVRPD guidelines for practices and will continue to comply with County, City, School District and PVRPD guidelines.

Please provide any comments for the PVRPD Board of Directors:  
The Cougars would like to thank the Recreation and Park District employees and especially the Board members who continue to support our efforts to provide and save an educational football and cheer experience for the youth of Camarillo.

**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@pvrpd.org](mailto:ldbinney@pvrpd.org)  
 Phone: (805) 482-1996

Submitted By: Bennett Gill

Signature: 