Conejo Valley Tourism Improvement District
Audit Committee Meeting

September 17, 2026 at 11:00am

Meeting Minutes

- **Call to Order – Treasurer Ashley Montgomery**
  - Committee Chair Ashley Montgomery called the meeting to order at 11:03pm.
- **Roll Call / Self-Introductions**
  - CVTID Director of Operations Josh Gray took the roll.
  - Committee Members present: Chair Ashley Montgomery, Committee Members Tony Conte (Courtyard by Marriott Thousand Oaks) and Rob Kravitz (Sheraton Agoura Hills).
  - Others Present: Danielle Borja, Josh Gray, and Eric Hunzeker (Greater Conejo Valley Chamber of Commerce); Daniel Yancey (Palm Garden Hotel); Mike Farrell (Auditor - Decker, Farrell & McCoy, LLP).
  - A quorum was established.
- **Action Item: Approval of the Agenda for the September 17, 2026 Meeting**
  - Motion to approve the meeting agenda for September 17, 2026 by Rob Kravitz (Sheraton) and seconded by Tony Conte (Courtyard by Marriott Thousand Oaks).
  - No public comment on this item.
  - YES: Rob Kravitz, Tony Conte, Ashley Montgomery
  - NO: none.
  - Abstain: none.
  - With a roll call vote of 3-0 the motion was approved.
- **Public Comments**
  - There were no public comments for items not on the agenda.
- **Action Item: Approval of the Selection of Decker, Farrell & McCoy, LLP as the 2026 CVTID Auditor**

- Motion to approve the Selection of Decker, Farrell & McCoy, LLP as the 2026 CVTID Auditor by Rob Kravitz (Sheraton) and seconded by Tony Conte (Courtyard by Marriott Thousand Oaks).
- YES: Rob Kravitz, Tony Conte, Ashley Montgomery
- NO: none.
- Abstain: none.
- With a roll call vote of 3-0 the motion was approved.

- **Action Item: Approval of the CVTID Auditor Compensation**
  - Approved 2026 CVTID Budget Allocated in the range of $10,000-$12,500.
  - Motion to approve the CVTID Auditor Compensation by Rob Kravitz (Sheraton) and seconded by Tony Conte (Courtyard by Marriott Thousand Oaks).
  - YES: Rob Kravitz, Tony Conte, Ashley Montgomery
  - NO: none.
  - Abstain: none.
  - With a roll call vote of 3-0 the motion was approved.
- **2026 Audit Presentation**
  - Mike Farrell of Decker, Farrell & McCoy, LLP presented the Audit report for 2025. The Auditor (Mike Farrell) reported a clean bill of health for the CVTID. Recommended holding off the closing of books instead of December into January or February to capture any late payments in each fiscal year.
- **Action Item: To recommend to the CVTID Board of Directors approval of the 2026 Conejo Valley Tourism Improvement District Revised Audit**
  - Motion to recommend to the CVTID Board of Directors approval of the 2026 Conejo Valley Tourism Improvement District Audit Revised Draft by Tony Conte (Courtyard by Marriott Thousand Oaks) and seconded by Rob Kravitz (Sheraton).
  - YES: Rob Kravitz, Tony Conte, Ashley Montgomery
  - NO: none.
  - Abstain: none.
  - With a roll call vote of 3-0 the motion was approved.
- **Adjourn**

- The meeting was adjourned at 11:26 am.