

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

445



**FROM:** Department of Public Social Services/Riverside County Children and Families Commission

**SUBMITTAL DATE:**  
December 22, 2009

**SUBJECT:** Fiscal Year 2009/2010 Annual Budget of the Riverside County Children and Families Commission

**RECOMMENDED MOTION:** That the Board of Supervisors receive and file the FY 2009/2010 Annual Budget of the Riverside County Children and Families Commission.

**BACKGROUND:** The Riverside County Children and Families Commission (RCCFC) was established by this Board in the adoption of Ordinance 784, enacted on January 22, 1999. The Commission implements the provisions of Proposition 10, which provides tobacco tax funds to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development and to ensure that children are ready to enter school.

The Fiscal Year 2009/2010 Annual Budget was approved by the Commission on May 27, 2009. Ordinance 784 requires the annual budget be submitted to the Board of Supervisors for review and comment. The 2008-9 independent audit highlighted the need to present RCCFC's budget to the Board of Supervisors for review and comment. Management has implemented a reminder system to ensure that this is accomplished in a more timely manner in the future.

*Susan Loew*

Susan Loew, Director,  
Department of Public Social Services

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ 0	For Fiscal Year:	N/A

<b>SOURCE OF FUNDS:</b>	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:**

APPROVE

BY: *Debra Cournoyer*  
Debra Cournoyer

**County Executive Office Signature**

FORM APPROVED COUNTY COUNSEL  
12/9/09  
DATE  
BY: TIFFANY N. NORTH  
Departmental Concurrence

Dep't Recomm.:  Consent  Policy

Per Exec. Ofc.:  Consent  Policy

Prev. Agn. Ref.: | District: | Agenda Number:

2.9

1 Riverside County Children and Families Commission

2 Resolution 09-30:

3  
4 ADOPTING THE ANNUAL BUDGET OF THE RIVERSIDE COUNTY CHILDREN AND  
5 FAMILIES COMMISSION FOR FISCAL YEAR 2009/2010  
6

7 **WHEREAS**, it is deemed necessary, desirable and prudent by the Executive Director that the Fiscal  
8 Year 2009-2010 Budget for the Riverside County Children and Families Commission be approved; and,

9 **WHEREAS**, a copy of the budget is attached hereto, and the Secretary of the Riverside County  
10 Children and Families Commission shall maintain the final budget; now, therefore,

11 **BE IT RESOLVED, DETERMINED AND ORDERED** by the Riverside County Children and  
12 Families Commission, at its regular meeting, assembled on Wednesday, May 27, 2009, that the Fiscal Year  
13 2009-2010 Budget of the Riverside County Children and Families Commission, as attached hereto, is  
14 adopted; and,

15 **WHEREAS**, it is deemed necessary, desirable and prudent by the Riverside County Children and  
16 Families Commission, at its regular meeting, assembled on Wednesday, May 27, 2009, that the  
17 Sustainability Fund is to be reduced by \$10,000,000.00 (ten million dollars) and made available for  
18 allocation, the specific use to be determined by the Commission at a future time; now, therefore,

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**Resolution 09-30**  
**Riverside County Children and Families Commission**

FORM APPROVED COUNTY COUNSEL  
BY:  12/16/09  
TIFFANY N. NORTH DATE

1           **BE IT FURTHER RESOLVED, DETERMINED AND ORDERED** by the Riverside County  
2 Children and Families Commission that the Executive Director is authorized to execute the redirection of  
3 Sustainability Funds, in an amount not to exceed \$10,000,000.00 (ten million dollars), to an undesignated  
4 fund, without requiring further authorization of the Commission.

5  
6 State of California)

7 County of Riverside)

8           I, Lynn M. Stephens, Commission Secretary of the Riverside County Children and Families  
9 Commission, do hereby certify that the Riverside County Children and Families Commission took the  
10 following votes on this resolution, and did duly and regularly adopt the foregoing resolution.

11 Ayes: 6 (Loew, Beasley, Carrillo, Frykman, Hoffman, Stone)

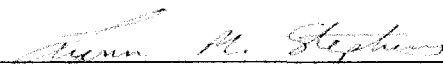
12 Noes: 0

13 Conflict/Abstain: 0

14 Absent: 2 (Wengerd, Oltean)

15 Vacant: 1 (District 4)

16 Date: May 27, 2009

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\_\_\_\_\_  
Lynn M. Stephens, Commission Secretary

# DRAFT

## 2009/2010 FISCAL YEAR BUDGET

DESCRIPTION	ACCOUNT	ACTUAL REVENUES FOR FISCAL YEAR 2007/2008	APPROVED BUDGET FOR FISCAL YEAR 2008/2009	PROJECTED REVENUES THRU 06/30/09	DIFFERENCE PROJECTED/ BUDGETED	YEAR TO DATE REVENUES THRU 04/30/09	PROPOSED BUDGET FOR FISCAL YEAR 2008/2010
Interest-Invested Funds	740020	\$2,544,546.77	\$1,500,000.00	\$1,400,000.00	(\$100,000.00)	\$637,762.88	\$1,298,862.00
Healthy Kids (State)	751610 81320	\$367,322.90	\$500,000.00	\$390,000.00	(\$110,000.00)	\$0.00	\$250,000.00
Retention Incentives (CARES)	751630 81200	\$566,387.64	\$566,250.00	\$566,250.00	\$0.00	(\$31,570.00)	\$113,000.00
Special Needs (State)	751650 81700	\$234,715.00	\$250,000.00	\$250,000.00	\$0.00	\$125,000.00	\$0.00
CA-Tobacco Tax Prop 10	754000	\$25,404,439.00	\$24,000,000.00	\$25,399,691.00	\$1,399,691.00	\$19,049,768.00	\$23,977,233.00
School Readiness (State)	755700 81600	\$1,971,177.25	\$2,162,206.00	\$2,162,206.00	\$0.00	(\$9,618.28)	\$2,487,957.00
Other Misc Revenue	781360	\$4,431.00	\$0.00	\$12,000.00	\$12,000.00	\$0.00	\$5,000.00
Other Misc Revenue (RCCCC)	781360	\$98,564.43	\$87,000.00	\$95,879.00	\$2,879.00	\$44,936.39	\$90,000.00
Other Misc Revenue (AmeriCorps)	781360 81100	\$66,359.13	\$64,000.00	\$53,691.00	(\$10,409.00)	\$0.00	\$32,000.00
Other Misc Revenue (Packard)	781851	\$98,125.00	\$65,000.00	\$65,000.00	\$0.00	\$65,000.00	\$65,000.00
<b>TOTAL REVENUES</b>	<b>10</b>	<b>\$31,358,688.12</b>	<b>\$28,184,456.00</b>	<b>\$30,368,617.00</b>	<b>\$1,184,161.00</b>	<b>\$20,080,891.82</b>	<b>\$28,319,052.00</b>

Business Unit = CFARC / DeptID = 938001 / Fund = 51475

DESCRIPTION	ACCOUNT	ACTUAL EXPENDITURES FOR FISCAL YEAR 2007/2008	APPROVED BUDGET FOR FISCAL YEAR 2008/2009	PROJECTED EXPENDITURES THRU 06/30/09	DIFFERENCE PROJECTED/ BUDGETED	YEAR TO DATE EXPENDITURES THRU 04/30/09	PROPOSED BUDGET FOR FISCAL YEAR 2008/2010
Regular Salaries	510040	\$1,524,370.52	\$1,795,933.00	\$1,624,778.00	(\$171,218.00)	\$1,288,928.14	\$1,900,171.00
Payoff Permanent	510290	\$43,929.91	\$30,000.00	\$2,013.00	(\$27,987.00)	\$2,012.73	\$2,000.00
Temporary Salaries	510320	\$94,354.05	\$90,000.00	\$140,328.00	\$90,328.00	\$128,041.67	\$80,000.00
<b>Overtime</b>	<b>510420</b>	<b>\$1,598.37</b>	<b>\$5,000.00</b>	<b>\$800.00</b>	<b>(\$4,200.00)</b>	<b>\$661.77</b>	<b>\$2,000.00</b>
Overtime Holiday	510421	\$0.00	\$0.00	\$900.00	\$900.00	\$815.98	\$1,000.00
Administrative Leave	510440	\$4,235.73	\$8,500.00	\$19,000.00	\$10,500.00	\$16,307.22	\$18,000.00
Bilingual Pay	510520	\$2,864.65	\$4,000.00	\$3,694.00	(\$306.00)	\$2,842.22	\$4,698.00
Shift Differential	510620	\$9.84	\$100.00	\$10.00	(\$90.00)	\$5.85	\$100.00
Holiday Pay	510700	\$0.00	\$0.00	\$50.00	\$50.00	\$47.71	\$100.00
Retirement - Misc	513000	\$266,945.83	\$257,448.00	\$290,159.00	\$32,711.00	\$230,072.24	\$283,336.00
Retirement Debt Svc - Misc	513001	\$65,271.78	\$88,290.00	\$51,409.00	(\$36,881.00)	\$40,780.32	\$58,822.00
Social Security	513120	\$94,438.21	\$111,382.00	\$98,759.00	(\$12,623.00)	\$77,996.95	\$113,967.00
Medicare Tax	513140	\$22,835.96	\$26,042.00	\$24,296.00	(\$1,746.00)	\$19,299.58	\$26,654.00
Flex Benefit Plan	513190	\$168,204.60	\$229,198.00	\$207,197.00	(\$21,998.00)	\$180,382.88	\$241,902.00
Life Insurance	515100	\$2,969.36	\$3,360.00	\$2,123.00	(\$1,237.00)	\$1,657.15	\$2,360.00
Long Term Disability	515120	\$10,325.88	\$12,875.00	\$10,443.00	(\$2,432.00)	\$8,235.50	\$10,232.00
Supplemental Life	515140	\$5.15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Optical Insurance	515160	\$1,499.90	\$1,587.00	\$1,626.00	(\$87.00)	\$1,201.68	\$1,888.00
Retiree Health Ins	515200	\$2,210.38	\$2,500.00	\$2,310.00	(\$190.00)	\$1,698.16	\$2,500.00
Short Term Disability	515220	\$3,004.98	\$4,908.00	\$3,171.00	(\$1,737.00)	\$2,544.32	\$5,210.00
Unemployment Insurance	515290	\$3,569.60	\$4,006.00	\$6,059.33	\$2,053.33	\$4,961.11	\$8,199.00
Workers Comp Insurance	517000	\$12,690.00	\$13,522.00	\$9,890.00	(\$3,632.00)	\$2,245.00	\$10,000.00
Deferred Comp	518000	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Def Comp Ben Mgmt & Conf	518010	\$11,945.00	\$12,000.00	\$12,440.00	\$440.00	\$9,990.00	\$12,000.00
Flexible Spending Account Fees	518020	\$0.00	\$0.00	\$77.40	\$77.40	\$48.00	\$200.00
LUNA Pension Plan	518060	\$1,103.14	\$1,344.00	\$998.00	(\$346.00)	\$802.40	\$1,344.00
SEIU Pension Plan	518120	\$1,896.44	\$2,498.00	\$2,052.00	(\$446.00)	\$1,991.49	\$2,498.00
SEIU Training	518140	\$225.27	\$135.00	\$238.00	(\$103.00)	\$187.68	\$250.00
LIUNA Health & Safety	518150	\$110.34	\$110.34	\$100.00	(\$10.34)	\$80.28	\$135.00
<b>Insurance</b>	<b>520930</b>	<b>\$6,789.77</b>	<b>\$7,000.00</b>	<b>\$7,405.00</b>	<b>\$405.00</b>	<b>\$7,404.68</b>	<b>\$7,500.00</b>
Maintenance Expenses	521590	\$64,777.03	\$55,700.00	\$32,500.00	(\$23,200.00)	\$21,650.88	\$38,000.00
Miscellaneous Expenses	523230	\$5,981.04	\$5,100.00	\$1,800.00	(\$3,300.00)	\$1,486.89	\$4,000.00
Special Events	523270	\$14,330.34	\$113,500.00	\$18,500.00	(\$95,000.00)	\$11,185.84	\$133,500.00
Administrative Expenses	523350	\$74,859.06	\$75,000.00	\$32,000.00	(\$43,000.00)	\$6,748.83	\$40,215.00
Non-capitalized equipment	523680	\$0.00	\$50,500.00	\$40,500.00	(\$10,000.00)	\$36,275.84	\$14,000.00
Office Expenses	523700	\$65,058.07	\$87,500.00	\$104,500.00	\$17,000.00	\$86,926.11	\$96,700.00
Printing	523800	\$17,630.91	\$111,000.00	\$39,000.00	(\$72,000.00)	\$32,370.83	\$96,750.00
Annual Audit	524560	\$38,234.02	\$35,000.00	\$31,500.00	(\$3,500.00)	\$15,900.00	\$16,000.00
Legal Services	525020	\$27,441.88	\$45,000.00	\$33,500.00	(\$11,500.00)	\$22,898.80	\$60,000.00
Personal Services	525140	\$23,663.00	\$25,000.00	\$22,102.00	(\$2,898.00)	\$22,102.00	\$25,000.00
Oasis Financials - HR	525300	\$22,339.50	\$13,000.00	\$12,750.00	(\$250.00)	\$10,545.57	\$28,000.00
Professional Services	525440	\$295,378.46	\$518,000.00	\$300,000.00	(\$218,000.00)	\$193,869.60	\$352,000.00
Public Information	526420	\$1,428.26	\$57,350.00	\$45,000.00	(\$12,350.00)	\$17,671.77	\$64,800.00
Rent - Lease Buildings	526700	\$246,083.40	\$251,100.00	\$260,350.00	(\$750.00)	\$207,976.75	\$255,000.00
Special Program Expense	527780	\$45,000.00	\$327,000.00	\$413,000.00	\$86,000.00	\$271,648.15	\$280,000.00
Contracts *	527980	\$164,922.55	\$183,712.00	\$141,000.00	(\$42,712.00)	\$89,615.51	\$0.00
Contracts - AmeriCorps	527980 81100	\$202,811.06	\$125,534.00	\$180,000.00	(\$35,534.00)	\$121,403.96	\$91,935.00
Contracts - CARES (Local) *	527980 81150	\$600,000.00	\$600,000.00	\$600,000.00	\$0.00	\$210,142.00	\$2,173,532.00
Contracts - CARES (State)	527980 81200	\$566,280.00	\$566,250.00	\$566,250.00	\$0.00	\$210,142.00	\$113,000.00
Contracts - Evaluation *	527980 81250	\$288,468.56	\$284,175.00	\$284,175.00	\$0.00	\$243,899.28	\$263,900.00
Contracts - Healthy Kids (Local) *	527980 81300	\$367,286.90	\$2,000,000.00	\$2,000,000.00	\$0.00	\$708,026.10	\$2,000,000.00
Contracts - Healthy Kids (State)	527980 81320	\$2,223,593.20	\$500,000.00	\$500,000.00	\$0.00	\$0.00	\$250,000.00
Contracts - Operational	527980 81400	\$13,123,524.86	\$20,171,090.00	\$14,750,000.00	(\$5,421,090.00)	\$13,002,671.88	\$19,944,700.00
Contracts - Preschool for All	527980 81460	\$0.00	\$359,911.00	\$128,000.00	(\$411,911.00)	\$96,000.00	\$89,500.00
Contracts - School Readiness (Local) *	527980 81550	\$1,387,838.32	\$2,040,708.00	\$2,040,708.00	\$0.00	\$1,438,808.00	\$2,528,699.00
Contracts - School Readiness (State)	527980 81600	\$2,435,467.03	\$2,162,206.00	\$2,162,206.00	\$0.00	\$2,072,202.15	\$2,487,957.00
Contracts - Special Needs (Local) *	527980 81650	\$250,000.00	\$250,000.00	\$250,000.00	\$0.00	\$236,560.50	\$500,000.00
Contracts - Special Needs (State)	527980 81700	\$250,000.00	\$250,000.00	\$250,000.00	\$0.00	\$236,560.50	\$0.00
Conference - Training - Registration	528140	\$4,793.00	\$9,250.00	\$4,872.00	(\$4,378.00)	\$4,060.00	\$6,000.00
Car Pool Expense	528920	\$10,982.20	\$12,000.00	\$3,000.00	(\$9,000.00)	\$2,191.98	\$5,000.00
Conference - Training - Travel	529000	\$19,813.95	\$25,000.00	\$17,000.00	(\$8,000.00)	\$12,682.98	\$12,500.00
Private Mileage Reimbursement	529040	\$18,232.04	\$18,000.00	\$23,000.00	\$5,000.00	\$17,746.93	\$23,000.00
Utilities	529540	\$85,913.50	\$75,000.00	\$86,332.00	\$11,332.00	\$84,748.87	\$90,700.00
<b>Contingencies</b>	<b>581000</b>	<b>\$0.00</b>	<b>\$50,000.00</b>	<b>\$0.00</b>	<b>(\$50,000.00)</b>	<b>\$0.00</b>	<b>\$50,000.00</b>
<b>TOTAL EXPENDITURES</b>	<b>81</b>	<b>\$25,308,990.82</b>	<b>\$34,374,488.00</b>	<b>\$27,865,767.73</b>	<b>(\$6,508,720.27)</b>	<b>\$21,733,881.72</b>	<b>\$35,862,070.00</b>

NET INCOME/(LOSS) TO FUND BALANCE	\$6,047,077.30	(\$5,180,032.00)	\$2,522,849.27	\$7,702,881.27	(\$1,652,989.80)	(\$7,343,018.00)
AMOUNT FROM RESTRICTED FUNDS *	\$1,680,678.01	\$3,297,887.00	\$3,255,175.00	(\$42,712.00)	\$1,488,043.38	\$4,937,432.00
AMOUNT FROM PY MENTAL HEALTH INITIATIVE ALLOCATION	\$0.00	\$775,985.00	\$775,985.00	\$0.00	\$0.00	\$1,099,958.00
AMOUNT FROM PFA INITIATIVE	\$0.00	(\$69,956.00)	(\$69,956.00)	\$0.00	\$0.00	\$439,961.00
AMOUNT FROM PY CAPACITY BUILDING INITIATIVE	\$0.00	\$299,701.00	\$0.00	\$0.00	\$0.00	\$69,406.00
AMOUNT FROM SCHOOL READINESS ENCUMBRANCE	\$0.00	\$0.00	\$2,040,706.00	\$0.00	\$1,438,808.00	\$0.00
AMOUNT FROM 10% SET ASIDE ALLOCATION	(\$2,256,349.00)	\$3,644,131.00	\$1,387,264.00	\$0.00	\$0.00	\$3,145,916.00
<b>BALANCE</b>	<b>\$5,471,406.31</b>	<b>\$2,767,716.00</b>	<b>\$9,912,023.27</b>	<b>\$7,660,169.27</b>	<b>\$1,273,859.58</b>	<b>\$2,349,657.00</b>

\* Note: Denotes funds that have been restricted in revised Resolution 06-04 dated January 23, 2006.  
\*\* Note: Denotes funds that have been designated from the remaining unexpended 18 month operational contracts.

Prepared By: Trudy A. Guthrie	Administration: 7.42%
Date Prepared: 05/13/09	Evaluation: 1.39%
Date Printed: 05/22/09 Revised	Program: 90.93%
Time Printed: 1:18 PM	AB 109 Percentages: 96.75%