

FORM APPROVED COUNTY COUNSEL  
 BY: Patricia Munroe 5/24/13  
 DATE

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

813



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

**SUBMITTAL DATE:**  
 June 4, 2013

**SUBJECT:** Fiscal Year 2013/2014 Annual Budget of the Riverside County Children and Families Commission

**RECOMMENDED MOTION:** That the Board of Supervisors receive and file the FY 2013/2014 Annual Budget of the Riverside County Children and Families Commission.

**BACKGROUND:** The Riverside County Children and Families Commission (RCCFC) was established by this Board with the adoption of Ordinance No. 784, enacted on January 22, 1999 and reorganized by this Board with the adoption of Ordinance No. 784.9 enacted on June 9, 2009. The RCCFC 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.

Ordinance No. 784 requires the annual budget be submitted to the Board of Supervisors for review and comment. The Fiscal Year 2013/2014 Annual Budget was approved by the RCCFC on May 8, 2013.

(Continued)

Susan Loew  
 Susan Loew, Director

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	NA
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2012/2013

<b>SOURCE OF FUNDS:</b> Proposition 10 Tobacco Tax revenue	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**

- Consent
- Policy
- Consent
- Policy

Dep't Recomm.:  
 Per Exec. Ofc.:

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

3013 JUN 11 AM 5:22  
 RECEIVED PUBLIC SAFETY DIVISION

3-51

**Subject: Fiscal Year 2013/2014 Annual Budget of the Riverside County  
Children and Families Commission**

**BACKGROUND:** (Continued)

**History/background:**

- May 8, 2013: The Commission approved the current year annual budget (action item 13-11).

**Summary:**

The total approved budget is nearly \$32.5 million, and includes a 45.5% increase in funding for services for children and families. The budget projects total expenses exceeding current year revenues in the amount of \$11.2 million, with the balance coming from Fund Balance. This is consistent with the Commission's decision to utilize Fund Balance resources to supplement Proposition 10 allocations during the 5 year period ending 2015-16. The 2013-14 budget results in an administrative rate of 7.4%.

F5R fund balance is anticipated to be \$34 million at the end of FY 2013/14, with the entire amount designated for future program commitments, a long term commitment reserve, and a \$3 million facility reserve.

**FINANCIAL DATA:** 100% Proposition 10 Revenue.

**ATTACHMENTS:**

- Action Item 13-11: Approved Annual Budget of the Riverside County Children and Families Commission for Fiscal Year 2013/2014
- FY 2013/2014 Budget Detail

Digitally signed by Lynn M. Stephens  
DN: cn=Lynn M. Stephens, o=Commission  
Secretary, ou=F5R Commission,  
email=lstephens@rccfc.org, c=US  
Date: 2013.05.22 09:13:11 -07'00'

**Riverside County Children and Families Commission**  
**FISCAL YEAR 2013/2014 BUDGET - APPROVED 13-11 5/8/13**  
**Business Unit = CFARC / DeptID = 938001 / Fund = 25800**

	DESCRIPTION	ACCOUNT	PROGRAM	APPROVED BUDGET	MAR PROJECTIONS	PROPOSED BUDGET
				FOR FISCAL YEAR	THRU	FOR FISCAL YEAR
				2012/2013	06/30/13	2013/2014
1	<b>TOTAL REVENUES</b>	<b>7xxxxx</b>		\$ 22,018,673	\$ 22,363,673	\$ 21,307,700
2	<b>EXPENSES:</b>					
3	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>51xxxx</b>		\$ 2,316,131	\$ 2,267,385	\$ 2,405,463
4	<b>TOTAL OPERATING EXPENSES</b>	<b>52xxxx</b>		\$ 927,210	\$ 785,110	\$ 794,208
5	<b>CONTRACTS:</b>					
6	Professional Services - Quality Assessments	525440	80000	\$ 111,788	\$ 120,008	\$ 42,000
7	Professional Services - QRIS Training	525440	80000	34,000	34,000	-
8	Contracts - New Capacity for High Needs	527980	80000	657,670	657,670	-
9	Contracts - Other Health Access	527980	80000	(58,532)	(58,532)	-
10	Contracts - Maintain Health Services	527980	80000	(558)	(209,223)	-
11	Contracts - AmeriCorps	527980	81100	111,436	111,436	115,175
12	Contracts - Cares Plus (Local)	527980	81170	1,069,320	1,069,320	782,609
13	Contracts - Cares Plus (State)	527980	81220	356,440	356,440	260,870
14	Contracts - Evaluation	527980	81250	230,000	169,650	230,000
15	Contracts - Operational - ECE	527980	81400	7,365,886	6,505,286	6,943,563
16	Contracts - Operational - Quality Availability	527980	81400	850,000	-	6,200,000
17	Contracts - Operational - Quality Physical Settings	527980	81400	50,000	-	400,000
18	Contracts - Operational - Access & Quality Escuela	527980	81400	59,307	37,350	119,531
19	Contracts - Operational - Grandparents	527980	81400	152,493	123,229	330,104
20	Contracts - Operational - UCR QRIS TA	527980	81400	114,137	49,448	315,673
21	Contracts - Operational - AB99 Training	527980	81400	-	-	143,022
22	Contracts - Operational - HCP	527980	81400	6,421,394	4,974,798	7,669,794
23	Contracts - Operational - Medical School	527980	81400	380,693	37,187	1,488,085
24	Contracts - Mental Health Initiative	527980	81400	4,280,091	3,942,110	2,996,000
25	Contracts - Healthy Kids	527980	81400	845,000	493,286	845,000
26	Contracts - Preschool for All	527980	81460	701,600	564,614	-
27	Contracts - System Change and Capacity Building	527980	TBD	303,543	303,543	414,278
28	<b>TOTAL CONTRACTS</b>			\$ 24,035,708	\$ 19,281,620	\$ 29,295,704
29	<b>TOTAL EXPENDITURES</b>			\$ 27,279,049	\$ 22,334,115	\$ 32,495,375
30	<b>NET INCOME/(LOSS)</b>			\$ (5,260,376)	\$ 29,558	\$ (11,187,675)
31	<b>AMOUNTS FROM FUND BALANCE COMMITMENTS:</b>					
32	AMOUNT FROM QUALITY ASSESSMENTS			-	-	42,000
33	AMOUNT FROM NEW CAPACITY FOR HIGH NEEDS			657,670	657,670	-
34	AMOUNT FROM CARES PLUS (LOCAL)			-	-	487,248
35	AMOUNT FROM ECE AB99 QUALITY ASSESSMENT			-	8,220	-
36	AMOUNT FROM ECE AB99 QRIS TRAINING			-	34,000	-
37	AMOUNT FROM ECE AB99 HOME VISITATION			-	739,014	714,133
38	AMOUNT FROM ECE AB99 SPECIAL NEEDS			-	525,359	675,000
39	AMOUNT FROM ECE AB99 ECE TRAINING			-	-	143,022
40	AMOUNT FROM AQ ESCUELA			59,307	37,350	119,531
41	AMOUNT FROM GRANDPARENTS			-	-	300,840
42	AMOUNT FROM UCR QRIS TA			29,137	49,448	315,673
43	AMOUNT FROM HCP AB99 ASTHMA			-	415,574	499,771
44	AMOUNT FROM HCP AB99 BREASTFEEDING			-	479,998	537,836
45	AMOUNT FROM HCP AB99 ORAL HEALTH			-	884,593	1,022,151
46	AMOUNT FROM HCP AB99 TARGETED HOME VISITATION			-	330,000	528,265
47	AMOUNT FROM UCR MEDICAL SCHOOL			380,693	37,187	1,488,085
48	AMOUNT FROM MENTAL HEALTH INITIATIVE			4,280,091	3,793,640	495,971
49	AMOUNT FROM PFA INITIATIVE			701,600	564,614	-
50	AMOUNT FROM AB99 ALLOCATION - ECE			1,298,373	-	-
51	AMOUNT FROM AB99 ALLOCATION - HCP			2,110,165	-	-
52	AMOUNT FROM MENTAL HEALTH EXPANSION OF SERVICES			250,960	148,470	-
53	<b>TOTAL FROM FUND BALANCE RESERVES</b>			\$ 9,767,996	\$ 8,705,137	\$ 7,369,526
54	<b>ADJUSTED NET INCOME/(LOSS)</b>			\$ 4,507,620	\$ 8,734,696	\$ (3,818,149)
55	Beginning Fund Balance			\$ 45,147,248	\$ 45,147,248	\$ 45,176,806
56	Net Surplus/(Deficit)			\$ 4,507,620	\$ 8,734,696	\$ (3,818,149)
57	Net Change to Committed Fund Balance			\$ (9,767,996)	\$ (8,705,137)	\$ (7,369,526)
58	<b>Total Fund Balance</b>			\$ 39,886,872	\$ 45,176,806	\$ 33,989,131
59	Reserve for Long Term Commitment			\$ (18,186,033)	\$ (14,889,410)	\$ (21,663,583)
60	Reserve for Capital Reserve			\$ (3,000,000)	\$ (3,000,000)	\$ (3,000,000)
61	Reserve for AB99 Reallocation ECE for FY 13/14-15/16			\$ (4,672,078)	\$ (4,672,078)	\$ (3,182,415)
62	Reserve for AB99 Reallocation HCP for FY 13/14-15/16			\$ (4,764,790)	\$ (4,756,570)	\$ (2,667,159)
63	Reserve for Cares Plus (Local)			\$ -	\$ (1,461,744)	\$ (974,496)
64	Reserve for Mental Health Initiative			\$ -	\$ (495,971)	\$ -
65	Reserve for Access & Quality Escuela			\$ (382,403)	\$ (393,167)	\$ (251,679)
66	Reserve for Grandparents			\$ (832,727)	\$ (900,840)	\$ (600,000)
67	Reserve for UCR QRIS TA			\$ (565,863)	\$ (541,214)	\$ (251,020)
68	Reserve for PFA for UCR Medical School			\$ (4,619,307)	\$ (4,962,813)	\$ (3,504,915)
69	Reserve for 5 Year Financial Plan for FY 13/14-15/16			\$ (2,863,671)	\$ (9,102,999)	\$ 2,106,136
70	<b>Total Unassigned Fund Balance</b>			\$ -	\$ -	\$ -

Prepared By:  
Date Prepared:  
Date Printed:  
Time Printed:

Trudy A. Guthrie  
04/24/13  
05/21/13  
8:22 AM

<b>AB 109 Percentages</b>	
Administration	7.4%
Evaluation	1.4%
Program	91.2%
<b>Total</b>	<b>100.0%</b>



**Riverside County Children and Families Commission**  
**FISCAL YEAR 2013/2014 BUDGET - APPROVED 13-11 5/8/13**  
**Business Unit = CFARC / DeptID = 938001 / Fund = 25800**

	DESCRIPTION	ACCOUNT	PROGRAM	APPROVED BUDGET FOR FISCAL YEAR 2012/2013	MAR PROJECTIONS THRU 06/30/13	PROPOSED BUDGET FOR FISCAL YEAR 2013/2014
<b>REVENUES:</b>						
1	Interest-Invested Funds	740020		\$ 175,000	\$ 160,000	\$ 175,000
2	ST Surplus Monetary Inv Fund (SMIF)	740021		9,700	9,700	9,700
3	CA-Tobacco Tax Prop 10	754000		21,340,000	21,751,092	20,700,000
4	Child Signature Program	755680		105,000	50,500	105,000
5	School Readiness (State)	755760	81600	14,533	14,533	-
6	Cares Plus	755760	81220	356,440	356,440	300,000
7	Rebates & Refunds	781120		18,000	21,408	18,000
8	Other Misc Revenue	781360		-	-	-
9	<b>TOTAL REVENUES</b>			<b>\$ 22,018,673</b>	<b>\$ 22,363,673</b>	<b>\$ 21,307,700</b>
<b>EXPENSES:</b>						
11	Regular Salaries	510040		\$ 1,463,879	\$ 1,439,133	\$ 1,608,409
12	Payoff Permanent-Seasonal	510200		15,000	86	15,000
13	Temporary Salaries	510320		159,336	164,372	65,000
14	Overtime	510420		300	570	300
15	Overtime - Holiday	510421		-	205	-
16	Annual Leave Buydown	510440		18,000	18,000	18,000
17	Bilingual Pay	510520		4,365	5,213	4,680
18	Bonus Pay	510790		7,000	6,000	-
19	Retirement - Misc	513000		225,004	220,605	257,024
20	Retirement Debt Svc - Misc	513001		47,370	42,335	49,379
21	Social Security	513120		90,736	89,800	96,955
22	Medicare Tax	513140		22,114	21,894	23,322
23	Flex Benefit Plan	515040		203,804	200,269	210,899
24	Life Insurance	515100		1,548	1,519	1,759
25	Long Term Disability	515120		7,082	6,960	6,946
26	Optical Insurance	515160		1,197	1,155	1,216
27	Retiree Health Ins	515200		-	-	-
28	Short Term Disability	515220		4,303	4,217	4,987
29	Unemployment Insurance	515260		11,298	11,244	8,734
30	Workers Comp Insurance	517000		16,275	16,275	14,997
31	Def Comp Ben Mgmt & Conf	518010		9,409	9,098	9,100
32	Flexible Spending Account Fees	518020		314	314	384
33	LIUNA Pension Plan	518060		1,385	1,500	1,392
34	SEIU Pension Plan	518120		3,140	3,402	3,408
35	SEIU Training	518140		247	242	271
36	LIUNA Health & Safety	518150		83	83	84
37	Other Post Employment Benefits	518180		2,942	2,894	3,217
38	<b>TOTAL SALARIES &amp; BENEFITS</b>			<b>\$ 2,316,131</b>	<b>\$ 2,267,385</b>	<b>\$ 2,405,463</b>
39	Communications	520200		\$ 20,800	\$ 20,800	\$ 17,925
40	Telephone Services	520320		600	600	600
41	Insurance - Liability	520930		8,367	8,367	8,380
42	Maint - Other	521560		114,369	103,369	123,907
43	Miscellaneous Expenses	523230		3,700	3,325	3,700
44	Special Events	523270		30,000	30,000	30,000
45	Administrative Expenses	523350		41,705	39,183	39,692
46	Office Equipment Non Fixed Asset	523680		44,400	44,400	33,500
47	Office Supplies	523700		33,600	33,600	28,260
48	Printing/Binding	523800		54,900	41,900	45,350
49	Administrative Support-Indir	524520		25,000	25,000	25,000
50	Auditing and Accounting	524560		26,900	26,900	28,900
51	Payroll Services	524561		5,841	5,841	3,000
52	County Counsel	524700		60,000	30,500	40,000
53	Legal Services	525020		4,000	3,250	5,000
54	Personnel Services	525140		14,146	14,146	12,276
55	Oasis Processing-Financials	525300		15,000	8,000	7,000
56	Oasis Processing-HRMS	525310		6,432	5,432	2,952
57	RMAP Services	525330		2,100	2,020	2,100
58	Professional Services	525440		85,800	51,686	47,000
59	Arbitration Services	525480		-	-	6,000
60	Advertising	526420		60,200	35,200	53,000
61	Rent - Lease Buildings	526700		145,680	145,680	151,736
62	Special Program Expense	527780		25,000	25,000	-
63	Conference/Registration Fees	528140		14,350	11,150	12,200
64	Car Pool Expense	528920		3,000	674	1,030
65	Miscellaneous Travel Expense	529000		33,527	33,527	28,500
66	Private Mileage Reimbursement	529040		22,793	10,560	12,200
67	Utilities	529540		25,000	25,000	25,000
68	<b>TOTAL OPERATING EXPENSES</b>			<b>\$ 927,210</b>	<b>\$ 785,110</b>	<b>\$ 794,208</b>
69	Professional Services - Quality Assessments	525440	80000	\$ 111,788	\$ 120,008	\$ 42,000
70	Professional Services - QRIS Training	525440	80000	34,000	34,000	-
71	Contracts - New Capacity for High Needs	527980	80000	657,670	657,670	-
72	Contracts - Other Health Access	527980	80000	(58,532)	(58,532)	-
73	Contracts - Maintain Health Services	527980	80000	(558)	(209,223)	-
74	Contracts - AmeriCorps	527980	81100	111,436	111,436	115,175
75	Contracts - Cares Plus (Local)	527980	81170	1,069,320	1,069,320	782,609
76	Contracts - Cares Plus (State)	527980	81220	356,440	356,440	260,870
77	Contracts - Evaluation	527980	81250	230,000	169,650	230,000
78	Contracts - Operational - ECE	527980	81400	7,365,886	6,505,286	6,943,563
79	Contracts - Operational - Quality Availability	527980	81400	850,000	-	6,200,000
80	Contracts - Operational - Quality Physical Settings	527980	81400	50,000	-	400,000
81	Contracts - Operational - Access & Quality Escuela	527980	81400	59,307	37,350	119,531
82	Contracts - Operational - Grandparents	527980	81400	152,493	123,229	330,104
83	Contracts - Operational - UCR QRIS TA	527980	81400	114,137	49,448	315,673
84	Contracts - Operational - AB99 Training	527980	81400	-	-	143,022
85	Contracts - Operational - HCP	527980	81400	6,421,394	4,974,798	7,669,794
86	Contracts - Operational - Medical School	527980	81400	380,693	37,187	1,488,085
87	Contracts - Mental Health Initiative	527980	81400	4,280,091	3,942,110	2,996,000
88	Contracts - Healthy Kids	527980	81400	845,000	493,286	845,000
89	Contracts - Preschool for All	527980	81460	701,600	564,614	-
90	Contracts - System Change and Capacity Building	527980	TBD	303,543	303,543	414,278
91	<b>TOTAL CONTRACTS</b>			<b>\$ 24,035,708</b>	<b>\$ 19,281,620</b>	<b>\$ 29,295,704</b>
92	<b>TOTAL EXPENDITURES</b>			<b>\$ 27,279,049</b>	<b>\$ 22,334,115</b>	<b>\$ 32,495,375</b>
93	<b>NET INCOME/(LOSS)</b>			<b>\$ (5,260,376)</b>	<b>\$ 29,558</b>	<b>\$ (11,187,675)</b>

**Riverside County Children and Families Commission**  
**FISCAL YEAR 2013/2014 BUDGET - APPROVED 13-11 5/8/13**  
**Business Unit = CFARC / DeptID = 938001 / Fund = 25800**

DESCRIPTION	ACCOUNT	PROGRAM	APPROVED BUDGET FOR FISCAL YEAR 2012/2013	MAR PROJECTIONS THRU 06/30/13	PROPOSED BUDGET FOR FISCAL YEAR 2013/2014
<b>REVENUES:</b>					
<b>AMOUNTS FROM FUND BALANCE COMMITMENTS:</b>					
94			-	-	42,000
95			-	-	-
96			657,670	657,670	-
97			-	-	487,248
98			-	8,220	-
99			-	34,000	-
100			-	739,014	714,133
101			-	525,359	675,000
102			-	-	143,022
103			59,307	37,350	119,531
104			-	-	300,840
105			29,137	49,448	315,673
106			-	415,574	499,771
107			-	479,998	537,836
108			-	884,593	1,022,151
109			-	330,000	528,265
110			380,693	37,187	1,488,085
111			4,280,091	3,793,640	495,971
112			701,600	564,614	-
113			1,298,373	-	-
114			2,110,165	-	-
115			250,960	148,470	-
116			<b>\$ 9,767,996</b>	<b>\$ 8,705,137</b>	<b>\$ 7,369,526</b>
117			<b>\$ 4,507,620</b>	<b>\$ 8,734,695</b>	<b>\$ (3,818,149)</b>
118			Beginning Fund Balance	\$ 45,147,248	\$ 45,176,806
119			Net Surplus/(Deficit)	\$ 4,507,620	\$ (3,818,149)
120			Net Change to Committed Fund Balance	\$ (9,767,996)	\$ (7,369,526)
121			Total Fund Balance	\$ 39,886,872	\$ 45,176,806
122			Reserve for Long Term Commitment	\$ (18,186,033)	\$ (21,663,583)
123			Reserve for Capital Reserve	\$ (3,000,000)	\$ (3,000,000)
124			Reserve for AB99 Reallocation ECE for FY 13/14-15/16	\$ (4,672,078)	\$ (3,182,415)
125			Reserve for AB99 Reallocation HCP for FY 13/14-15/16	\$ (4,764,790)	\$ (2,667,159)
125			Reserve for Cares Plus (Local)	\$ -	\$ (974,486)
126			Reserve for Mental Health Initiative	\$ -	\$ (495,971)
127			Reserve for Access & Quality Escuela	\$ (382,403)	\$ (393,167)
128			Reserve for Grandparents	\$ (832,727)	\$ (900,840)
129			Reserve for UCR QRIS TA	\$ (565,863)	\$ (541,214)
130			Reserve for PFA for UCR Medical School	\$ (4,819,307)	\$ (4,962,813)
131			Reserve for 5 Year Financial Plan for FY 13/14-15/16	\$ (2,863,671)	\$ (9,102,999)
132			Total Unassigned Fund Balance	\$ -	\$ -

Prepared By: Trudy A. Guthrie  
Date Prepared: 04/24/13  
Date Printed: 05/21/13  
Time Printed: 8:32 AM

<b>AB 109 Percentages</b>	
Administration	7.4%
Evaluation	1.4%
Program	91.2%
<b>Total</b>	<b>100.0%</b>