MINUTES
FIRST 5 RIVERSIDE COUNTY
Finance Subcommittee
May 6, 2025
11:45 AM
First 5 Riverside County
585 Technology Ct
Riverside, California 92507

Subcommittee Members Present: Zachary Ginder, Jose Campos, Jiles Smith

Subcommittee Members Absent: Kimberly Saruwatari

First 5 Riverside County Staff Present: Tammi Graham, Executive Director; Charna Widby, Assistant Director; Michael Knight, Deputy Director; Patricia Perez, Deputy Director; Lynn Stephens, Executive Assistant IV; Larissa Wills, Regional Manager; Martina Guevara, Commission Coordinator; Michael Avalos, Support Services Technician

Legal Counsel: Kristine Bell-Valdez, Supervising Deputy County Counsel

A. **Call to Order – Lynn Stephens, Executive Assistant IV**

B. **Public Comments (for items not listed on the agenda)**
None.

C. **Finance Subcommittee Business – Charna Widby, Assistant Director, and Patricia Perez, Deputy Director**

1. Approve First 5 Riverside County Draft Finance Subcommittee Meeting Minutes - December 12, 2024 Session

Commissioner Ginder moved to approve December 12, 2024 Finance Subcommittee Minutes. Commissioner Campos seconded the motion.
Absent:** Commissioner Saruwatari. **Motion carried unanimously.

2. Overview of FY25-26 Budget **–** Patricia Perez, Deputy Director

Presented by Patricia Perez
Numbers at a Glance (With ARPA)
Ms. Perez presented the infographic included in the County's budget book.

Budget Comparison – FY24/25 to FY25/26 Fund 25800
Ms. Perez clarified that the current year budgeted draw comes entirely from the committed fund balance. The proposed budget includes a $2 million draw from the committed fund balance. Ms. Graham added that the fund balance includes long-term investments previously approved by the Commission.

Subcommittee Member Campos requested clarification on the use of ARPA funds, particularly regarding deadlines and the risk of potential recapture. Ms. Graham explained that the ARPA funds have already been committed. Funds managed by other departments have been transferred accordingly. First 5 oversees the Jan Peterson project, which has broken ground and is scheduled for completion by December 2026.

FY 25/26 Budget Summary – Revenue

Ms. Perez presented graphs illustrating the revenue composition. Ms. Graham noted that a budget adjustment may be necessary to roll over unspent ARPA funds for the Jan Peterson project.

Budget Revenue Trends

Prop 10 to decline by 8% annually on average, and most ARPA funds will be expended in FY24/25.

Ms. Graham shared that First 5 is updating its long-term financial plan and will use it to support strategic planning and identify future funding sources, noting an anticipated 8%–11% decline in tobacco tax revenue. Subcommittee Member Campos reflected on the Commission's decade-long efforts to get funding into the community.

FY 25/26 Budget Summary – Expenditures

Ms. Perez presented the various expense categories, budgeted amounts for the current year, along with proposed amounts for FY 25/26. Ms. Graham noted countywide salary adjustments affected most positions, excluding the Executive Director role. The management group was the last group adjusted.

3. Overview and Discussion of First 5 CA Association Membership Dues **–** Charna Widby, Assistant Director

   Ms. Widby reviewed the revised dues formula adopted by the First 5 Association Board. The Association's schedule listed $81,160.80 in FY 2025–26 dues for Riverside County, compared with $50,000 under the prior-year schedule. Subcommittee members raised concerns about the increase and said the full membership had not voted on the change. Staff recommended budgeting $50,000 for membership dues in FY 2025–26

   Ms. Graham asked subcommittee members for any recommended edits to the annual budget presentation and highlights. Subcommittee Member Ginder appreciated the level of detail and noted no concerns with the template.

D. **Adjournment**: The meeting was adjourned at 12:39 p.m. to the next regular meeting of the Riverside County Children and Families Commission's Finance Subcommittee.

Meeting Minutes prepared by Lynn M. Stephens, Executive Assistant IV.

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