



AGENDA ITEM: 25-34

DATE OF MEETING: September 10, 2025

ACTION: ☒

INFORMATION: ☐

**APPROVE AND ADOPT THE REVISED
FISCAL YEAR 2025/2026 ANNUAL BUDGET AND VENDOR LIST OF
FIRST 5 RIVERSIDE COUNTY CHILDREN & FAMILIES COMMISSION**

SUMMARY OF REQUEST

Approve and adopt the revised FY 2025/2026 vendor list and the revised annual budget, recognizing adjustments to revenue and expenditures of unspent ARPA funds (25820) to complete construction of the Jan Peterson Child Day Care Center facility expansion project.

BACKGROUND

On May 14, 2025 (Action Item 25-25), the Commission approved the FY 2025/2026 annual budget and vendor list, which reflected an estimate of \$26,724,752 in revenues, inclusive of the \$250,000 ARPA fund (25820) revenues and \$31,656,754 total expenditures, inclusive of \$250,000 APRA fund (25820) expenditures.

On July 10, 2024 (Action Item 24-22), the Commission approved a \$1,000,000 ARPA fund increase to Contract No. CF21113 with Jan Peterson Child Day Care Center, Inc., bringing the total to \$2,405,650 to address increased construction costs.

As of the end of FY 2024/2025, all ARPA ECE Recovery Fund Wage Enhancement payments have been completed, and \$695,636 remains allocated for infrastructure expansion at the Jan Peterson Child Day Care Center.

BUDGET ADJUSTMENT SUMMARY

- Revenue and Expenditure Adjustments A net increase of \$445,636 in unexpended ARPA funds carried over from the prior fiscal year is allocated for infrastructure expansion for the child care facility project in the current fiscal year.

RECOMMENDED ACTION

That the Commission:

1. Approve the revised FY 2025/2026 ARPA (25820) budget as proposed.
2. Authorize the Executive Director or Designee to:
 - a. Expend funds for the line items specified by a specific vendor under the Operational Expense section of this budget. Requests for purchases at or above the \$50,000 authority limit associated with these items are estimated below. Office reconfiguration projects will be commissioned from either vendor and will not exceed the total amount; and

Table A. Cumulative Vendor List

Cumulative Vendor – Description	Total
Action Item – 25-25	
First 5 Association – Membership Dues & Policy Fund	\$50,000
Total Plan and/or GM Business Interiors – Office Reconfigurations/Furniture	\$165,000
Absolute Security – Mecca FRC Security Guard Services	\$85,000
US Bank – County Credit Card and Travel Program Bank	\$100,000
Social Solutions Global, Inc. – A360 Licenses	\$100,000
Taborda Solutions, Inc. – Salesforce Licenses	\$123,234
Action Item – 25-XX	
SA Partners – Shingo Professional Training	\$60,000
Raising a Reader National – Early Literacy Affiliate Sites	\$75,000

3. Authorize the Executive Director or Designee to:
 - a. Expend funds for internal service fees, countywide cost allocation plan, and inter-departmental administrative and operational costs as set forth in the attached budget and per the Commission approved Contract and Procurement Policy (January 22, 2025).
 - b. Accept or reject interdepartmental transfers (journal entries) for ISF and county operational costs.

APPROP 2 – ISF & County Operational Costs 52xxx	\$1,369,524
---	-------------

- c. Execute documents, contracts, and amendments, including coordination of appropriate actions to expend funds in accordance with established Commission policy and as set forth in the attached budget.

ATTACHMENTS

1. FY 2025/2026 Revised Budget Summary ARPA Fund 25820
2. FY 2025/2026 Cumulative Vendor List