

**STANISLAUS COUNTY CHILDREN  
AND FAMILIES COMMISSION  
FINANCIAL STATEMENTS**

For The Year Ended  
June 30, 2008

STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION

Financial Statements  
For the Year Ended June 30, 2008

TABLE OF CONTENTS

|   |       |
|---|-------|
| Commission Membership   | i     |
| <u>Financial Section</u>  |       |
| Auditor's Report  | 1-2   |
| Management's Discussion and Analysis (Unaudited)  | 3-10  |
| Statement of Net Assets and Governmental Fund Balance   | 11    |
| Statement of Activities and Governmental Fund Revenues,<br>Expenditures and Changes in Fund Balance   | 12    |
| Statement of Revenues, Expenses and Changes in Fund Balance<br>Budget and Actual  | 13    |
| Notes to the Financial Statements   | 14-22 |
| <u>Compliance Section</u>   |       |
| Auditor's Report on Internal Control over Financial Reporting and on Compliance<br>and other Matters Based on an Audit of Financial Statements Performed in<br>Accordance with <i>Government Auditing Standards</i> | 23-24 |
| Auditor's Report on State Compliance  | 25-26 |
| <u>Supplementary Information</u>  |       |
| Statement of Revenues, Expenses and Changes in Fund Balance<br>Special Revenue Fund   | 27    |
| Schedule of Expenditures by Fund Source and Net Assets of CCFC Funds for<br>First 5 Programs and Activities   | 28    |

## STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION

### Commission Membership as of June 30, 2008

| <u>Name</u>            | <u>Position</u>  | <u>Date of Original Appt.</u> | <u>Current Term Expires</u> |
|------------------------|--|-------------------------------|-----------------------------|
| Vicki Bauman           | School Representative  | June 2005                     | August 2010                 |
| David Cooper           | Community Representative   | September 2006                | August 2009                 |
| Denise Hunt            | Director, Behavioral Health<br>and Recovery Services<br>Vice Chair | February 2006                 | Permanent                   |
| Mary Ann Lee           | Director, Health Services<br>Agency                                | November 2007                 | Permanent                   |
| Dick Monteith          | Board of Supervisors   | January 2007                  | December 2008               |
| Nelly Paredes-Walsborn | Community Representative   | September 2004                | August 2010                 |
| George Skol            | Community Representative   | June 2002                     | August 2008                 |
| Dan Souza              | Community Representative<br>Chair                                  | July 2005                     | August 2008                 |
| John Walker, MD        | Health Officer   | November 2000                 | Permanent                   |

## **FINANCIAL SECTION**



**AUDITOR-CONTROLLER**

**Larry D. Haugh**  
Auditor - Controller

1010 10<sup>th</sup> Street, Suite 5100, Modesto, CA 95354  
P O Box 770, Modesto, CA 95353-0770  
Phone: 209.525.6398 Fax: 209.525.6487

**AUDITOR'S REPORT**

To the Board of Commissioners of the  
Stanislaus County Children and Families Commission  
Modesto, California

We have audited the accompanying financial statements of the governmental activities of Stanislaus County Children and Families Commission, component unit of Stanislaus County, as of and for the year ended June 30, 2008, which collectively comprise the Commission's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Stanislaus County Children and Families Commission's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

As required by various statutes within the California Government Code, County Auditor-Controllers are mandated to perform certain accounting, auditing and financial reporting functions. These activities, in themselves, necessarily impair Government Auditing Standards independence standards. Specifically, "auditors should not audit their own work or provide non audit services in situations where the amounts or services involved are significant and/or material to the subject matter of the audit."

Although the Auditor-Controller is statutorily obligated to maintain the accounts of departments, districts or funds that are contained within the County Treasury, we believe that adequate safeguards and divisions of responsibility exist. Therefore, we believe that subject to this qualification and disclosure, the reader can rely on the auditor's opinion contained in this report.

In our opinion, except for the effect, if any, of the impairment to auditor independence as noted above, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the Stanislaus County Children and Families Commission, as of June 30, 2008, and the respective changes in financial position thereof and the respective budgetary comparison for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 9, 2008, on our consideration of the Stanislaus County Children and Families Commission's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and important for assessing the results of our audit.

The management's discussion and analysis on pages 3 through 10 is not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Stanislaus County Children and Families Commission's basic financial statements. The commission membership and summary schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.



Lauren Klein  
Certified Public Accountant  
Internal Audit Division Manager  
County of Stanislaus  
Modesto, California

September 9, 2008

# STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION

Management's Discussion and Analysis (Unaudited)  
June 30, 2008

This section of the Stanislaus County Children and Families Commission annual financial report presents management's discussion and analysis of the Commission's financial performance for the fiscal year ended June 30, 2008. It is important to read this section in conjunction with the financial statements and notes in this audit.

## FISCAL YEAR 2007-2008 FINANCIAL HIGHLIGHTS

During the 2007-2008 fiscal year, the Commission completed its 9th year of operations. As the Commission expended funds to implement its strategic plan, it also continued to implement a plan to spend down a reserve accumulated as a result of provisions of law that, early in the Commission's existence, prevented expenditures from being made (adoption of a strategic plan before making expenditures, for example). Consequently, the highlights of the 2007-2008 fiscal year tend to reflect these efforts:

- Total revenues increased approximately \$360,000 from 2007 to 2008 primarily due to an increase in the amount of tobacco taxes collected by the State of California on Stanislaus County's behalf.
- Commission expenditures increased approximately \$290,000 in fiscal year ending 2008 due to contractors utilizing a greater amount of their allocation.
- Contractors used a greater percentage of allocated funds in the fiscal year ending 2008, expending approximately 86% of their aggregate allocation.
- As planned, the Commission's fund balance decreased approximately \$720,000 from 2007 to 2008.

## OVERVIEW OF THE FINANCIAL STATEMENTS

This annual financial report consists of two parts:

- Basic financial statements, including government-wide and fund statements and notes to those statements.
- This discussion and analysis of the basic financial statements.

The Commission's financial statements offer key, high-level financial information about its activities.

### Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Commission's finances in a manner similar to a private sector business. These statements provide both long-term and short-term information about the Commission's overall financial status.

## STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION

Management's Discussion and Analysis (Unaudited)  
June 30, 2008

The statement of net assets includes information on all of the Commission's assets and liabilities with the difference between assets and liabilities reported as net assets. Changes in net assets may serve as a useful indicator of whether the financial position of the Commission is improving or deteriorating.

The statement of activities presents information showing how the Commission's net assets changed during the fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows.

### Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance related and legal requirements. All of the Commission's activities are accounted for in one fund.

As a rule, governmental fund financial statements focus on near term inflows and outflows of spendable resources and on balances of spendable resources at the end of the fiscal year.

The Commission adopts an annual appropriated budget for the general fund. A budgetary comparison statement has been provided for this fund to demonstrate compliance with the adopted budget.

The Commission was created as an independent County agency by an ordinance of the Board of Supervisors, who acted under the authority of California State law. A nine member Commission appointed by the Board of Supervisors governs the Commission and authorizes expenditures. Consequently, the Stanislaus County Auditor's Office has designated the Commission as a County agency unit of local government and includes the Commission's basic financial statements in Stanislaus County's basic financial statements.

# STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION

Management's Discussion and Analysis (Unaudited)  
June 30, 2008

## CONDENSED FINANCIAL STATEMENTS

The following tables summarize the Commission's 1) Statement of Activities (change in net assets) and 2) Statement of Net Assets (government-wide financials). Both tables are summarized for the last three fiscal years.

|                                | <u>2006</u>         | <u>2007</u>         | <u>2008</u>         |
|--------------------------------|---------------------|---------------------|---------------------|
| <u>Revenue</u>                 |                     |                     |                     |
| Program revenue                | \$7,650,769         | \$7,335,236         | \$7,769,668         |
| General revenue                | <u>878,872</u>      | <u>1,227,527</u>    | <u>1,154,617</u>    |
| Total revenue                  | 8,529,641           | 8,562,763           | 8,924,285           |
| <u>Total Expenditures</u>      | <u>10,100,229</u>   | <u>9,355,068</u>    | <u>9,647,560</u>    |
| Change in net assets           | (1,570,588)         | (792,305)           | (723,275)           |
| Beginning net assets, restated | <u>23,409,685</u>   | <u>22,205,597</u>   | <u>21,413,292</u>   |
| Ending net assets              | <u>\$21,839,097</u> | <u>\$21,413,292</u> | <u>\$20,690,017</u> |

Highlights of the above statement include:

- The Commission is continuing to follow its plan to reduce its reserves. (The Commission's stated policy is to maintain one year's worth of operating costs in its reserve.)
- While in 2008 tax revenues unexpectedly spiked by 6%, future Commission revenues are expected to decline due to fewer smokers purchasing cigarettes. Total revenues increased by approximately 4% between 2007 and 2008.
- General revenues decreased due to lower investment earnings resulting from lower interest rates and reduced cash balance.
- Total expenses fluctuated in this 3 year period due to community needs and because contractors used a larger percentage of the funds allocated to them by the Commission.

# STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION

Management's Discussion and Analysis (Unaudited)  
June 30, 2008

## CONDENSED FINANCIAL STATEMENTS (continued)

|                                  | <u>2006</u>         | <u>2007</u>         | <u>2008</u>         |
|----------------------------------|---------------------|---------------------|---------------------|
| <u>Assets</u>                    |                     |                     |                     |
| Current assets                   | \$23,601,588        | \$22,796,697        | \$22,468,659        |
| Capital assets, net              | <u>11,495</u>       | <u>9,792</u>        | <u>8,089</u>        |
| Total assets                     | <u>\$23,613,083</u> | <u>\$22,806,489</u> | <u>\$22,476,748</u> |
| <u>Liabilities</u>               |                     |                     |                     |
| Current liabilities              | \$1,745,217         | \$1,359,430         | \$1,753,673         |
| Long-term liabilities            | <u>28,769</u>       | <u>33,767</u>       | <u>33,058</u>       |
| Total liabilities                | <u>1,773,986</u>    | <u>1,393,197</u>    | <u>1,786,731</u>    |
| <u>Net Assets</u>                |                     |                     |                     |
| Invested in capital assets       | 11,495              | 9,792               | 8,089               |
| Restricted net assets            | <u>21,827,602</u>   | <u>21,403,500</u>   | <u>20,681,928</u>   |
| Total net assets                 | <u>21,839,097</u>   | <u>21,413,292</u>   | <u>20,690,017</u>   |
| Total liabilities and net assets | <u>\$23,613,083</u> | <u>\$22,806,489</u> | <u>\$22,476,748</u> |

Highlights of the above statement include:

- Assets of the Commission decreased over time due to the planned expenditure of a portion of the Commission's fund balance.
- The relatively large number in Restricted Net Assets indicates that the Commission has allocated its reserves to specific future programs and initiatives.

## OVERALL FINANCIAL POSITION

Commission revenues are primarily generated from a \$.50 per pack tax on tobacco products that is collected by the State of California and distributed to California's 58 counties based on the percentage of live births in each county. Over time, Commission revenues are expected to continue to decrease as existing smokers quit smoking. Unfortunately, from a health perspective, new smokers have been taking their place at faster than anticipated rates.

With this being said, Commission revenues and expenditures are relatively stable and predictable. Unless the Legislature (through a 2/3's vote) changes the program or another proposition amending the Prop 10 program is passed by the electorate, the outlook for Commission finances is relatively positive and unchanging. The Stanislaus Commission has adopted a strategic plan that calls for the spending down of reserves over the next 3 to 5 fiscal years in a planned and controlled manner that will allow an orderly transition to a program that spends only what revenues are received in a year.

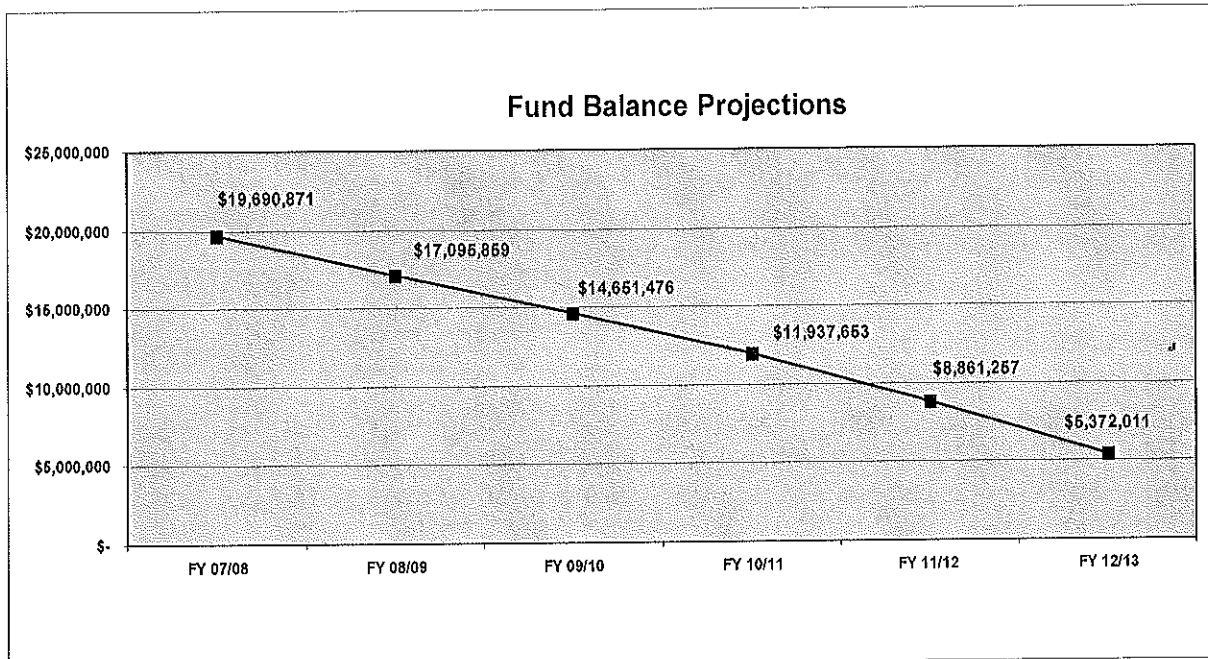
# STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION

Management's Discussion and Analysis (Unaudited)  
June 30, 2008

## OVERALL FINANCIAL POSITION (continued)

The Commission's current policy is to maintain a year's worth of operating costs in reserves. Unless this policy is reviewed, it is anticipated that program reductions will need to be made in approximately 4 years. The Commission's work to evaluate programs is designed to provide factual information that will allow for informed decisions to be made regarding program reductions.

A graphic representation of the Commission's plans to spend its reserves can be seen in the chart below. This chart, which is based on budgeted Commission expenditures and revenues in future years, was a part of the multi year financial projections presented to the Commission in April of 2008. These projections are made each spring and presented to the Commission as a part of the development of the annual budget.



## ANALYSIS OF THE CHILDREN AND FAMILIES COMMISSION FUND

The Board of Supervisors' ordinance establishing the Stanislaus County Children and Families Commission created a trust fund to record Commission revenues and expenditures. Because the Stanislaus Prop 10 program utilizes one fund for all its programs, this audit is somewhat unique as only one fund is examined from a "government-wide" and "fund" perspective.

As has been mentioned, for reasons previously cited, fund balance is decreasing as a result of a planned program to decrease the fund balance.

**STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION**

Management's Discussion and Analysis (Unaudited)  
June 30, 2008

**BUDGET VERSUS ACTUAL VARIATIONS**

The following table compares the original budget for the 2007-2008 fiscal year with the final budget. Both budgets can then be compared to actual expenditures for the year. It should be noted that these figures were developed according to modified accrual standards.

|   | <u>Original<br/>Budget</u> | <u>Final<br/>Budget</u> | <u>Actual<br/>(Budgetary<br/>Basis)</u> | <u>Variance<br/>Favorable<br/>(Unfavorable)</u> |
|---|----------------------------|-------------------------|---|---|
| <u>Revenues</u>                               |                            |                         |   |   |
| Proposition 10 – tobacco tax                  | \$7,290,983                | \$7,290,983             | \$6,808,865                             | (\$482,118)                                     |
| School readiness grant                        | -                          | -                       | 740,315                                 | 740,315   |
| Retention incentive                           | -                          | -                       | 220,488                                 | 220,488   |
| Surplus money investment fund                 | -                          | -                       | 36,477                                  | 36,477  |
| Investment earnings                           | <u>500,000</u>             | <u>850,000</u>          | <u>1,118,140</u>                        | <u>268,140</u>                                  |
| Total revenues                                | <u>7,790,983</u>           | <u>8,140,983</u>        | <u>8,924,285</u>                        | <u>783,302</u>                                  |
| <u>Expenditures</u>                           |                            |                         |   |   |
| Contracts                                     | 11,673,256                 | 11,655,906              | 8,725,575                               | 2,930,331                                       |
| Evaluations                                   | 111,420                    | 128,770                 | 125,698                                 | 3,072   |
| Salaries and employee benefits                | 624,487                    | 624,487                 | 576,828                                 | 47,659  |
| Services and supplies                         | <u>258,987</u>             | <u>258,987</u>          | <u>218,465</u>                          | <u>40,522</u>                                   |
| Total expenditures                            | <u>12,668,150</u>          | <u>12,668,150</u>       | <u>9,646,566</u>                        | <u>3,021,584</u>                                |
| (Deficiency) of revenues<br>over expenditures | <u>\$(4,877,167)</u>       | <u>\$(4,527,167)</u>    | (722,281)                               | <u>\$3,804,886</u>                              |
| Fund balance – beginning of year              |                            |                         | <u>21,437,267</u>                       |   |
| Fund balance – end of year                    |                            |                         | <u>\$20,714,986</u>                     |   |

## STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION

Management's Discussion and Analysis (Unaudited)  
June 30, 2008

### BUDGET VERSUS ACTUAL VARIATIONS (continued)

Highlights of the above statement include:

- The Final 2008 budget reflects a \$350,000 increase to investment earnings due to anticipated higher cash balance than originally planned.
- The accounting package for Stanislaus County rolls the revenue budgets for school readiness, retention incentives for preschool teachers, and SMIF into the account labeled Proposition 10 Tobacco Tax. Excluding the interest line item, actual receipts for all other sources of revenue exceeded budget by approximately \$515,162. Investment Earnings exceeded budget projections by more than \$268,000 due, in part, to higher than anticipated interest rates and cash balance. Commission staff will be working with the Treasurer's Office to more accurately project interest in future years.
- It should be noted that the 2008 budget included a \$1,052,000 unused contingency for contract adjustments.
- Some of the underspending in 2008 is due to referral of clients to State funding sources (a goal of the Healthy Cubs program).
- Evaluation expenditures for the school readiness program are slightly higher due to the expansion of the longitudinal study into the fourth and fifth grades.
- Salaries and benefits and services and supplies are underspent due to an authorized position being filled as half-time, temporary for the entire 2007-2008 fiscal year and a vacancy in another position.

### CAPITAL ASSET AND LONG TERM DEBT

The Commission's Funds Invested in Capital Assets line item has decreased by \$1,700 as the value of the financed office equipment (the copier, for example) has been depreciated.

### INFRASTRUCTURE ASSETS

The Commission owns no real property and consequently has no infrastructure assets.

## STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION

Management's Discussion and Analysis (Unaudited)  
June 30, 2008

### CURRENTLY KNOWN CONDITIONS

The following are facts, decisions, and conditions that could potentially have a significant impact on Commission finances:

- The Commission is in the process of implementing an inclusive community planning process that could result in amendments to the strategic plan. Plan amendments may reprioritize Commission expenditures.
- The shortfall in the State's 2008-2009 budget, estimated at nearly 16 billion dollars, has resulted in legislative proposals to place a measure before the State's voters that would significantly alter Prop 10 by diverting its resources to the State General Fund. Depending on the provisions of the measure placed on the ballot, in a worst case scenario the Stanislaus County Children and Families Commission could be disbanded in 2008-2009.
- The shortfall in the State's budget is expected to result in a decrease in funding for the Community Services Agency (a major partner in one of the Commission's primary initiatives – the family resource center project). The loss of CSA funding may result in more Commission funds being allocated to the project or a decrease in the level of services provided at family resource centers.
- The delay in adoption of the State budget has caused uncertainty in the local social service community. It takes weeks following adoption of a State budget to determine the impact to the local community. Depending on the budget decisions made and the interpretation of Legislative intent, the Commission may receive unsolicited and unexpected funding requests to supplement local social services provided to the 0 – 5 population.

### ADDITIONAL INFORMATION

This financial report is designed to provide a general overview of the Commission's finances for those with an interest in the Commission's operations. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Executive Director of the Stanislaus County Children and Families Commission, located at 930 15th Street, Modesto, CA. 95354.

**STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION**

Statement of Net Assets and Governmental Fund Balance  
June 30, 2008 (With Comparative Totals for 2007)

|  | <u>Fund</u>         | <u>Note 1<br/>Adjustments</u> | <u>Total<br/>2008</u> | <u>Total<br/>2007</u> |
|--|---------------------|-------------------------------|-----------------------|-----------------------|
| <b><u>ASSETS</u></b>                           |                     |                               |                       |                       |
| Cash in county treasury                        | \$20,782,392        | \$ -                          | \$20,782,392          | \$21,348,187          |
| Due from other agencies                        | 1,571,371           | -                             | 1,571,371             | 1,305,132             |
| Interest receivable                            | 114,896             | -                             | 114,896               | 143,378               |
| Property, plant, and equipment, net            | <u>-</u>            | <u>8,089</u>                  | <u>8,089</u>          | <u>9,792</u>          |
| Total assets                                   | <u>\$22,468,659</u> | <u>\$8,089</u>                | <u>\$22,476,748</u>   | <u>\$22,806,489</u>   |
| <b><u>LIABILITIES</u></b>                      |                     |                               |                       |                       |
| Accounts payable                               | \$1,720,350         | \$ -                          | \$1,720,350           | \$1,330,634           |
| Salaries & benefits payable                    | 33,323              | -                             | 33,323                | 28,796                |
| Long-term liabilities, compensated absences    | <u>-</u>            | <u>33,058</u>                 | <u>33,058</u>         | <u>33,767</u>         |
| Total liabilities                              | <u>1,753,673</u>    | <u>33,058</u>                 | <u>1,786,731</u>      | <u>1,393,197</u>      |
| <b><u>FUND BALANCES/NET ASSETS</u></b>         |                     |                               |                       |                       |
| Fund Balances                                  |                     |                               |                       |                       |
| Committed funds                                |                     |                               |                       |                       |
| Approved contracts not yet executed            | 7,023,740           | (7,023,740)                   | -                     | -                     |
| Reserved for First 5 California Initiatives    | 2,600,158           | (2,600,158)                   | -                     | -                     |
| Reserved for encumbrances                      | <u>2,974,787</u>    | <u>(2,974,787)</u>            | <u>-</u>              | <u>-</u>              |
| Total committed funds                          | 12,598,685          | (12,598,685)                  | -                     | -                     |
| Unreserved/uncommitted funds                   | <u>8,116,301</u>    | <u>(8,116,301)</u>            | <u>-</u>              | <u>-</u>              |
| Total fund balances                            | <u>20,714,986</u>   | <u>(20,714,986)</u>           | <u>-</u>              | <u>-</u>              |
| Net Assets                                     |                     |                               |                       |                       |
| Invested in capital assets                     | -                   | 8,089                         | 8,089                 | 9,792                 |
| Restricted net assets – children’s programs    | <u>-</u>            | <u>20,681,928</u>             | <u>20,681,928</u>     | <u>21,403,500</u>     |
| Total net assets                               | <u>-</u>            | <u>20,690,017</u>             | <u>20,690,017</u>     | <u>21,413,292</u>     |
| Total liabilities and fund balances/net assets | <u>\$22,468,659</u> | <u>\$8,089</u>                | <u>\$22,476,748</u>   | <u>\$22,806,489</u>   |

The accompanying notes are an integral part of these financial statements

**STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION**

Statement of Activities and Governmental Fund Revenues,  
Expenditures and Changes in Fund Balance  
For the Year Ended June 30, 2008 (With Comparative Totals for 2007)

|  | <u>Fund</u>         | <u>Note 1<br/>Adjustments</u> | <u>Total<br/>2008</u> | <u>Total<br/>2007</u> |
|--|---------------------|-------------------------------|-----------------------|-----------------------|
| <b><u>REVENUES</u></b>                                   |                     |                               |                       |                       |
| Proposition 10 -- tobacco tax                            | \$6,808,865         | \$ -                          | \$6,808,865           | \$6,686,484           |
| School readiness grant                                   | 640,315             | -                             | 640,315               | 352,541               |
| School readiness implementation                          | 100,000             | -                             | 100,000               | 100,000               |
| Retention incentive                                      | 220,488             | -                             | 220,488               | 196,211               |
| Surplus money investment fund                            | 36,477              | -                             | 36,477                | 40,624                |
| Investment earnings                                      | 1,118,140           | -                             | 1,118,140             | 1,185,741             |
| Other  | -                   | -                             | -                     | 1,162                 |
| Total revenues   | <u>8,924,285</u>    | <u>-</u>                      | <u>8,924,285</u>      | <u>8,562,763</u>      |
| <b><u>EXPENDITURES</u></b>                               |                     |                               |                       |                       |
| Contracts  | 8,725,575           | -                             | 8,725,575             | 8,481,403             |
| Program evaluation                                       | 125,698             | -                             | 125,698               | 104,953               |
| Salaries and employee benefits                           | 576,828             | (709)                         | 576,119               | 564,930               |
| Services and supplies                                    | <u>218,465</u>      | <u>1,703</u>                  | <u>220,168</u>        | <u>203,782</u>        |
| Total expenditures                                       | <u>9,646,566</u>    | <u>994</u>                    | <u>9,647,560</u>      | <u>9,355,068</u>      |
| (Deficiency) of revenues over expenditures               | (722,281)           | 722,281                       | -                     | -                     |
| Change in net assets                                     | -                   | (723,275)                     | (723,275)             | (792,305)             |
| Fund balance/net assets -- beginning of year<br>restated | <u>21,437,267</u>   | <u>(23,975)</u>               | <u>21,413,292</u>     | <u>22,205,597</u>     |
| Fund balance/net assets -- end of year                   | <u>\$20,714,986</u> | <u>\$(24,969)</u>             | <u>\$20,690,017</u>   | <u>\$21,413,292</u>   |

The accompanying notes are an integral part of these financial statements

**STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION**

Statement of Revenues, Expenditures and Changes in Fund Balance  
Budget and Actual  
For the Year Ended June 30, 2008

|  | Original<br>Budget   | Final<br>Budget      | Actual<br>(Budgetary<br>Basis) | Variance<br>Favorable<br>(Unfavorable) |
|--|----------------------|----------------------|--------------------------------|--|
| <u>Revenues</u>                            |                      |                      |                                |  |
| Proposition 10 – tobacco tax               | \$7,290,983          | \$7,290,983          | \$6,808,865                    | \$(482,118)                            |
| School readiness grant                     | -                    | -                    | 640,315                        | 640,315                                |
| School readiness implementation            | -                    | -                    | 100,000                        | 100,000                                |
| Retention incentive                        | -                    | -                    | 220,488                        | 220,488                                |
| Surplus money investment fund              | -                    | -                    | 36,477                         | 36,477                                 |
| Investment earnings                        | <u>500,000</u>       | <u>850,000</u>       | <u>1,118,140</u>               | <u>268,140</u>                         |
| Total revenues                             | <u>7,790,983</u>     | <u>8,140,983</u>     | <u>8,924,285</u>               | <u>783,302</u>                         |
| <u>Expenditures</u>                        |                      |                      |                                |  |
| Contracts                                  | 11,673,256           | 11,655,906           | 8,725,575                      | 2,930,331                              |
| Evaluation                                 | 111,420              | 128,770              | 125,698                        | 3,072                                  |
| Salaries and employee benefits             | 624,487              | 624,487              | 576,828                        | 47,659                                 |
| Services and supplies                      | <u>258,987</u>       | <u>258,987</u>       | <u>218,465</u>                 | <u>40,522</u>                          |
| Total expenditures                         | <u>12,668,150</u>    | <u>12,668,150</u>    | <u>9,646,566</u>               | <u>3,021,584</u>                       |
| (Deficiency) of revenues over expenditures | <u>\$(4,877,167)</u> | <u>\$(4,527,167)</u> | (722,281)                      | <u>\$3,804,886</u>                     |
| Fund balance – beginning of year, restated |                      |                      | <u>21,437,267</u>              |  |
| Fund balance – end of year                 |                      |                      | <u>\$20,714,986</u>            |  |

The accompanying notes are an integral part of these financial statements

**STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION**  
Notes to Financial Statements  
June 30, 2008

Note 1: Summary of Significant Accounting Policies

A. Reporting Entity

The Stanislaus County Children and Families Commission (Commission) was established on December 8, 1998 pursuant to Health and Safety Code §130140. The Commission was also established in accordance with the provisions of the California Children and Families First Act of 1998 and by Stanislaus County Ordinance #1014. The Commission is funded by surtaxes imposed on the sale of cigarettes and tobacco products. The nine members (as amended by Ordinance #1030) of the Commission are appointed by the Stanislaus County Board of Supervisors.

The Commission is responsible for the creation and implementation of a comprehensive, collaborative, and integrated system of information and services to enhance early childhood development. Services to enhance early childhood development include the School Readiness and the Comprehensive Approaches to Raising Education Standards (CARES) programs.

The financial statements included in this report are intended to present the financial position and results of operations of only the Commission. They are not intended to present the financial position and results of operations of the County of Stanislaus taken as a whole. For additional information regarding the County of Stanislaus, please refer to the audited financial statements available from the County of Stanislaus.

B. Basis of Presentation and Accounting

The financial statements of the Commission are prepared on the basis of Governmental Accounting Standards Board (GASB) Statement Number 34, *Basic Financial Statements – Management Discussion and Analysis – for State and Local Governments* and related standards. Statement 34 established standards for external financial reporting for all state and local government entities which includes a management’s discussion and analysis section, a statement of net assets, a statement of activities and changes in net assets and a statement of cash flows. It requires the classification of net assets into three components – invested in capital assets, net of related debt; restricted; and unrestricted.

Special revenue funds account for specific revenue sources, other than expendable trusts or major capital projects that are legally restricted to expenditures for specific purposes.

Government-Wide Statements

The Commission’s government-wide financial statements include a Statement of Net Assets and a Statement of Activities and Changes in Net Assets. These statements present summaries of governmental activities for the Commission.

**STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION**  
Notes to Financial Statements  
June 30, 2008

Note 1: Summary of Significant Accounting Policies (continued)

These statements are presented on an “*economic resources*” measurement focus and the accrual basis of accounting. Accordingly, all of the Commission’s assets and liabilities, including capital assets, and long-term liabilities, are included in the accompanying Statement of Net Assets. The Statement of Activities presents changes in net assets. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred.

Governmental Fund Financial Statements

Governmental fund financial statements include a Balance Sheet and a Statement of Revenues, Expenditures and Changes in Fund Balance for all major governmental funds. An accompanying schedule is presented to reconcile and explain the differences in fund balances as presented in these statements to the net assets presented in the Government-wide financial statements. The Commission only has one fund, the General Fund, and it accounts for all financial resources of the general government.

All governmental fund types are accounted for on a spending or *current financial resources* measurement focus and the modified accrual basis of accounting. Accordingly, only current assets and current liabilities are included on the balance sheet. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period. Revenues are recognized when received in cash, except that revenues subject to accrual, generally 180 days after year-end, are recognized when due. Expenditures are recognized in the accounting period in which the related fund liability is incurred.

Adjustments Between Fund Financial Statements and Government-Wide Financial Statements

The government-wide financial statements were adjusted from the modified accrual basis of accounting used on the fund financial statements to the accrual basis of accounting used for the government-wide financial statements. These adjustments included expenses for depreciation during the year related to capital assets and compensated absence obligations.

Nonexchange Transactions

A nonexchange transaction consists of a government giving or receiving value without directly receiving or giving equal value in return. These transactions include income taxes, sales taxes, property taxes and fines, certain grants and private donations. Recognition of sales taxes or derived tax revenue transactions assume accrual basis of accounting, per GASB Statement Number 33, except where indicated for revenue recognition.

**STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION**  
Notes to Financial Statements  
June 30, 2008

Note 1: Summary of Significant Accounting Policies (continued)

C. Budgets and Budgetary Accounting

The Commission prepares and legally adopts a final budget on or before August 30<sup>th</sup> of each fiscal year. The Commission operation, commencing July 1<sup>st</sup>, is governed by the proposed budget, adopted by the Board of Commissioners in June of the prior year.

After the budget is approved, the appropriations can be added to, subtracted from or changed only by Commission resolution. All such changes must be within the revenues and reserves estimated as available in the final budget or within revised revenue estimates as approved by the Commission.

An operating budget is adopted each fiscal year on the modified accrual basis. Additionally, encumbrance accounting is utilized to assure effective budgetary control.

Encumbrances outstanding at year-end represent the estimated amount of the expenditures ultimately to result if the unperformed contracts in process at year-end are completed or purchase commitments satisfied. Such year-end encumbrances are reported as reservations of fund balances and do not constitute expenditures or liabilities because the commitments will be honored during the subsequent year and included in the subsequent year's budget. Unencumbered appropriations lapse at year-end.

D. Due from Other Agencies

These amounts represent receivables from other governments or contractors. As of June 30, 2008, the Commission was due \$1,571,371 from the State of California and \$114,896 in interest revenues. Management believes its receivables to be fully collectible, and accordingly, no allowance for doubtful accounts is required.

E. Capital Assets

Capital assets purchased or acquired with an original cost of \$5,000 or more are reported at historical cost or estimated historical cost. Additions, improvements and other capital outlays that significantly extend the useful life of the asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:  
Equipment – 10 years.

**STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION**  
Notes to Financial Statements  
June 30, 2008

Note 1: Summary of Significant Accounting Policies (continued)

F. Compensated Absences – Vacation and Sick Leave

Commission employees earn vacation and sick leave with pay every year. The amount of vacation and sick hours earned is based on the years of continuous service.

After at least six months of County service, most regular employees upon separation are entitled to all unused vacation time accumulation. Most regular employees are entitled to a portion of accumulated sick leave after six years of service, depending on age, years of service, and bargaining unit.

At the close of each fiscal year, the balance of this accumulated time at the last pay period is computed for each employee at the current salary range. In the financial statements, these amounts are referred to as “Compensated Absences.”

G. Comparative Data

The 2007 total column presented on the audited financial statements is presented only to facilitate financial analysis. This column does not present financial position, results of activities and changes in fund balance in conformity with generally accepted accounting principles. Neither is such information comparable to a consolidation. Accordingly, such information should be read in conjunction with the Commission’s financial statements for the year ending June 30, 2008 from which the summarized information was derived.

H. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that effect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Note 2: Cash and Investments

The Commission’s cash is invested in the County of Stanislaus cash and investment pool. The County of Stanislaus cash and investment pool is invested in accordance with California State Government Code section 53600 et. seq. In addition, the cash and investment pool is further restricted to those investments deemed acceptable per the investment policy guidelines prepared by the County Treasurer and approved by the Board of Supervisors of the County.

Cash and investments held as of June 30, 2008 were invested in certificate of deposits, commercial paper, money market funds, federal notes, treasury notes and bills, corporate notes and an external investment pool.

**STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION**  
Notes to Financial Statements  
June 30, 2008

Note 2: Cash and Investments (continued)

Interest earned on the cash and investment pool is apportioned on a quarterly basis. Per, GASB No. 31, investment losses and gains are recorded at market value on the Statement of Net Assets and as income for the period. The changes resulting from investment losses and gains are shared by the various participants of the pool. For further information regarding the cash and investment pool the audit report of the County of Stanislaus may be obtained by writing the County of Stanislaus, 1010 10<sup>th</sup> Street, Suite 5100, Modesto, CA. 95354.

Cash and investment balances as of June 30, 2008 are as follows: \$20,782,392

Note 3: Changes in General Capital Assets

The following is a summary of changes in general capital assets for the year ended June 30, 2008:

|                               | <u>Beginning<br/>Balance</u> | <u>Additions</u> | <u>Deletions</u> | <u>Ending<br/>Balance</u> |
|-------------------------------|------------------------------|------------------|------------------|---------------------------|
| Equipment                     | \$17,029                     | \$ -             | \$ -             | \$17,029                  |
| Less accumulated depreciation | <u>(7,237)</u>               | <u>(1,703)</u>   | -                | <u>(8,940)</u>            |
| Total                         | <u>\$ 9,792</u>              | <u>\$(1,703)</u> | <u>\$ -</u>      | <u>\$ 8,089</u>           |

Depreciation expense for the year ending June 30, 2008 was \$1,703.

Note 4: Economic Dependency

The Commission receives the majority of its funding from one source, taxes imposed by Section 30131.2 of the California Tax and Revenue Code. This act imposes additional taxes on the sale of cigarettes and tobacco products. The total amount of funding from the additional taxes was \$7,769,668 or 87% of total revenue for the year ending June 30, 2008. The Commission is thus subject to possible risk of reductions in services and or closure due to potential future changes of Section 30131.2 of the California Tax and Revenue Code.

**STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION**  
Notes to Financial Statements  
June 30, 2008

Note 5: Government-Wide Statements, Net Asset – Classifications

The classification of net assets into three components, invested in capital assets, net of related debt, restricted and unrestricted is required by GASB 34. These classifications are defined as follows:

Net Assets Invested in Capital Assets Net of Related Debt – Consists of capital assets, net of accumulated depreciation and reduced by outstanding balances of debt issued to finance the acquisition, improvement, or construction of those assets.

Restricted Net Assets – Consists of constraints placed on net asset use through external constraints imposed by creditors, grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislations.

Unrestricted Net Assets – Consists of funds which are undesignated and available for general operations.

Note 6: Fund Financial Statements, Fund Balances

Fund balances are reserved for amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use. Designations of fund balance represent management plans that are subject to change. Fund balances have been reserved for the following purposes:

Approved contracts not yet executed represent amounts that the Commission has authorized and entered into an agreement, but the contract has not been executed.

Reserved for First 5 California Initiatives represents future matching amounts by the Commission to guarantee investment by the First 5 California Commission.

Reserved for Encumbrances represent amounts obligated under purchase orders, contracts, or other commitments for expenditure that are being carried forward to the ensuing fiscal year.

**STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION**

Notes to Financial Statements

June 30, 2008

Note 7: Commitments

Operating Leases, Building – The Commission entered into a building lease agreement to house the operations of the Commission at 930 15<sup>th</sup> Street, Modesto, California. The lease commenced on December 7, 2005 and will terminate on December 6, 2010. The lease has an option to renew for an additional three years at the end of the first lease period. Monthly lease payments are \$4,000 for the first 36 months and \$4,400 for the remaining 24 month period. Lease expense for the year ending June 30, 2008 was \$48,000.

Future minimum payments for the years ending June 30<sup>th</sup> are as follows:

|                | <u>2009</u>      | <u>2010</u>      | <u>2011</u>      | <u>Total</u>      |
|----------------|------------------|------------------|------------------|-------------------|
| Building Lease | \$ <u>50,800</u> | \$ <u>52,800</u> | \$ <u>22,000</u> | \$ <u>125,600</u> |

Note 8: Risk Management

The Commission is exposed to various levels of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Agency participates in the County of Stanislaus risk management insurance. Insurance covered under the County's risk management includes general liability, unemployment, worker's compensation, professional liability, health insurance and other benefits.

No claims were outstanding during the year under audit ending June 30, 2008. Audit reports of the County of Stanislaus listing further details of the County's insurance coverage may be obtained by writing the County of Stanislaus, 1010 10<sup>th</sup> Street, Suite 5100, Modesto, CA. 95354.

Risk management expenditures during the fiscal year are as follows:

|                                    | <u>2008</u>      |
|------------------------------------|------------------|
| General liability insurance        | \$10,253         |
| Unemployment insurance             | 780              |
| Worker's compensation insurance    | 3,500            |
| Health insurance                   | 72,325           |
| Other insurance                    | <u>4,274</u>     |
| Total risk management expenditures | \$ <u>91,132</u> |

## STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION

Notes to Financial Statements

June 30, 2008

### Note 9: Employee Retirement System

The Commission's employees participate in the County of Stanislaus retirement system. The County of Stanislaus is a major participant of the Stanislaus County Employees Retirement Association (StanCERA). StanCERA was established under the County Retirement Act of 1937 under California State Government Code section 31450 et. seq. StanCERA is a cost-sharing multiple-employer public employee retirement system.

Membership to StanCERA is required of all full-time employees and permanent part-time (50% or more of the regular hours) on the first day of employment. Employees eligible for retirement benefits are vested after 5 years of service except for Plan 3 which requires 10 years of service. Employees who have reached the age of 50 or employees with 30 years of service, regardless of age, are eligible to retire. Benefits are calculated as a percentage of the employee's monthly final average salary per year of service, depending upon age of retirement. An independent actuary provides an actuarial valuation of the system, annually.

In addition to the retirement benefits, StanCERA, provides post employment benefits which include medical, dental and vision insurance along with death benefits for eligible retirees. These benefits are funded from excess earnings of StanCERA. The County of Stanislaus does not contribute to these post employment benefits. As of June 30, 2007, which is the most recent information available at this time, there are reserves of \$165,180,419 for payment of these additional benefits. The Board of Retirement may eliminate the benefit by giving 90 days notice to retirees.

For further information regarding the retirement system and to obtain audit reports of StanCERA, write to PO Box 3150, 832 12<sup>th</sup> Street, Suite 600, Modesto, CA. 95353.

Retirement and post employment benefit expenditures during the fiscal year ended June 30, 2008 are as follows: \$45,625

### Note 10: Related Party Transactions

During the fiscal year ended June 30, 2008, the Commission paid the County of Stanislaus, a related party, \$3,698,812 for the following costs: \$63,874 in accounting, legal and administrative services and \$3,634,938 for program services. The Commission is a special revenue fund of the County of Stanislaus as stated in Note 1.

### Note 11: Section 30131.4 of the California Tax & Revenue Code Certification

The Commission has certified that the supplant requirement stated in Section 30131.4 of the California Tax and Revenue Code has been met.

**STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION**  
Notes to Financial Statements  
June 30, 2008

Note 13: Program Evaluation

The commission spent \$218,299 on program evaluation during fiscal year ended June 30, 2008, which consisted of \$125,698 in contracted school readiness program evaluation and \$92,601 of Commission salaries, benefits, services, and supplies based on time study allocations.

## **COMPLIANCE SECTION**



**AUDITOR-CONTROLLER**

**Larry D. Haugh**  
Auditor - Controller

1010 10<sup>th</sup> Street, Suite 5100, Modesto, CA 95354  
P O Box 770, Modesto, CA 95353-0770  
Phone: 209.525.6398 Fax: 209.525.6487

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE  
AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Commissioners of the  
Stanislaus County Children and Families Commission  
Modesto, California

We have audited the financial statements of the governmental activities of Stanislaus County Children and Families Commission, component unit of Stanislaus County, as of and for the year ended June 30, 2008, which collectively comprise the Stanislaus County Children and Families Commission's basic financial statements and have issued our report thereon dated September 9, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

As discussed in our audit report we have noted certain qualifications pertaining to auditor independence. We believe adequate safeguards exist between our responsibility as auditors within the Stanislaus County Auditor-Controller Department and the responsibility of the Auditor-Controller. Please refer to the audit report for further reference.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Stanislaus County Children and Families Commission's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements but not for the purpose of expressing an opinion on the internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Stanislaus County Children and Families Commission's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Stanislaus County Children and Families Commission's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Stanislaus County Children and Families Commission's financial statements that is more than inconsequential will not be prevented or detected by the Stanislaus County Children and Families Commission's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Stanislaus County Children and Families Commission's internal control. Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether Stanislaus County Children and Families Commission's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of management, the County Board of Supervisors, the County Commission, the State Commission, the State Controller's Office, and others within the entity and is not intended to be and should not be used by anyone other than these specified parties. However, though restricted in use, this report is a matter of public record and its distribution is not limited.



Lauren Klein  
Certified Public Accountant  
Internal Audit Division Manager  
County of Stanislaus  
Modesto, California

September 9, 2008



**AUDITOR-CONTROLLER**

**Larry D. Haugh**  
Auditor - Controller

1010 10<sup>th</sup> Street, Suite 5100, Modesto, CA 95354  
P O Box 770, Modesto, CA 95353-0770  
Phone: 209.525.6398 Fax: 209.525.6487

**AUDITOR'S REPORT ON STATE COMPLIANCE**

To the Board of Commissioners of the  
Stanislaus County Children and Families Commission  
Modesto, California

We have audited the basic financial statements of the Stanislaus County Children and Families Commission, a component unit of Stanislaus County, as of and for the year ended June 30, 2008 and have issued our report thereon dated September 9, 2008.

Our audit was conducted in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the State of California's *Standards and Procedures for Audits of California Counties Participating in the First 5 California (Children and Families) Program*, issued by the State Controller's Office. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The Commission's management is responsible for the Commission's compliance with laws and regulations. In connection with the audit referred to above, we selected and tested transactions and records to determine the Commission's compliance with the laws and regulations applicable to the following items.

| <u>Description</u>                    | <u>Audit Guide<br/>Procedures</u> | <u>Procedures<br/>Performed</u> |
|---------------------------------------|-----------------------------------|---------------------------------|
| Contracting and Procurement           | 6                                 | Yes                             |
| Administrative Costs                  | 3                                 | Yes                             |
| Conflict of Interest                  | 3                                 | Yes                             |
| County Ordinance                      | 4                                 | Yes                             |
| Long-range Financial Plans            | 2                                 | Yes                             |
| Financial Condition of the Commission | 1                                 | Yes                             |
| Program Evaluation                    | 3                                 | Yes                             |
| Salaries and Benefit Policies         | 2                                 | Yes                             |

Based on our audit we found that, for the items tested, the Stanislaus County Children and Families Commission complied with the laws and regulations of the items referred to above. Further, based on our examination, for items not tested, nothing came to our attention to indicate that the Commission had not complied with the laws and regulations of the First 5 California (Children and Families) Program.

This report is intended solely for the information and use of the County Board of Supervisors, the County Commission, the State Commission, the State Controller's Office, and management and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

*Lauren Klein*

Lauren Klein  
Certified Public Accountant  
Internal Audit Division Manager  
County of Stanislaus  
Modesto, California

September 9, 2008

## **SUPPLEMENTARY INFORMATION**

**STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION**

Statement of Revenues, Expenditures and Changes in Fund Balance  
 Special Revenue Fund  
 For the Year Ended June 30, 2008 (With Comparative Totals for 2007)

|  | <u>School<br/>Readiness</u> | <u>Retention<br/>Incentive<br/>(Cares Pgm)</u> | <u>Other<br/>Programs</u> | <u>Total All<br/>Programs<br/>2008</u> | <u>Total All<br/>Programs<br/>2007</u> |
|--|-----------------------------|--|---------------------------|--|--|
| <b><u>REVENUES</u></b>                               |                             |  |                           |  |  |
| Proposition 10 – tobacco tax                         | \$640,315                   | \$881,955                                      | \$5,286,595               | \$6,808,865                            | \$6,686,484                            |
| School readiness grant                               | 640,315                     | -  | -                         | 640,315                                | 352,541                                |
| School readiness implementation                      | 100,000                     | -  | -                         | 100,000                                | 100,000                                |
| Retention incentive                                  | -                           | 220,488  | -                         | 220,488                                | 196,211                                |
| Surplus money investment fund                        | -                           | -  | 36,477                    | 36,477                                 | 40,624                                 |
| Investment earnings                                  | -                           | -  | 1,118,140                 | 1,118,140                              | 1,185,741                              |
| Other  | -                           | -  | -                         | -                                      | <u>1,162</u>                           |
| Total revenues                                       | <u>1,380,630</u>            | <u>1,102,443</u>                               | <u>6,441,212</u>          | <u>8,924,285</u>                       | <u>8,562,763</u>                       |
| <b><u>EXPENDITURES</u></b>                           |                             |  |                           |  |  |
| Contracts  | 1,012,216                   | 1,102,443                                      | 6,610,916                 | 8,725,575                              | 8,481,403                              |
| Program evaluation                                   | 112,441                     | -  | 13,257                    | 125,698                                | 104,953                                |
| Salaries and employee benefits                       | 82,426                      | -  | 494,402                   | 576,828                                | 559,932                                |
| Services and supplies                                | -                           | -  | <u>218,465</u>            | <u>218,465</u>                         | <u>202,079</u>                         |
| Total expenditures                                   | <u>1,207,083</u>            | <u>1,102,443</u>                               | <u>7,337,040</u>          | <u>9,646,566</u>                       | <u>9,348,367</u>                       |
| Excess (deficiency) of revenues<br>over expenditures | <u>\$173,547</u>            | <u>\$ -</u>                                    | <u>\$(895,828)</u>        | (722,281)                              | (785,604)                              |
| Fund balance – beginning of year,<br>restated        |                             |  |                           | <u>21,437,267</u>                      | <u>22,222,871</u>                      |
| Fund balance – end of year                           |                             |  |                           | <u>\$20,714,986</u>                    | <u>\$21,437,267</u>                    |

**STANISLAUS COUNTY CHILDREN AND FAMILIES COMMISSION**

Schedule of Expenditures by Fund Source and Net Assets  
of CCFC Funds for First 5 Programs and Activities  
For the Year Ended June 30, 2008

|                             |                        | REVENUE<br>CCFC<br>funds | EXPENDITURES     | CHANGE<br>IN NET<br>ASSETS | NET<br>ASSET<br>Beginning<br>of yr. | NET<br>ASSETS<br>End of<br>yr. |
|-----------------------------|------------------------|--------------------------|------------------|----------------------------|-------------------------------------|--------------------------------|
| School Readiness<br>Program | CCFC Program<br>Funds  | \$640,315                | \$553,542        | \$86,773                   | (\$47,902)                          | \$38,871                       |
|                             | County, Local<br>Funds |                          | \$553,542        |                            |                                     |                                |
| SR Implementation           | CCFC Program<br>Funds  | \$100,000                | \$100,000        | \$ -                       | \$ -                                | \$ -                           |
| CARES (1)                   | CCFC Program<br>Funds  | \$220,489                | \$220,489        | \$ -                       | \$ -                                | \$ -                           |
|                             | County, Local<br>Funds |                          | \$881,955        |                            |                                     |                                |
| <b>TOTAL CCFC FUNDS</b>     |                        | <b>\$960,804</b>         | <b>\$874,031</b> | <b>\$86,773</b>            | <b>(\$47,902)</b>                   | <b>\$38,871</b>                |

(1) CCFC reimburses a specified portion of program expenditures.