

FIRST 5 TEHAMA
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
JUNE 30, 2007

FIRST 5 TEHAMA

Financial Statements
For the Year Ended June 30, 2007

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FIRST 5 TEHAMA

Commission Membership

<u>Name</u>	<u>Position</u>	<u>Date of Original Appt.</u>	<u>Current Term Expires</u>
George Russell	Board of Supervisors Representative	9/29/99	No Set Term
Christine Applegate	Tehama County Department of Social Services Director	9/24/02	No Set Term
Valerie Lucero	Tehama County Health Agency Director	9/09/03	No Set Term
Bob Douglas	Tehama County Department of Education Superintendent	3/23/99	No Set Term
Mildred H. Johnstone	Public-At-Large	3/23/99	1/31/2008
Paula Brown-Almond	Public-At-Large	7/31/99	1/31/2010
Beverly Grace	Public-At-Large	2/01/05	1/31/2010
Jeannie Early Jacobs, LCSW	Public-At-Large	10/22/02	1/31/2008
Anthony F. Cardenas	Public-At-Large	07/11/06	1/31/2009



INDEPENDENT AUDITOR'S REPORT

Board of Commissioners
First 5 Tehama
Red Bluff, California

We have audited the accompanying basic financial statements of First 5 Tehama (Commission), as of and for the year ended June 30, 2007, as listed in the table of contents. These financial statements are the responsibility of the Commission's management. Our responsibility is to express an opinion 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 consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control over financial reporting. Accordingly, we express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and 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.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Commission as of June 30, 2007, and the changes in its financial position 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 October 31, 2007, on our consideration of the 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 should be considered in assessing the results of our audit.

Board of Commissioners
First 5 Tehama
Red Bluff, California

The Management's Discussion and Analysis and the Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual listed in the table of contents are not a required part of the basic financial statements, but are 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 supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was performed for the purpose of forming an opinion on the basic financial statements of First 5 Tehama taken as a whole. The accompanying supplementary information listed in the table of contents is presented for purposes of additional analysis and is 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.

BARTIG, BASLER & RAY, LLP
A Gallina LLP Company

Bartig Basler & Ray, LLP

October 31, 2007
Roseville, California

FIRST 5 TEHAMA

Management's Discussion and Analysis For the Year Ended June 30, 2007

On November 3, 1998, California voters approved Proposition 10 – the Children and Families First Act (Act). The Act imposed additional excise tax on cigarettes and tobacco related products to fund programs that promote, support, and improve the early development of children from prenatal through age five. The intent is for all California children to be healthy, to live in a healthy and supportive family environment, and to enter school ready to learn.

The Tehama County (County) Board of Supervisors created the First 5 Tehama (Commission) (formerly Tehama County Children and Families Commission) in 1999 under the provisions of the Act. The Commission consists of nine members appointed by the County Board of Supervisors. The Commission is a public entity legally separate and apart from the County, and is not considered a component unit of the County.

As management of the Commission, we offer readers of our financial statements this narrative overview and analysis of the financial activities for the year ended June 30, 2007.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Commission's basic financial statements. The Commission's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

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.

The *statement of net assets* presents information on all of the Commission's assets and liabilities, with the difference between the two reported as *net assets*.

The *statement of activities* presents information showing how the Commission's net assets changed during the most recent 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*. Thus revenues and expenses are reported in the statement for some items that will only result in cash flows in future fiscal periods (e.g. earned but unused vacation leave).

The government-wide financial statements can be found on pages 8-9 of this report.

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. The Commission, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Fund financial statements report essentially the same functions as those reported in the government-wide financial statements.

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Management's Discussion and Analysis For the Year Ended June 30, 2007

However, unlike the government-wide financial statements, fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate the comparison between governmental funds and government-wide statements.

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

The fund financial statements can be found on pages 10-13 of this report.

Notes to the Financial Statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 14-21 of this report.

Government-wide Financial Analysis

The Commission has presented its financial statements under the reporting model required by the Governmental Accounting Standards Board Statement No. 34 (GASB 34), Basic Financial Statements – and Management's Discussion and Analysis (MD&A) – for State and Local Governments.

Net assets may serve over time as a useful indicator of a government's financial position. In the case of the Commission, assets exceed liabilities by \$2,092,941 at the close of the most recent fiscal year. The most significant portion of the Commission's net assets is its cash in county treasury balance (\$2,124,231). This represents resources received from the State Commission from Proposition 10 taxes that have not been expended; however, of the Commission's net assets, \$1,487,857 are reserved funds and \$435,763 are designated for local initiatives and program sustainability. Cash and investments are maintained in the County's cash and investment pool where interest earned on the Commission's balance is apportioned to the Commission. Another source of net assets also resides in the Commission's receivables due from the State Commission for Proposition 10 taxes (\$158,998). These receivables represent taxes that were remitted by the State but had not been received by the Commission as of June 30, 2007. The Commission also reports accounts payable of \$215,570 representing payments due on grant services contracts that had not been expended at year-end.

The Commission's net assets decreased overall by \$181,891 during the 06/07 fiscal year. This decrease is explained in the governmental fund analysis (next page) and is primarily a result of expenses in excess of revenues for the current year.

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Management's Discussion and Analysis For the Year Ended June 30, 2007

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Statement of Net Assets Comparison

	<u>FY 2006-07</u>	<u>FY 2005-06</u>	<u>Difference</u>
Total Assets	\$ 2,320,759	\$ 2,432,637	\$ (111,878)
Total Liabilities	<u>227,818</u>	<u>157,805</u>	<u>70,013</u>
Net Assets	<u>\$ 2,092,941</u>	<u>\$ 2,274,832</u>	<u>\$ (181,891)</u>

Statement of Activities Comparison

	<u>FY 2006-07</u>	<u>FY 2005-06</u>	<u>Difference</u>
Total Revenues	\$ 1,015,302	\$ 939,287	\$ 76,015
Total Expenses	<u>1,197,193</u>	<u>1,050,621</u>	<u>146,572</u>
Change in Net Assets	<u>\$ (181,891)</u>	<u>\$ (111,334)</u>	<u>\$ (70,557)</u>

Financial Analysis of the Commission's Governmental Fund

As noted earlier, the Commission uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

For the year-ended June 30, 2007, the Commission reported an ending fund balance of \$2,087,586, a decrease of \$184,892 from the prior year. This decrease represents the amount of expenditures in excess of revenues for the year ended June 30, 2007. Of the \$2,087,586, \$1,487,857 are reserved funds and \$435,763 are designated for local initiatives and program sustainability.

The Commission has reserved \$385,351 of its fiscal year 2006-2007 ending fund balance for future payments to awarded projects (encumbrances). The Commission has also reserved \$748,930 for obligations, \$353,576 for First 5 California initiatives, and designated \$435,763 for local initiatives and program sustainability.

Total revenue consisting of Proposition 10 funds, interest income, and State Commission matching revenue increased from \$939 thousand to \$1,015 thousand for the year ended June 30, 2007. This increase was due primarily to an increase in the monthly distributions of tax revenue from the State.

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Management's Discussion and Analysis For the Year Ended June 30, 2007

Total expenditures increased to \$1,200 thousand, an increase of \$159 thousand from the prior fiscal year. The total expenditures increased due to the increase of direct service grant funding projects.

Fund Budgetary Highlight

Total revenues were over budget by 5% or \$51 thousand while total expenditures were under budget by 9% or \$116 thousand. The over budget of total revenues was due to the use of a higher estimated percentage of revenue decline in our projection calculations and county birth rate increase. The majority of the under budget of total expenditures represents funds designated for local and state initiatives which also impacted services and supplies.

Capital Assets and Long-Term Liabilities

Capital Assets

The Commission's investment in capital assets for its governmental activities as of June 30, 2007, amounts to \$13,469 (net of accumulated depreciation). This investment in capital assets includes equipment only.

More detailed information about the Commission's capital assets is presented in Note 3 of the basic financial statements on page 19 of this report.

Long-Term Liabilities

The Commission's long-term liabilities consist of compensated absences payable. More detailed information about the Commission's long-term liabilities is presented in Note 4 of the basic financial statements on page 19 of this report.

Economic Factors and Next Year's Budget

The Commission is committed to focusing Proposition 10 funds on the purposes for which it is intended: To promote and sustain comprehensive, integrated programs and services that will help to nurture children 0-5 so that their young brains and bodies will develop appropriately.

The following economic factors were considered in preparing the Commission's financial plan for fiscal year 2007-2008:

- Following through on commitments made to organizations for contiguous year (FY 07-08) funding.
- Annual commitment to program evaluation in the amount of \$45,000.
- No new large investments (grant awards) during FY 07-08.

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Management's Discussion and Analysis For the Year Ended June 30, 2007

- State projections of annual tobacco tax revenue.
- 3% interest on the local Children and Families Trust Fund.
- 3% increase adjustments for inflation applied to administration and evaluation only.
- Small County Augmentation revenue applied to administration costs.
- The Commission annually reviews its Strategic Plan and annually updates its Action Plan. The Commission continues to actively collaborate with its community partners and grantees which are reflected in its current grant funding initiatives and commitments which extend through FY 2011.

The Commission views Proposition 10 as a mechanism to establish and fund a sustainable system of results-oriented early childhood development and family support services for the 0-5 population, not as just another funding source for programs. In that regard, in FY 2007-2008 the Commission will focus on evaluating all funded programs to determine what is working or has promise to impact the health and well being of children. This information will be used to help evaluate the overall impact of Proposition 10 in Tehama County. The result of these evaluation activities will help to inform the Commission as it plans for its 2007-2008 expenditures.

Requests for Information

This financial report is designed to provide a general overview of First 5 Tehama's finances for all those interested. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to First 5 Tehama, 1135 Lincoln Street, Red Bluff, California, 96080.

BASIC FINANCIAL STATEMENTS
GOVERNMENT-WIDE FINANCIAL STATEMENTS

FIRST 5 TEHAMA

Statement of Net Assets June 30, 2007

ASSETS

Cash in County treasury	\$ 2,124,231
Accounts receivable	867
Due from other agencies	158,998
Interest receivable	23,194
Capital assets, net of accumulated depreciation	<u>13,469</u>
Total Assets	<u>2,320,759</u>

LIABILITIES

Accounts payable	215,570
Accrued payroll	4,134
Long-term liabilities:	
Compensated absences payable - due within one year	4,057
Compensated absences payable - due after one year	<u>4,057</u>
Total Liabilities	<u>227,818</u>

NET ASSETS

Invested in capital assets, net of related debt	13,469
Restricted	<u>2,079,472</u>
Total Net Assets	<u>\$ 2,092,941</u>

The accompanying notes are an integral part of these financial statements.

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Statement of Activities For the Year Ended June 30, 2007

PROGRAM EXPENSES

Salaries and employee benefits	\$ 110,388
Services and supplies	97,808
Rent and utilities	4,880
Depreciation expense	4,700
Program evaluation	39,804
School readiness coordination and evaluation	1,813
School readiness program	196,231
Retention incentive program	77,274
Community strengthening and building	24,381
Program/services grants	<u>639,914</u>
Total Program Expenses	<u>1,197,193</u>

PROGRAM REVENUES

Operating grants and contributions:	
Proposition 10 apportionment	580,324
Proposition 10 administration and travel augmentation	93,818
Proposition 10 school readiness program	169,900
Proposition 10 retention incentives	77,274
Proposition 10 surplus money investment fund	<u>3,528</u>
Total Program Revenues	<u>924,844</u>
Net Program Revenues (Expenses)	(272,349)

GENERAL REVENUES

Interest income	<u>90,458</u>
Change in Net Assets	(181,891)
Net Assets, Beginning of Year	<u>2,274,832</u>
Net Assets, End of Year	<u>\$ 2,092,941</u>

The accompanying notes are an integral part of these financial statements.

BASIC FINANCIAL STATEMENTS
FUND FINANCIAL STATEMENT

FIRST 5 TEHAMA

Balance Sheet
June 30, 2007

ASSETS

Cash in County treasury	\$ 2,124,231
Accounts receivable	867
Due from other agencies	158,998
Interest receivable	<u>23,194</u>
Total Assets	<u>\$ 2,307,290</u>

LIABILITIES

Accounts payable	\$ 215,570
Accrued payroll	<u>4,134</u>
Total Liabilities	<u>219,704</u>

FUND BALANCE

Fund Balance:

Reserved Funds:

Reserved for encumbrances	385,351
Reserved for obligations	748,930
Reserved for First 5 California initiatives	<u>353,576</u>

Total Reserved Funds 1,487,857

Unreserved Funds:

Designated for local initiatives and program sustainability	435,763
Unreserved undesignated	<u>163,966</u>

Total Fund Balance 2,087,586

Total Liabilities and Fund Balance \$ 2,307,290

The accompanying notes are an integral part of these financial statements.

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Reconciliation of the Governmental Fund Balance Sheet
to the Government-Wide Statement of Net Assets - Governmental Activities
June 30, 2007

Fund Balance - total governmental fund (page 10)	\$ 2,087,586
Amounts reported for governmental activities in the statement of net assets are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds.	13,469
Long-term liabilities, including compensated absences, are not due and payable in the current period, and therefore are not reported in the governmental fund.	
Compensated absences	<u>(8,114)</u>
Net assets of governmental activities (page 8)	<u><u>\$ 2,092,941</u></u>

The accompanying notes are an integral part of these financial statements.

FIRST 5 TEHAMA

Statement of Revenues, Expenditures and Changes in Fund Balance For the Year Ended June 30, 2007

REVENUES

Proposition 10 apportionment	\$ 580,324
Proposition 10 administration and travel augmentation	93,818
Proposition 10 school readiness program	169,900
Proposition 10 retention incentives	77,274
Proposition 10 surplus money investment fund	3,528
Interest income	<u>90,458</u>
Total Revenues	<u>1,015,302</u>

EXPENDITURES

Salaries and employee benefits	108,383
Services and supplies	97,808
Rent and utilities	4,880
Program evaluation	39,804
School readiness coordination and evaluation	1,813
School readiness program	196,231
Retention incentives program	77,274
Community strengthening and building	24,381
Program/services grants	639,914
Capital outlay	<u>9,706</u>
Total Expenditures	<u>1,200,194</u>
Net Change in Fund Balance	(184,892)
Fund Balance - Beginning of Year	<u>2,272,478</u>
Fund Balance - End of Year	<u><u>\$ 2,087,586</u></u>

The accompanying notes are an integral part of these financial statements.

FIRST 5 TEHAMA

Reconciliation of the Statement of Revenues, Expenditures and
Changes in Fund Balance of Governmental Fund to the
Government-Wide Statement of Activities - Governmental Activities
For the Year Ended June 30, 2007

Net change to fund balance - total governmental fund (page 12) \$ (184,892)

Amounts reported for governmental activities in the
statement of activities are different because:

Governmental funds report capital outlay as expenditures. However, in the
statement of activities, the cost of those assets is allocated over their
estimated useful lives and reported as depreciation expense.

Expenditures for general capital assets	\$ 9,706	
Less current year depreciation	<u>(4,700)</u>	
Net changes in capital assets		5,006

Some expenses reported in the statement of activities do not require the use of current
financial resources and, therefore, are not reported as expenditures in governmental fund.

Change in compensated absences	<u>(2,005)</u>	
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Change in net assets of governmental activities (page 9)		<u><u>\$ (181,891)</u></u>
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The accompanying notes are an integral part of these financial statements.

FIRST 5 TEHAMA

Notes to Financial Statements
June 30, 2007

Note 1: **Summary of Significant Accounting Policies**

A. Reporting Entity

The First 5 Tehama (Commission), originally known as the Tehama County Children and Families Commission, was established on March 2, 1999 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 Tehama County Ordinance #1702. The nine members of the Commission are appointed by the Tehama 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.

The Commission includes all activities (operations of its administrative staff and Commission officers) considered to be a part of the Commission. The Commission reviewed the criteria developed by the Governmental Accounting Standards Board (GASB) in its issuance of Statement No. 14, relating to the financial reporting entity to determine whether the Commission is financially accountable for other entities. The Commission has determined that no other outside entity meets the above criteria, and therefore, no agency has been included as a component unit in the financial statements. In addition, the Commission is not aware of any entity that would be financially accountable for the Commission that would result in the Commission being considered a component unit of that entity.

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 Tehama taken as a whole.

B. Basis of Presentation and Accounting

Government-Wide Statements

The statement of net assets and statement of activities display information about the primary government (Commission). These statements include the financial activities of the overall Commission.

FIRST 5 TEHAMA

Notes to Financial Statements
June 30, 2007

Note 1: **Summary of Significant Accounting Policies** (continued)

B. Basis of Presentation and Accounting (continued)

Government-Wide Statements (continued)

The statement of activities presents a comparison between direct expenses and program revenues for the Commission's governmental activity. Direct expenses are those that are specifically associated with the Commission. Program revenues include grants and contributions that are restricted to meeting the operational or capital requirements of the Commission. Revenues that are not classified as program revenues, including investment income, are presented instead as general revenues.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place.

When both restricted and unrestricted net assets are available, restricted resources are used only after the unrestricted resources are depleted.

Fund Financial Statements

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available to finance expenditures of the current period. Proposition 10 taxes and investment income are accrued when their receipt occurs within ninety days after the end of the accounting period so as to be both measurable and available. All receivables are expected to be collected within the current year. Expenditures are generally recorded when a liability is incurred, as under accrual accounting.

Nonexchange transactions, in which the Commission gives (or receives) value without directly receiving (or giving) value in exchange, include sales taxes, grants, entitlements and donations. On a modified accrual basis, revenues from sales taxes are recognized when the underlying transactions take place and have met the availability criteria. Revenues from grants, entitlements and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

The Commission reports one major governmental fund, the General Fund. The General Fund is the Commission's primary operating fund. It accounts for all financial resources of the general government.

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Notes to Financial Statements
June 30, 2007

Note 1: **Summary of Significant Accounting Policies** (continued)

C. **Due From Other Agencies and Accounts Receivable**

Due from other agencies represents receivables from other local governments. Accounts receivable represents amounts due from grantees. Management believes its receivables to be fully collectible, and accordingly, no allowance for doubtful accounts is required.

D. **Compensated Absences**

Commission employees have accumulated unpaid vested benefits for compensatory time-off and vacation earned. The accumulated benefits will be liquidated in future years as employees elect to use them. In the normal course of business, all payments of these accumulated benefits will be funded from appropriations of the year in which they are to be paid, therefore, the total liability is recorded as long-term. In accordance with GASB Statement 16, these amounts are not expected to be liquidated from expendable available financial resources.

E. **Capital Assets**

Capital assets have been acquired for general commission purposes. Assets purchased are recorded as expenditures in the governmental funds and capitalized at cost or estimated cost where no historical records are available. The Commission defines capital assets as assets with an initial individual cost of more than \$750 and an estimated useful life in excess of one year. Capital assets are depreciated using the straight-line method over their estimated useful lives of 5 years in the government-wide statements.

F. **Net Assets/Fund Balances**

Net Assets

The government-wide activities fund financial statements utilize a net assets presentation. Net assets are categorized as invested capital assets (net of related debt), restricted and unrestricted.

- *Invested in Capital Assets, Net of Related Debt* – This category groups all capital assets into one component of net assets. Accumulated depreciation and the outstanding balances of debt that are attributable to the acquisition, construction or improvement of these assets reduce the balance in this category.

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Notes to Financial Statements
June 30, 2007

Note 1: **Summary of Significant Accounting Policies** (continued)

F. Net Assets/Fund Balances (continued)

Net Assets (continued)

- *Restricted Net Assets* – This category presents external restricted imposed by creditors, grantors, contributors or laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.
- *Unrestricted Net Assets* – This category represents net assets of the Commission, not restricted for any project or other purpose.

Fund Balances

Reservations of Fund Balances are used to indicate that a portion of fund balance is not available for expenditure or is legally segregated for a specific future use. The First 5 Association of California requires that fund balance be reported as either reserved or unreserved. Reserved funds represent the portion of the fund balance that is restricted by law or legally obligated to outside parties. Unreserved funds represents funds that can be spent at the discretion of the Commission.

Specific reservations of the fund balance accounts are summarized below:

Reserved fund balance:

Reserved for encumbrances was created to reflect outstanding contractual obligations for which goods and services have not been received.

Reserved for obligations represents situations where the Commission has explicitly authorized and directed staff to enter into an agreement with a specified agency, but the contract has not actually been executed.

Reserved for First 5 California initiatives represents funds reserved to match amounts from State Commission initiatives.

Unreserved fund balance:

Designated for local initiatives and program sustainability consists of funds that have been reserved for one of the following two purposes:

1. Funds to operate a specific program or project in the current or future fiscal years that have not yet been encumbered or authorized for definite contracts.
2. Funds that have been set aside for long-term program sustainability.

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Notes to Financial Statements
June 30, 2007

Note 1: **Summary of Significant Accounting Policies** (continued)

F. **Net Assets/Fund Balances** (continued)

Fund Balances (continued)

Unreserved fund balance (continued):

Unreserved undesignated includes the remainder of the fund balance that has not yet been allocated for a specific purpose or has been identified in only a general manner where the Commission has significant flexibility in changing the amount or nature of the designation.

G. **Use of Estimates**

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

Note 2: **Cash**

Cash at June 30, 2007 consisted of the following:

Cash in County treasury	<u>\$ 2,124,231</u>
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The Commission maintains all of its cash and investments with the Tehama County Treasurer in an investment pool. On a quarterly basis the Treasurer allocates interest to participants based upon their average daily balances. Required disclosure information regarding categorization of investments and other deposit and investment risk disclosures can be found in the County's financial statements. The County of Tehama's financial statements may be obtained by contacting the County of Tehama's Auditor-Controller's office at 444 Oak Street, Room J, Red Bluff, California 96080. The Tehama County Treasury Oversight Committee oversees the Treasurer's investments and policies.

Required disclosures for the Commission's deposit and investment risks at June 30, 2007, were as follows:

Credit risk	Not rated
Custodial risk	Not applicable
Concentration of credit risk	Not applicable
Interest rate risk	Not available

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Notes to Financial Statements June 30, 2007

Note 2: **Cash** (continued)

Investments held in the County's investment pool are available on demand and are stated at cost plus accrued interest, which approximates fair value.

Note 3: **Capital Assets**

A summary of changes in Capital Assets for the year ended June 30, 2007, is as follows:

	<u>July 1, 2006</u>	<u>Additions</u>	<u>Retirements</u>	<u>June 30, 2007</u>
Equipment	\$ 33,977	\$ 9,706	\$ (9,417)	\$ 34,266
Less accumulated depreciation	<u>(25,514)</u>	<u>(4,700)</u>	<u>9,417</u>	<u>(20,797)</u>
Capital assets, net	<u>\$ 8,463</u>	<u>\$ 5,006</u>	<u>\$ --</u>	<u>\$ 13,469</u>

Note 4: **Long-Term Liabilities**

A schedule of long-term liabilities as of June 30, 2007, is as follows:

	<u>July 1, 2006</u>	<u>Additions</u>	<u>Deletions</u>	<u>June 30, 2007</u>
Compensated absences	<u>\$ 6,109</u>	<u>\$ 4,992</u>	<u>\$ (2,987)</u>	<u>\$ 8,114</u>

Note 5: **Defined Benefit Pension Plan**

The Commission's employees are paid through the County of Tehama payroll system and receive the same benefits as County employees, including pension benefits. The County contributes to the Public Employees Retirement Systems (PERS), which is a multiple-employer, defined benefit plan for employees. Participation is mandatory for all permanent employees. The County and employees are required to contribute at rates established by PERS.

Current contribution rates include amounts required to amortize past service costs and the unfunded liabilities. The net assets available for benefits, the pension benefit obligation, and the assumed rates of return used in determining the pension benefit obligation are not available separately for the Commission. This information is available in the financial statements of Tehama County, the reporting entity.

Note 6: **Related Party Transactions**

During the fiscal year ended June 30, 2007, the Commission paid the County of Tehama, a related party, \$6,503 for accounting and administrative services.

FIRST 5 TEHAMA

Notes to Financial Statements June 30, 2007

Note 7: **Program Evaluation**

The Commission spent \$39,804 on program evaluation during the fiscal year ended June 30, 2007.

Note 8: **Risk Management**

The Commission is exposed to various risks of loss related to general liability and workers' compensation. Insurance for the Commission is secured through commercial lines for both general liability and workers' compensation coverage.

Note 9: **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 & Revenue Code has been met.

Note 10: **Contingent Liabilities**

The Commission receives funding from the State of California Proposition 10, the Children and Families First Act, to fund programs that promote, support, and improve the early development of children from prenatal through age five. These programs must be in compliance with applicable laws and may be subject to financial and compliance audits by the State. The amount, if any, of expenditures which may be disallowed by the State cannot be determined at this time, although the Commission's management does not expect such amounts, if any, to be material.

REQUIRED SUPPLEMENTARY INFORMATION

FIRST 5 TEHAMA

Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual
For the Year Ended June 30, 2007

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual Amount</u>	<u>Variance With Final Budget</u>
Budgetary Fund Balances, July 1	\$ 2,272,478	\$ 2,272,478	\$ 2,272,478	\$ --
<u>RESOURCES (INFLOWS)</u>				
Proposition 10 apportionment	571,251	571,251	580,324	9,073
Proposition 10 administration and travel augmentation	93,818	93,818	93,818	--
Proposition 10 school readiness program	148,272	148,272	169,900	21,628
Proposition 10 retention incentives	75,600	75,600	77,274	1,674
Proposition 10 surplus money investment fund	12,000	12,000	3,528	(8,472)
Interest income	63,450	63,450	90,458	27,008
	<u>964,391</u>	<u>964,391</u>	<u>1,015,302</u>	<u>50,911</u>
Amounts Available for Appropriation				
<u>CHARGES TO APPROPRIATIONS (OUTFLOWS)</u>				
Current:				
Salaries and employee benefits	108,773	108,773	108,383	390
Services and supplies	123,224	123,224	97,808	25,416
Rent and utilities	6,048	6,048	4,880	1,168
Program evaluation	48,500	48,500	39,804	8,696
School readiness coordination and evaluation	6,000	6,000	1,813	4,187
School readiness program	248,272	248,272	196,231	52,041
Retention incentives program	75,600	75,600	77,274	(1,674)
Community strength and building	27,400	27,400	24,381	3,019
Program/services grants	669,147	669,147	639,914	29,233
Capital Outlay	3,500	3,500	9,706	(6,206)
	<u>1,316,464</u>	<u>1,316,464</u>	<u>1,200,194</u>	<u>116,270</u>
Total Charges to Appropriations				
Net Change in Fund Balances	<u>(352,073)</u>	<u>(352,073)</u>	<u>(184,892)</u>	<u>167,181</u>
Fund Balances - End of Year	<u>\$ 1,920,405</u>	<u>\$ 1,920,405</u>	<u>\$ 2,087,586</u>	<u>\$ 167,181</u>

FIRST 5 TEHAMA

Notes to the Required Supplementary Information For the Year Ended June 30, 2007

BUDGET AND BUDGETARY ACCOUNTING

The Commission prepares and legally adopts a final budget on or before June 30th of each fiscal year. The Commission operation, commencing July 1st, 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.

The legal level of budgetary control (the level on which expenditures may not legally exceed appropriations) is at the object level. Object levels of expenditures are as follows: salaries and benefits, services and supplies, and capital outlay.

The budget is adopted on a basis consistent with generally accepted accounting principles.

SUPPLEMENTARY INFORMATION

FIRST 5 TEHAMA

Schedule of Expenditures by Fund Source and
Net Assets of CCFC Funds for First 5 Programs and Activities
For the Year Ended June 30, 2007

		Revenue CCFC Funds	Expenditures	Change in Net Assets	Net Assets Beginning of Year	Net Assets End of Year
School Readiness Program (1)	CCFC Program Funds	\$ 169,900	\$ 116,140	\$ 53,760	\$ (48,472)	\$ 5,288
	County, Local Funds		116,140			
SR Coordination & Evaluation	CCFC Funds	--	1,813	(1,813)	1,813	--
CARES (2)	CCFC Program Funds	77,274	77,274	--	--	--
	County, Local Funds		154,548			
Augmentation - Administration	CCFC Funds	90,031	90,031	--	--	--
Augmentation - Travel	CCFC Funds	3,787	3,787	--	--	--
Total CCFC Funds	CCFC Funds	\$ 340,992	\$ 559,733	\$ 51,947	\$ (46,659)	\$ 5,288

(1) Total expenditures of \$232,280 do not agree to the basic financial statements as a result of an excess of expenditures recognized in the prior year in the amount of \$36,049 for School Readiness.

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

OTHER REPORTS



**INDEPENDENT AUDITOR'S 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* AND THE
CALIFORNIA CHILDREN AND FAMILIES FIRST ACT OF 1998**

Board of Commissioners
First 5 Tehama
Red Bluff, California

We have audited the financial statements of First 5 Tehama of and for the year ended June 30, 2007, and have issued our report thereon dated October 31, 2007. 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.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered First 5 Tehama's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing our opinion on the effectiveness of the Commission's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of First 5 Tehama'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 entity'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 entity's financial statements that is more than inconsequential will not be prevented or detected by the entity'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 entity's internal control.

Board of Commissioners
First 5 Tehama
Red Bluff, California

Our consideration of the 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 First 5 Tehama'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 the Tehama First 5 Commission, management, others within the entity, and federal and state awarding agencies and is not intended to be and should not be used by anyone other than these specified parties.

BARTIG, BASLER & RAY, LLP
A Gallina LLP Company

Handwritten signature in black ink that reads "Bartig Basler & Ray, LLP".

October 31, 2007
Roseville, California



BARTIG, BASLER & RAY, LLP
A GALLINA LLP COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT ON STATE COMPLIANCE

Board of Commissioners
First 5 Tehama
Red Bluff, California

We have audited the basic financial statements of First 5 Tehama as of and for the year ended June 30, 2007 and have issued our report thereon dated October 31, 2007.

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 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 consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control over financial reporting. Accordingly, we express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and 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 items on the following page.

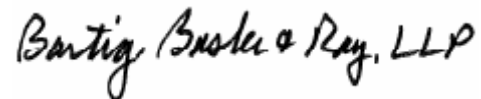
<u>Description</u>	<u>Audit Guide Procedures</u>	<u>Procedures Performed</u>
<u>Contracting and Procurement</u>	6	
<ul style="list-style-type: none"> • Obtain minutes of public hearings • Obtain written policies • Obtain letter from County Counsel • Test sample of contracts to determine whether: <ul style="list-style-type: none"> ○ Transactions are in compliance with policies ○ Expenditures are consistent with contracts ○ Agreements are consistent with strategic plan 		<ul style="list-style-type: none"> Yes Yes Yes Yes Yes Yes
<u>Administrative Costs</u>	3	
<ul style="list-style-type: none"> • Review minutes of public hearing • Determine if costs definition is consistent with state guidelines • Verify that administrative costs are monitored 		<ul style="list-style-type: none"> Yes Yes Yes
<u>Conflict of Interest</u>	3	
<ul style="list-style-type: none"> • Review minutes of public hearing • Obtain letter from County Counsel • Determine compliance with policies and procedures 		<ul style="list-style-type: none"> Yes Yes Yes
<u>County Ordinance</u>	4	
<ul style="list-style-type: none"> • Obtain management representation letter • Review source documents • Obtain commission minutes • If changes to strategic plan, obtain hearing minutes 		<ul style="list-style-type: none"> Yes Yes Yes Yes
<u>Long-Range Financial Plans</u>	2	
<ul style="list-style-type: none"> • Verify the commission has a long-range financial plan • Review hearing minutes 		<ul style="list-style-type: none"> Yes Yes
<u>Financial Condition of the Commission</u>	1	
<ul style="list-style-type: none"> • Verify policies for communicating financial condition 		<ul style="list-style-type: none"> Yes
<u>Program Evaluation</u>	2	
<ul style="list-style-type: none"> • Verify amount spent is in compliance with policies • Confirm existence of evaluation data and/or reports 		<ul style="list-style-type: none"> Yes Yes
<u>Salaries and Benefit Policies</u>	2	
<ul style="list-style-type: none"> • Obtain hearing minutes to confirm salaries adopted • Verify salaries and benefits are consistent with adopted policies 		<ul style="list-style-type: none"> Yes Yes

Board of Commissioners
First 5 Tehama
Red Bluff, California

Based on our audit we found that, for the items tested, First 5 Tehama 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 California Children and Families program.

This report is intended solely for the information and use of the Tehama First 5 Commission, management, and federal and state awarding agencies 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.

BARTIG, BASLER & RAY, LLP
A Gallina LLP Company

A handwritten signature in black ink that reads "Bartig Basler & Ray, LLP". The signature is written in a cursive, flowing style.

Roseville, California
October 31, 2007