



Policy Council Budget & Finance Committee Meeting Agenda

Meeting held via Microsoft Teams:

Meeting ID: 296 165 575 449

May 20, 2025

5:30 p.m. – 6:15 p.m.

1. Welcome
2. Call to order
3. Roll call and establish quorum (half plus one)
4. Approval of Agenda
 - a. May 20, 2025
5. Approval of Minutes
 - a. April 17, 2025
6. Introduction of Guests
7. Public Forum

(The public wishing to address the Policy Council Budget & Finance Committee may do so at this time; however, the Committee will take no action other than referring the item to staff for study and analysis.)
8. Presentation/Discussion Items – Louis Rodriquez, Finance Administrator
 - a. Head Start Budget to Actual Report - March 1, 2024, through March 31, 2025
 - b. Early Head Start Budget to Actual Report - March 1, 2024, through March 31, 2025
 - c. Head Start and Early Head Start Non-Federal Share (In-kind) Report, March 1, 2024, through March 31, 2025
 - d. Early Head Child Care Partnerships Start Non-Federal Share (In-kind) Report, March 1, 2024, through March 31, 2025
 - e. Head Start (No Cost Extension) Budget to Actual Report – March 1, 2023, through March 31, 2025
 - f. Early Head Start (No Cost Extension) Budget to Actual Report – March 1, 2023, through March 31, 2025
 - g. Head Start Building Proceeds for Central Kitchen– March 31, 2025
 - h. Parent Local Travel & Childcare through March 31, 2025
 - i. Parent Activities Funds through March 31, 2025
9. Announcements
10. Meeting Adjourned

"Individual commitment to a group effort – that is what make a teamwork, a company work, a society work, a civilization work." – Vince Lombardi

Committee Chairperson – Gabriela Rangel

Rene Mayhorn Williams, Ruby Cruz, Nallely Leon Delgado, Paula De La Riva

Head Start / State Child Development

661.336.5236

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Budget & Finance Committee Meeting Minutes
April 17, 2025
Audio Only: (213) 204-2374 Phone Conference ID: 263 725 286#

1. Welcome

Members were welcomed to the meeting.

2. Call to Order

a. The meeting was called to order at 5:32 p.m.

3. Roll Call and establish Quorum (half plus one)

a. Quorum was established.

b. Members present: Rene Mayhorn Williams, Gabriela Rangel

c. Members not present: Ruby Cruz, Nallely Leon Delgado

4. Approval of Agenda

Rene Mayhorn Williams made a motion to approve the agenda dated April 17, 2025; seconded by Gabriela Rangel. Motion carried.

5. Approval of the Minutes

Rene Williams made a motion to approve the minutes dated March 18, 2025; seconded by Gabriela Rangel. Motion carried.

6. Introduction of Guests

Guests in attendance were Louis Rodriguez, Finance Administrator and Lisa Gonzales, Program Governance Coordinator.

7. Public Forum

(The public wishing to address the Policy Council Budget & Finance Committee may do so at this time; however, the Committee will take no action other than referring the item to staff for study and analysis.)

None

8. Presentation / Discussion Items – Louis Rodriguez, Finance Administrator

The Head Start Budget to Actual report for the period of March 1, 2024 through February 28, 2025 was presented to the committee for review and discussion. It was noted that 12 months have elapsed, and the fiscal year (2024-2025) is over. Louis continued and clarified that this does not mean the agency is done with the financials. There may be items that have yet to be posted to the ledger and what not, with that said, the next report should be a much cleaner and clearer report more accurately reflecting the end of the fiscal year. It was stated that the base funds for the Head Start grant were 99% expended with training and technical assistance funds at 100% expended. Louis also stated that our Non-Federal Share (inkind) is at 135%, which is great.

The Early Head Start budget report for the same reporting period, with one hundred percent of the grant expired. It was noted that base funds are 83% expended, and training and technical assistance 100% expended.

Details of the Non-Federal Share Report were provided as well. The reporting period was March 1, 2024 through February 28, 2025. In reviewing the content, it was shared that Harvey L. Hall through this fiscal year was at 126% of their goal, therefore their center exceeded their goal for the 2024-2025 fiscal year. Rene (Harvey Hall Policy Council Representative) shared that staff are very active about promoting and encouraging parents to record their inkind. Louis asked Rene if the center is recording their inkind online. He stated that the center is still using the paper format, adding that he is pleased because he has heard from other parents using the online process that there have been some glitches and it's not running very smoothly. It was added that a fellow Policy Council member shared though her center is using the pilot online recording of inkind she is still waiting to receive an email invitation to do so and was worried about not reaching our inkind requirement but was less worried after she saw the budget reports at the last meeting indicating we (the program) had already surpassed the goal.

In continuing to review the balance of financial reports, the Head Start No-Cost Extension report for the period beginning March 1, 2023, through February 28, 2025, was also shared and reviewed. Louis stated that this report reflects the twenty-fourth and final month this fiscal period. Base funds for the Head Start grant were 100% expended, with training and technical assistance also at 100% expended.

In sharing information on the Early Head Start No-Cost Extension budget report, for the same period it was noted that base funds are 94% expended and 100% training and technical assistance funds are 100% expended. It was noted that there will be adjustments and ledger/journal entries made which will bring the base funds to 100% expended after all activity has been completed. There won't be any new expenses made.

In reviewing the Head Start building proceeds for the Central Kitchen, it was shared that as of February 2025, 2.9 million dollars have been spent on this project which is 89.3% of the project's budget. Louis shared there is still a balance of \$360,000 to be expended. He added that finance is still awaiting final invoicing for this project. Once all outstanding items have been received and paid this will complete the project. It was also noted that physically the project may be completed but from a finance standpoint because all vendors/contractors have not yet submitted their invoices or paid out the project appears as though it is still open. Louis added that the operation of the facility would not be hindered by any unreceived invoices, as long as the facility has all the items it needs to function it will be in service. Additionally, asked if expenses to operate the Central Kitchen would be something the Policy Council would see it was stated no, because while Head Start does subsidize part of the expenses with the Central Kitchen, they had their own funding from a different grant.

The parent local travel and childcare report was provided for the period ending February 28, 2025. It was noted there was \$365 in Head Start expenditures and Early Head Start had expenditures of \$205. In reviewing the parent activities report it was shared there has been \$2913 expended from the Head Start grant and \$1662 expended from the Early Head Start grant for the period ending February 28, 2025.

9. Announcements

Lisa reminded members about the upcoming Policy Council meeting, next Tuesday, April 22, 2025. She added that the Council will have the opportunity to consider membership of another Community Representative who is from First 5 Kern. Members will also be provided a presentation from Yadira Vargas with Kern County Network for

Children who will bring a spotlight to child abuse prevention as April is Child Abuse Prevention month.

Rene referenced an email noting that iPads will be available to members for the upcoming Policy Council meeting and asked what that is going to look like. Lisa stated that an iPad will be set up at each members' station where they will be seated and the Policy Council packet will already be displayed that way members can follow along and refer to the packet individually. In continuing Lisa stated that this is what the Board of Directors does as well, adding that it can be a lot to print a large packet and then to send out via postal mail and hope it is received or if emailed we cannot expect members to print therefore the iPad seemed like a great solution. Gabriela stated that it is helpful to receive the packet via email because then she can bring it up on her device and refer to whatever page is being discussed. Rene was in favor of going green as well and saving paper.

The next Policy Council Budget & Finance meeting will be held via Microsoft Teams on Tuesday, May 20, 2025 at 5:30 p.m.

10. Adjournment

The meeting was adjourned at 5:51 p.m.



MEMORANDUM

To: Budget and Finance Committee of Policy Council

From: Tracy Webster, CFO/ Louis Rodriguez, Finance Administrator

Date: May 20, 2025

Subject: *Head Start*
Budget to Actual Report for the period ended March 31, 2025 – **Info Item**

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the second-year budget period is March 1, 2025, through February 28, 2026.

The following are highlights of the Head Start Budget to Actual Report for the period of March 1, 2025, through March 31, 2025. One month (8.33%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 8% of the budget.

Training & Technical Assistance Funds

Overall expenditures are at 8% of the budget.

Non-Federal Share (Head Start and Early Head Start combined)

The non-Federal share is at 41% of the budget.

Community Action Partnership of Kern
Head Start
Budget to Actual Report
Budget Period: March 1, 2025 - February 28, 2026
Report Period: March 1, 2025 - March 31, 2025
 Month 1 of 12 (8.33%)

Prepared 05/12/2025

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	4,284,179	(25,553)	4,309,732	-1%	101%
FRINGE BENEFITS	1,372,427	144,226	1,228,201	11%	89%
TRAVEL	27,500	199	27,301	1%	99%
EQUIPMENT	-	-	-		
SUPPLIES	267,508	75,921	191,587	28%	72%
CONTRACTUAL	93,140	10,482	82,658	11%	89%
CONSTRUCTION	-	-	-		
OTHER	1,747,646	396,968	1,350,678	23%	77%
INDIRECT	733,517	52,842	680,675	7%	93%
TOTAL BASE FUNDING	8,525,917	655,085	7,870,832	8%	92%

TRAINING & TECHNICAL ASSISTANCE

TRAVEL	30,452	4,882	25,570	16%	84%
SUPPLIES	11,993	55	11,938	0%	100%
CONTRACTUAL	6,400	-	6,400	0%	100%
OTHER	31,876	1,616	30,260	5%	95%
INDIRECT	8,072	655	7,417	8%	92%
TOTAL TRAINING & TECHNICAL ASSISTANCE	88,793	7,208	81,585	8%	92%

GRAND TOTAL HS FEDERAL FUNDS	8,614,710	662,293	7,952,417	8%	92%
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HEAD START and EARLY HEAD START COMBINED NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,052,400	440,679	611,721	42%	58%
CALIF DEPT OF ED	3,959,029	1,615,599	2,343,430	41%	59%
TOTAL NON-FEDERAL	5,011,429	2,056,278	2,955,151	41%	59%

Budget reflects Notice of Award #09CH012489-02-00

Actual expenditures include posted expenditures and estimated adjustments through 03/31/2025

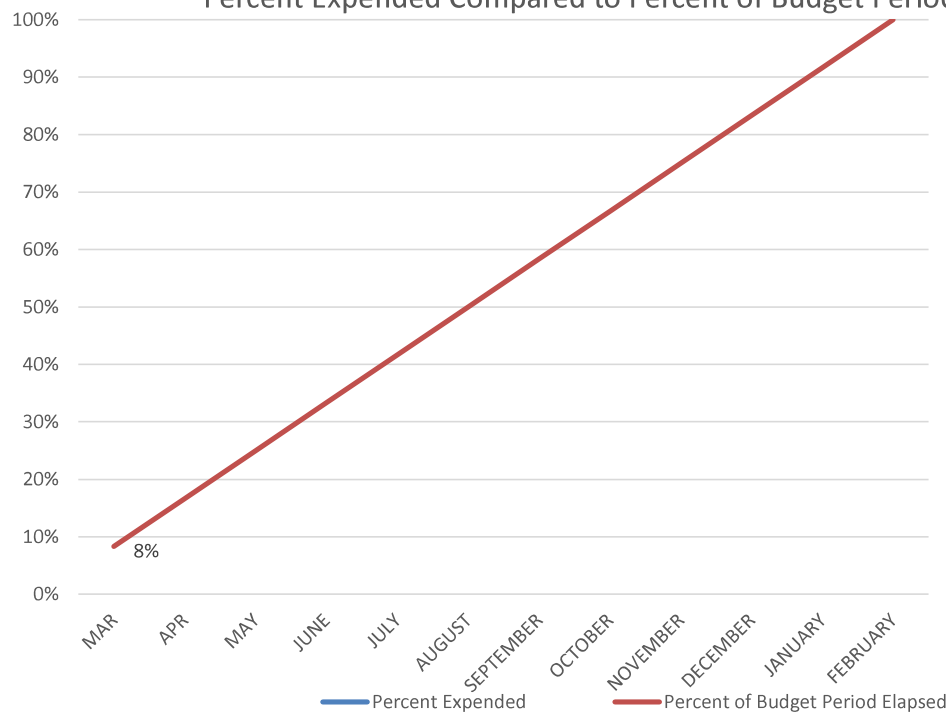
Administrative Cost for HS and EHS Combined **29.4%**

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Wells Fargo	1,838	-	-	-	1,838	4/1/2025
Elan Credit Card	62,945				62,945	4/1/2025
Lowe's	4,188	-	-	-	4,188	4/1/2025
Smart & Final	976	64	-		1,040	4/2/2025
Save Mart	668	-	-	-	668	4/4/2025
Chevron & Texaco Business Card	7,382	-	-	-	7,382	4/6/2025
Home Depot	23,093	751	-	-	23,844	4/5/2025
	101,089	815	-	-	101,905	

Head Start

Percent Expended Compared to Percent of Budget Period Elapsed





MEMORANDUM

To: Budget and Finance Committee of Policy Council

From: Tracy Webster, CFO / Louis Rodriguez, Finance Administrator

Date: May 20, 2025

Subject: *Early Head Start*
Budget to Actual Report for the period ended March 31, 2025 – **Info Item**

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the second-year budget period is March 1, 2025, through February 28, 2026.

The following are highlights of the Early Head Start Budget to Actual Report for the period of March 1, 2025, through March 31, 2025. One month (8.3%) of the 12-month budget period has elapsed.

Base Funds

Overall expenditures are at 8% of the budget.

Training & Technical Assistance Funds

Overall expenditures are at 7% of the budget.

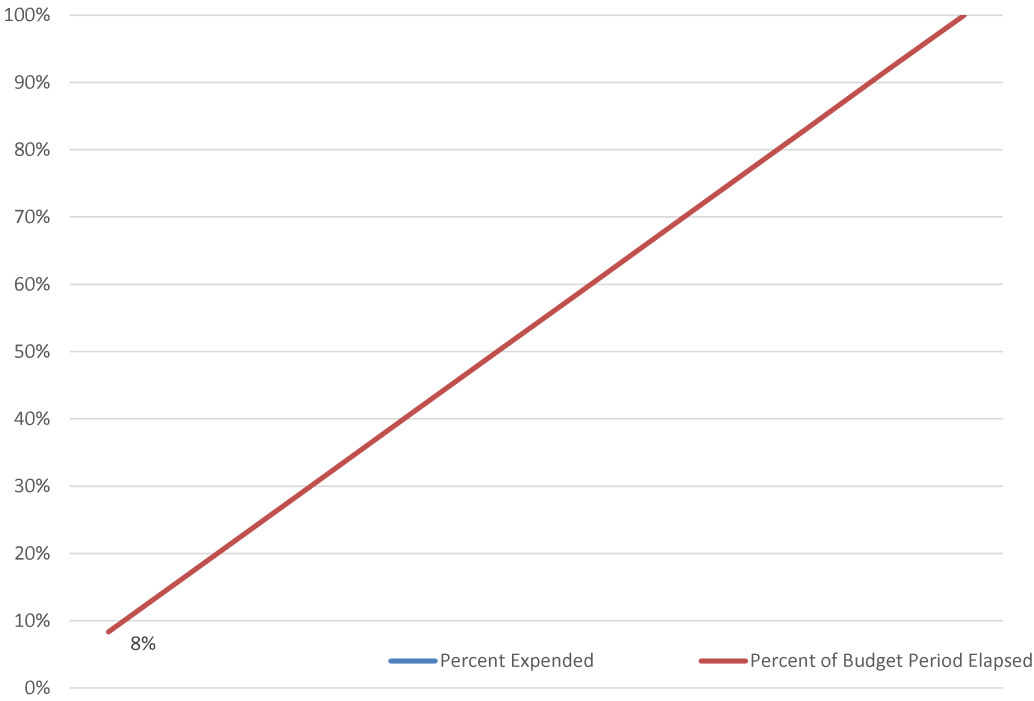
**Community Action Partnership of Kern
Early Head Start
Budget to Actual Report**
Budget Period: March 1, 2025 - February 28, 2026
Report Period: March 1, 2025 - March 31, 2026
 Month 1 of 12 (8.33%)

Prepared 05/12/2025

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	6,217,885	213,631	6,004,254	3%	97%
FRINGE BENEFITS	1,922,216	195,843	1,726,373	10%	90%
TRAVEL	22,500	479	22,021	2%	98%
EQUIPMENT	-	-	-		
SUPPLIES	375,801	110,137	265,664	29%	71%
CONTRACTUAL	500,622	70,363	430,259	14%	86%
CONSTRUCTION	-	-	-		
OTHER	1,211,550	237,326	974,225	20%	80%
INDIRECT	1,008,455	77,408	931,047	8%	92%
TOTAL BASE FUNDING	11,259,029	905,187	10,353,842	8%	92%
TRAINING & TECHNICAL ASSISTANCE					
PERSONNEL	-	-	-		
FRINGE BENEFITS	-	-	-		
TRAVEL	59,316	9,250	50,066	16%	84%
SUPPLIES	15,006	31	14,975	0%	100%
CONTRACTUAL	13,041	-	13,041	0%	100%
OTHER	68,977	1,815	67,162	3%	97%
INDIRECT	15,634	1,110	14,524	7%	93%
TOTAL TRAINING & TECHNICAL AS	171,974	12,205	159,768.92	7%	93%
GRAND TOTAL EHS FEDERAL FUNI	11,431,003	917,392	10,513,611	8%	92%

Budget reflects Notice of Award #09CH012489-02-00
 Actual expenditures include posted expenditures and estimated adjustments through 03/31/2025

Early Head Start
Percent Expended Compared to Percent of Budget Period Elapsed



Head Start and Early Head Start Kern

Budget Period: March 1, 2025 through March 31, 2025
Report for period ending March **31, 2025** (Month 1 of 12)

Budget Period: March 1, 2025 through March 31, 2025

Report for period ending March **31, 2025** (Month 1 of 12)

Percent of budget period elapsed: 100.0%

LOCATION	Enroll- ment	March	April	YTD Totals	Kern/SJC	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	34	15,749	0	15,749	Kern	43,028	37%
Alicante	20	11,110	0	11,110	Kern	25,311	44%
Angela Martinez	105	27,015	0	27,015	Kern	132,882	20%
Broadway	37	3,947	0	3,947	Kern	46,825	8%
Cleo Foran	23	3,034	0	3,034	Kern	29,107	10%
Delano	60	24,096	0	24,096	Kern	75,933	32%
Fairfax	34	2,070	0	2,070	Kern	43,028	5%
Harvey L. Hall	142	30,466	0	30,466	Kern	179,707	17%
Heritage	17	1,689	0	1,689	Kern	21,514	8%
Home Base	160	24,335	0	24,335	Kern	202,487	12%
Martha J. Morgan	50	23,064	0	23,064	Kern	63,277	36%
Oasis	42	8,397	0	8,397	Kern	53,153	16%
Pete H. Parra	116	464	0	464	Kern	146,803	0%
Primeros Pasos	67	81,225	0	81,225	Kern	84,791	96%
Rosamond	51	693	0	693	Kern	64,543	1%
San Diego	32	7,550	0	7,550	Kern	40,497	19%
Shafter	17	3,862	0	3,862	Kern	21,514	18%
Shafter HS/EHS	24	6,413	0	6,413	Kern	30,373	21%
Sterling	117	12,200	0	12,200	Kern	148,068	8%
Stockdale Head Start	41	4,101	0	4,101	Kern	51,887	8%
Sunrise Villa	17	2,558	0	2,558	Kern	21,514	12%
Taft	51	5,698	0	5,698	Kern	64,543	9%
Tehachapi	15	305	0	305	Kern	18,983	2%
Vineland	17	6,189	0	6,189	Kern	21,514	29%
Virginia	17	12,711	0	12,711	Kern	21,514	59%
Willow	40	13,515	0	13,515	Kern	50,622	27%
Administrative Services		0	0	0	Kern/SJC	0	0%
PC Planning		0	0	0	Kern/SJC	0	0%
PC By Laws		0	0	0	Kern/SJC		
Governance		0	0	0	Kern	15,000	0%
Program Services		25,482	0	25,482	Kern/SJC	74,265	34%
California Street	24	10,610	0	10,610	SJC	30,373	35%
Gianone	16	2,302	0	2,302	SJC	26,431	0%
Kennedy	16	2,963	0	2,963	SJC	20,249	15%
Lodi Home Base	20	15,402	0	15,402	SJC	25,311	61%
Lodi UCC	24	9,602	0	9,602	SJC	30,373	32%
Lathrop Home Base	20	15,402	0	15,402	SJC	25,311	61%
Marci Massei	24	8,028	0	8,028	SJC	30,373	26%
Stockton Home Base	40	13,285	0	13,285	SJC	50,622	26%
Lathrop	24	5,147	0	5,147	SJC	30,373	17%
SUBTOTAL IN-KIND	1,554	440,679	0	440,679	0	2,062,099	21%
x							
State General Child Care*		360,286	0	360,286	Kern	2,420,779	15%
State Preschool*		916,299	0	916,299	Kern	6,219,213	15%
State Migrant Child Care*		1,191	0	1,191	Kern	50,000	2%
SUBTOTAL CA DEPT of ED		1,277,776	0	1,277,776		8,689,992	15%
x							
State General Child Care*		248,476	0	248,476	SJC	1,175,152	21%
SUBTOTAL CA DEPT of ED		248,476	0	248,476		1,175,152	21%
GRAND TOTAL		1,966,931	0	1,966,931		11,927,243	16%
				89,347			
				2,056,278			

Community Action Partnership of Kern
Early Head Start Child Care Partnerships
Non-Federal Share and In-Kind Year-to-Date Report
Budget Period: March 1, 2025 through March 31, 2025
Report for period ending March 31, 2025 (Month 01 of 12)

Percent of year elapsed: **0.08%**

LOCATION	FUNDED ENROLL- MENT	Mar-25	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Kern Community College District - BC	32	27,255	27,255	137,864	20%
KCSOS - Blanton	16	34,352	34,352	68,932	50%
Garden Pathways	11	81	81	47,391	0%
Taft College	42	27,610	27,610	180,947	15%
Escuelita Hernandez	16	49	86	68,932	0%
Program Services		0	0		
Admin Services		0	0		
GRAND TOTAL	117	89,347	89,384	504,065	18%

Budget reflects Notice of Award #09CH012489-02-00



MEMORANDUM

To: Budget and Finance Committee of Policy Council

From: Tracy Webster, CFO/ Louis Rodriguez, Finance Administrator

Date: May 20, 2025

Subject: *Head Start (No Cost Extension)*
Budget to Actual Report for the period ended February 28, 2025 – **Info Item**

The following are highlights of the Head Start Budget to Actual Report for the period of March 1, 2023, through February 28, 2025. Twenty-Four months (100%) of the 24-month budget period have elapsed. The office of Head Start processed a no cost extension to the prior year contract through February 28, 2025. This will allow CAPK to complete ongoing capital projects to benefit the Head Start program.

Base Funds

Overall expenditures are 100% of the budget.

Training & Technical Assistance Funds

Overall expenditures are 100% of the budget.

Non-Federal Share (Head Start and Early Head Start combined)

The non-Federal share is 117% of the budget.

Community Action Partnership of Kern

Head Start

Budget to Actual Report

Budget Period: March 1, 2023 - February 28, 2025 (No Cost Extension)

Report Period: March 1, 2023 - February 28, 2025

Month 24 of 24 (100%)

Prepared 03/13/2025

	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
BASE FUNDS					
PERSONNEL	8,932,482	9,182,482	(250,000)	103%	-3%
FRINGE BENEFITS	2,356,212	2,606,212	(250,000)	111%	-11%
TRAVEL	25,228	25,228	-	100%	0%
EQUIPMENT	633,362	556,452	76,910	88%	12%
SUPPLIES	1,158,992	1,408,993	(250,001)	122%	-22%
CONTRACTUAL	1,507,145	445,225	1,061,920	30%	70%
CONSTRUCTION	629,397.00	879,397	(250,000)	140%	-40%
OTHER	4,594,069	4,844,069	(250,000)	105%	-5%
INDIRECT	1,867,451	1,756,280	111,171	94%	6%
TOTAL BASE FUNDING	21,704,338	21,704,338	-	100%	0%

TRAINING & TECHNICAL ASSISTANCE

TRAVEL	41,904	41,904	-	100%	0%
SUPPLIES	23,986	23,986	-	100%	0%
CONTRACTUAL	22,800	22,800	-	100%	0%
OTHER	72,752	72,752	-	100%	0%
INDIRECT	16,144	16,144	-	100%	0%
TOTAL TRAINING & TECHNICAL ASSISTANCE	177,586	177,586	-	100%	0%

GRAND TOTAL HS FEDERAL FUNDS	21,881,924	21,881,924	-	100%	0%
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HEAD START and EARLY HEAD START COMBINED NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,958,398	3,993,841	(2,035,443)	204%	-104%
CALIF DEPT OF ED	11,131,398	11,261,048	(129,650)	101%	-1%
TOTAL NON-FEDERAL	13,089,796	15,254,889	(2,165,093)	117%	-17%

Budget reflects Notice of Award #09CH011132-05-06

Actual expenditures include posted expenditures and estimated adjustments through 02/28/2025

Administrative Cost for HS and EHS **10.9%**



MEMORANDUM

To: Budget and Finance Committee of Policy Council

From: Tracy Webster, CFO / Louis Rodriguez, Finance Administrator

Date: May 20, 2025

Subject: *Early Head Start (No Cost Extension)*
Budget to Actual Report for the period ended February 28, 2025 – **Info Item**

The following are highlights of the Early Head Start Budget to Actual Report for the period of March 1, 2023, through February 28, 2025. Twenty-Four months (100%) of the 24-month budget period have elapsed. The office of Head Start processed a no cost extension to the prior year contract through February 28, 2025. This will allow CAPK to complete ongoing capital projects to benefit the Head Start program.

Base Funds

Overall expenditures are 100% of the budget.

Training & Technical Assistance Funds

Overall expenditures are 100% of the budget.

**Community Action Partnership of Kern
Early Head Start**

Budget to Actual Report

Budget Period: March 1, 2023 - February 28, 2025 (No Cost Extension)

Report Period: March 1, 2023 - February 38, 2025

Month 24 of 24 (100%)

Prepared 03/13/2025

	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
BASE FUNDS					
PERSONNEL	8,833,704	9,083,704	(250,000)	103%	-3%
FRINGE BENEFITS	2,454,456	2,642,510	(188,054)	108%	-8%
TRAVEL	37,198	37,190	8	100%	0%
EQUIPMENT	393,127	242,317	150,810	62%	38%
SUPPLIES	1,391,203	1,474,760	(83,557)	106%	-6%
CONTRACTUAL	2,588,535	1,601,504	987,031	62%	38%
CONSTRUCTION	1,320	251,320	(250,000)	19039%	-18939%
OTHER	3,212,174	3,462,174	(250,000)	108%	-8%
INDIRECT	1,569,115	1,685,353	(116,238)	107%	-7%
TOTAL BASE FUNDING	20,480,832	20,480,832	-	100%	0%
TRAINING & TECHNICAL ASSISTANCE					
PERSONNEL	-	-	-		
FRINGE BENEFITS	-	-	-		
TRAVEL	46,536	46,536	-	100%	0%
SUPPLIES	30,013	30,013	-	100%	0%
CONTRACTUAL	26,080	26,080	-	100%	0%
OTHER	212,393	212,393	-	100%	0%
INDIRECT	28,924	28,924	-	100%	0%
TOTAL TRAINING & TECHNICAL ASSISTANCE	343,946	343,946	-	100%	0%
GRAND TOTAL EHS FEDERAL FUND:	20,824,778	20,824,778	-	100%	0%

Budget reflects Notice of Award #09CH011132-05-06

Actual expenditures include posted expenditures and estimated adjustments through 02/28/2025



MEMORANDUM

To: Budget and Finance Committee of Policy Council

From: Tracy Webster, CFO/ Louis Rodriguez, Finance Administrator

Date: May 20, 2025

Subject: *Head Start*
Building Proceeds for Central Kitchen as of March 31, 2025 – **Info Item**

CAPK received authorization from the Office of Head Start (OHS) to sell the properties located at 3100 Mall View Road and 5005 Business Park North. Accordingly, OHS requested that the proceeds from the sale of these buildings be held in an interest-bearing account for the purpose of funding the construction of a new central kitchen.

The remodel of the new central kitchen will be largely funded from the funds in this account and by the funds from the no cost extension grant 09CH011132-05. CAPK submits regular reporting to OHS each time funds are expended for this construction project.

The following are highlights of the funds held from the proceeds of sale of buildings designated for the New Central Kitchen remodel for the period ended March 31, 2025.

Overall expenditures are 100% of the Building Proceeds.

Community Action Partnership of Kern

Building Proceeds

Report Period: March 1, 2023 - March 31, 2025

Prepared 05/12/2025

BUILDING PROCEEDS (For Central Kitchen Remodel)	BUILDING PROCEEDS	EARNINGS (INTEREST)	TOTAL	EXPENSES	REMAINING	% REMAINING
	3,329,792	28,946	3,358,738	3,358,738	(0)	0.0%

% Spent 100.0%

Sale Central Kitchen - 10/31/2023	1,105,128
Sale BPN - 02/14/2024	2,224,664
Total Proceeds	<u>3,329,792</u>
Plus Interest	<u>28,946</u>
	3,358,738
Less Expenses	<u>3,358,738</u>
Remaining Balance	<u>(0)</u>

**COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT TRAVEL & CHILD CARE (6115)
2025-2026**

HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO- DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2025	\$ 1,350.00	\$ 97.45	\$ 97.45	\$ 1,252.55	8%	7%
APRIL 2025	\$ 1,252.55	\$ -	\$ 97.45	\$ 1,252.55	17%	7%
MAY 2025	\$ 1,252.55	\$ -	\$ 97.45	\$ 1,252.55	25%	7%
JUNE 2025	\$ 1,252.55	\$ -	\$ 97.45	\$ 1,252.55	33%	7%
JULY 2025	\$ 1,252.55	\$ -	\$ 97.45	\$ 1,252.55	42%	7%
AUGUST 2025	\$ 1,252.55	\$ -	\$ 97.45	\$ 1,252.55	50%	7%
SEPTEMBER 2025	\$ 1,252.55	\$ -	\$ 97.45	\$ 1,252.55	58%	7%
OCTOBER 2025	\$ 1,252.55	\$ -	\$ 97.45	\$ 1,252.55	67%	7%
NOVEMBER 2025	\$ 1,252.55	\$ -	\$ 97.45	\$ 1,252.55	75%	7%
DECEMBER 2025	\$ 1,252.55	\$ -	\$ 97.45	\$ 1,252.55	83%	7%
JANUARY 2026	\$ 1,252.55	\$ -	\$ 97.45	\$ 1,252.55	92%	7%
FEBRUARY 2026	\$ 1,252.55	\$ -	\$ 97.45	\$ 1,252.55	100%	7%

EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO- DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2025	\$ 500.00	\$ 54.81	\$ 54.81	\$ 445.19	8%	11%
APRIL 2025	\$ 445.19	\$ -	\$ 54.81	\$ 445.19	17%	11%
MAY 2025	\$ 445.19	\$ -	\$ 54.81	\$ 445.19	25%	11%
JUNE 2025	\$ 445.19	\$ -	\$ 54.81	\$ 445.19	33%	11%
JULY 2025	\$ 445.19	\$ -	\$ 54.81	\$ 445.19	42%	11%
AUGUST 2025	\$ 445.19	\$ -	\$ 54.81	\$ 445.19	50%	11%
SEPTEMBER 2025	\$ 445.19	\$ -	\$ 54.81	\$ 445.19	58%	11%
OCTOBER 2025	\$ 445.19	\$ -	\$ 54.81	\$ 445.19	67%	11%
NOVEMBER 2025	\$ 445.19	\$ -	\$ 54.81	\$ 445.19	75%	11%
DECEMBER 2025	\$ 445.19	\$ -	\$ 54.81	\$ 445.19	83%	11%
JANUARY 2026	\$ 445.19	\$ -	\$ 54.81	\$ 445.19	92%	11%
FEBRUARY 2026	\$ 445.19	\$ -	\$ 54.81	\$ 445.19	100%	11%

Prepared by: Louis Rodriquez
April 13, 2025

**COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES (7175)
2025-2026**

HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO- DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2025	\$ 9,210.00	\$ 230.87	\$ 230.87	\$ 8,979.13	8%	3%
APRIL 2025	\$ 8,979.13	\$ -	\$ 230.87	\$ 8,979.13	17%	3%
MAY 2025	\$ 8,979.13	\$ -	\$ 230.87	\$ 8,979.13	25%	3%
JUNE 2025	\$ 8,979.13	\$ -	\$ 230.87	\$ 8,979.13	33%	3%
JULY 2025	\$ 8,979.13	\$ -	\$ 230.87	\$ 8,979.13	42%	3%
AUGUST 2025	\$ 8,979.13	\$ -	\$ 230.87	\$ 8,979.13	50%	3%
SEPTEMBER 2025	\$ 8,979.13	\$ -	\$ 230.87	\$ 8,979.13	58%	3%
OCTOBER 2025	\$ 8,979.13	\$ -	\$ 230.87	\$ 8,979.13	67%	3%
NOVEMBER 2025	\$ 8,979.13	\$ -	\$ 230.87	\$ 8,979.13	75%	3%
DECEMBER 2025	\$ 8,979.13	\$ -	\$ 230.87	\$ 8,979.13	83%	3%
JANUARY 2026	\$ 8,979.13	\$ -	\$ 230.87	\$ 8,979.13	92%	3%
FEBRUARY 2026	\$ 8,979.13	\$ -	\$ 230.87	\$ 8,979.13	100%	3%

EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO- DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2025	\$ 5,245.00	\$ 129.87	\$ 129.87	\$ 5,115.13	8%	2%
APRIL 2025	\$ 5,115.13	\$ -	\$ 129.87	\$ 5,115.13	17%	2%
MAY 2025	\$ 5,115.13	\$ -	\$ 129.87	\$ 5,115.13	25%	2%
JUNE 2025	\$ 5,115.13	\$ -	\$ 129.87	\$ 5,115.13	33%	2%
JULY 2025	\$ 5,115.13	\$ -	\$ 129.87	\$ 5,115.13	42%	2%
AUGUST 2025	\$ 5,115.13	\$ -	\$ 129.87	\$ 5,115.13	50%	2%
SEPTEMBER 2025	\$ 5,115.13	\$ -	\$ 129.87	\$ 5,115.13	58%	2%
OCTOBER 2025	\$ 5,115.13	\$ -	\$ 129.87	\$ 5,115.13	67%	2%
NOVEMBER 2025	\$ 5,115.13	\$ -	\$ 129.87	\$ 5,115.13	75%	2%
DECEMBER 2025	\$ 5,115.13	\$ -	\$ 129.87	\$ 5,115.13	83%	2%
JANUARY 2026	\$ 5,115.13	\$ -	\$ 129.87	\$ 5,115.13	92%	2%
FEBRUARY 2026	\$ 5,115.13	\$ -	\$ 129.87	\$ 5,115.13	100%	2%

April 13, 2025