



AGENDA

IRVINE CHILD CARE PROJECT REGULAR MEETING

September 13, 2021
8:30 AM

Adam Buchanan
President

Cyril Yu
Vice President

Alan Battenfield
Clerk

Board Member:
Stephanie Bynon
Tammy Kim

Irvine Child Resource Center
14341 Yale Avenue
Irvine, CA 92604

VIRTUAL PARTICIPATION AT IRVINE CHILD CARE PROJECT MEETINGS

YOU MAY SUBMIT COMMENTS ON ANY AGENDA ITEM OR ON ANY ITEM NOT ON THE AGENDA, IN WRITING VIA MAIL TO “ATTN: IRVINE CHILD CARE PROJECT,” ONE CIVIC CENTER PLAZA, IRVINE, CA 92606; OR BY EMAIL TO SDINEEN@CITYOFIRVINE.ORG. WRITTEN COMMENTS FOR AGENDA ITEMS WILL BE DISTRIBUTED TO COMMITTEE MEMBERS AND STAFF PRIOR TO THE MEETING. YOU MAY ALSO PROVIDE LIVE COMMENTS VIA “ZOOM.” IF YOU WISH TO SPEAK DURING PUBLIC COMMENTS DURING THE MEETING, PLEASE VISIT CITYOFIRVINE.ORG/CHILD-CARE-DEVELOPMENT/IRVINE-CHILD-CARE-PROJECT-BOARD-INFORMATION FOR INSTRUCTIONS.

PLEASE NOTE: THE IRVINE CHILD CARE PROJECT IS MAKING EVERY EFFORT TO FOLLOW THE SPIRIT AND INTENT OF THE BROWN ACT AND OTHER APPLICABLE LAWS REGULATING THE CONDUCT OF PUBLIC MEETINGS, IN ORDER TO MAXIMIZE TRANSPARENCY AND PUBLIC ACCESS. FOR QUESTIONS OR ASSISTANCE, PLEASE CONTACT THE COMMUNITY SERVICES DEPARTMENT AT 949-724-6600, OR VIA EMAIL AT SDINEEN@CITYOFIRVINE.ORG. IT WOULD BE APPRECIATED IF WRITTEN COMMUNICATIONS OF PUBLIC COMMENTS RELATED TO ITEMS ON THE AGENDA, OR ITEMS NOT ON THE AGENDA, ARE PROVIDED PRIOR TO THE COMMENCEMENT OF THE MEETING.

Speaker’s Form/Request to Speak - If you would like to address the Board on a scheduled agenda item, please complete the Request to Speak Form. Speaker’s Forms are located on the table at the entrance to the Meeting Room. Please identify on the card your name, address and the item on which you would like to speak and return to the Recording Secretary. The Request to Speak Form assists the Chair in ensuring that all persons wishing to address the Board are recognized. Your name will be called at the time the matter is heard by the Board.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

PRESENTATIONS

ANNOUNCEMENTS

Announcements are for the purpose of presenting brief comments or reports, are subject to California Government Code Section 54954.2 of the Brown Act and are limited to 15 minutes per meeting.

PUBLIC COMMENTS

Any member of the public may address the Board on items within the Board's subject matter jurisdiction, but which are not listed on the Agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. PUBLIC COMMENTS are scheduled for 30 minutes and are limited to 3 minutes per person. If you wish to speak, please **complete a Speaker's Form and submit it to the Recording Secretary.**

ADDITIONS AND DELETIONS TO THE AGENDA

Additions to the agenda are limited by California Government Code Section 54954.2 of the Brown Act and for those items that arise after the posting of the Agenda and must be acted upon prior to the next Board meeting.

CONSENT CALENDAR

All matters listed under Consent Calendar are considered to be routine and enacted by one roll call vote. There will be no discussion of these items unless members of the Board request specific items to be removed from the Consent Calendar for separate discussion. Any member of the public may address the Board on items on the Consent Calendar. Public comments on any item or items on the consent calendar are limited to three minutes per speaker. If you wish to speak to a particular item or items, please complete a Speakers Form and submit to Recording Secretary.

1. MINUTES

RECOMMENDED ACTION:

Approve the minutes of the Irvine Child Care Project held on June 14, 2021.

2. WARRANT REQUEST – CATALYST FAMILY INC.

RECOMMENDED ACTION:

Approve payment of \$47,895.95 to Catalyst Family Inc. for child care development services for July 1-31, 2021.

3. WARRANT REQUEST – IRVINE CHILDREN'S FUND (ICF) SCHOLARSHIPS

RECOMMENDED ACTION:

Approve payments for warrants totaling the amount of \$9,176.25 (**CDBG**) for child care services for July 1-31, 2021 funded by ICF scholarships.

- \$ 1,848.75 to Catalyst Family Inc. **(CDBG)**
- \$ 550.00 to Creekers Club **(CDBG)**
- \$ 00.00 to Dolphin Club
- \$ 00.00 to Kids Stuff
- \$ 6,777.50 to Rainbow Rising **(CDBG)**

4. WARRANT REQUEST – IRVINE CHILDREN’S FUND CORONAVIRUS (CV) SCHOLARSHIPS

RECOMMENDED ACTION:

Approve payments for warrants totaling the amount of \$7,541.50 **(CDBG-CV)** for child care services for July 1-31, 2021 funded by CV scholarships.

- \$ 726.75 to Catalyst Family Inc. **(CDBG-CV)**
- \$ 330.00 to Creekers Club **(CDBG-CV)**
- \$ 00.00 to Dolphin Club
- \$ 00.00 to Kids Stuff
- \$ 6,484.75 to Rainbow Rising **(CDBG-CV)**

5. WARRANT REQUEST – IRVINE CHILDREN’S FUND (ICCP) SCHOLARSHIPS

RECOMMENDED ACTION:

Approve payments for warrants totaling the amount of \$500.00 **(\$500.00 ICCP)** for child care services for July 1-31, 2021 funded by ICCP scholarships.

- \$ 00.00 to Catalyst Family Inc.
- \$ 00.00 to Creekers Club
- \$ 00.00 to Dolphin Club
- \$ 00.00 to Kids Stuff
- \$ 500.00 to Rainbow Rising **(ICCP)**

6. WARRANT REQUEST – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

RECOMMENDED ACTION:

Approve payment of \$73,956.67 for payment for sale of IUSD-owned portables to ICCP, Utilities, Facilities and Financial Support Services, Custodial Equipment Amortization and Custodial Services for the month of July 2021.

- \$47,685.08 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$ 8,007.17 for Utilities
- \$ 7,000.00 for Facilities & Financial Support

7. WARRANT REQUEST – CITY OF IRVINE

RECOMMENDED ACTION:

Approve payment of \$20,771.59 to the City of Irvine for Program and Grant Administration for the month of July 2021.

- \$ 19,817.67 for Program Administration
- \$ 957.92 for Grant Administration

8. ICCP PAYMENTS ISSUED JULY 2021

RECOMMENDED ACTION:

Receive and file attached record of payments issued July 2021 for service month May 2021.

9. ICCP PAYMENTS ISSUED AUGUST 2021

RECOMMENDED ACTION:

Receive and file attached record of payments issued August 2021 for service month June 2021.

10. DEPOSIT OF SCHOLARSHIP FUNDS FROM ICF

RECOMMENDED ACTION:

Authorize the deposit of funds from the ICF into the appropriate account as follows:

- \$ 13,923.13 01-005-712-00-8689
- \$ 14,047.13 01-005-712-00-8699

11. DEPOSIT OF STATE GRANT APPORTIONMENT

RECOMMENDED ACTION:

Authorize the deposit of grant funds from the State Department of Education and the Department of Social Services into the appropriate account as follows:

- \$ 63,592.00 01-005-50100-8290
- \$ 29,975.00 01-005-50100-8290
- \$ 5,979.00 01-005-50100-8290
- \$282,651.00 01-005-50100-8590

BOARD BUSINESS

12. CALIFORNIA DEPARTMENT OF SOCIAL SERVICES GENERAL CHILD CARE AND DEVELOPMENT PROGRAM GRANT FUNDING FOR FY 2021-22 (CCTR-1167)

RECOMMENDED ACTION:

Receive and file California Department of Social Services General Child Care and Development Program Grant Funding for FY 2021-22.

13. SUBCONTRACT AGREEMENT WITH CONTINUING DEVELOPMENT, INC. FOR CALIFORNIA DEPARTMENT OF SOCIAL SERVICES GENERAL CHILD CARE AND DEVELOPMENT PROGRAM GRANT FUNDING (CCTR-1167)

RECOMMENDED ACTION:

Receive and file Subcontract Agreement with Continuing Development, Inc. for California Department of Social Services General Child Care and Development Program Grant Funding.

14. RESOLUTION AND AGREEMENT TO TERMINATE THE CONTRACT BETWEEN THE BOARD OF ADMINISTRATION CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND THE BOARD OF DIRECTORS IRVINE CHILD CARE PROJECT

RECOMMENDED ACTION:

Adopt the Resolution to Terminate the Contract and Approve the Agreement to Terminate the Contract between the Board of Administration, California Public Employees' Retirement System; and the ICCP Board of Directors and authorize President Buchanan to sign on behalf of the ICCP Board of Directors.

15. APPOINTMENT PROCEDURE FOR PROVIDER SELECTION AT SOLIS PARK SCHOOL

RECOMMENDED ACTION:

Submitted for the Board's information.

REPORTS

16. FACILITIES AND BUDGET REPORT – JOHN FOGARTY

RECOMMENDED ACTION:

Receive and File.

17. ICCP ADMINISTRATOR'S REPORT – TRACI STUBBLER

RECOMMENDED ACTION:

Receive and File.

ADJOURNMENT

The next Irvine Child Care Project Board Meeting will convene at 8:30 a.m. on **Monday, October 18, 2021.**

NOTICE TO THE PUBLIC

At 11:00 a.m., the Irvine Child Care Project will determine which of the remaining agenda items can be considered and acted upon prior to 12:00 p.m. and will continue all other items on which additional time is required until a future Committee meeting. All meetings are scheduled to terminate at 12:00 p.m.

STAFF REPORTS

As a general rule, staff reports or other written documentation have been prepared or organized with respect to each item of business listed on the agenda. Copies of these materials are on file with the Irvine Child Care Project liaison and are available for public inspection and copying once the agenda is publicly posted, (at least 72 hours prior to a regular Irvine Child Care Project meeting). If you have any questions regarding any item of business on the agenda for this meeting, or any of the staff reports or other documentation relating to any agenda item, please contact Irvine Child Care Project liaison at (949) 724-6503.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Irvine Child Care Project regarding any item on this agenda after the posting of the agenda will be available for public review in the Community Services Department, One Civic Center Plaza, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting.

SUBMITTAL OF INFORMATION BY MEMBERS OF THE PUBLIC FOR DISSEMINATION OR PRESENTATION AT PUBLIC MEETINGS

Written Materials/Handouts: Any member of the public who desires to submit documentation in hard copy form may do so prior to the meeting or at the time he/she addresses the Irvine Child Care Project Board. Please provide 15 copies of the information to be submitted and file with the Recording Secretary at the time of arrival to the meeting. This information will be disseminated to the Irvine Child Care Project at the time testimony is given.

CITY SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS

AMERICANS WITH DISABILITIES ACT: It is the intention of the City of Irvine to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Irvine will attempt to accommodate you in every reasonable manner. Please contact Irvine Child Care Project liaison at 949-724-6647 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible.

COMMUNICATION AND ELECTRONIC DEVICES

To minimize distractions, please be sure all personal communication and electronic devices are turned off or on silent mode.

MEETING SCHEDULE

Regular meetings of the Irvine Child Care Project are held on the second Monday of January, March, May, June, September, October, and November, at 8:30 a.m. unless otherwise noted. Agendas are available at the following locations:

- Police Department
- Front Entrance of City Hall
- City's web page at cityofirvine.org.

I hereby certify that the agenda for the Irvine Child Care Project meeting was posted at the main entrance of City Hall and in the posting book located in the Public Safety Lobby, One Civic Center Plaza, Irvine, California on September 3, 2021 by 5:30 p.m. as well as on the City's web page.


Board Liaison

CONSENT

ITEM 1
MINUTES



Minutes

IRVINE CHILD CARE PROJECT REGULAR MEETING

June 14, 2021

Irvine Child Resource Center
14341 Yale Avenue
Irvine, California

CALL TO ORDER

A regular meeting of the Irvine Child Care Project (ICCP) was called to order at 8:34 a.m. by President Buchanan.

ROLL CALL

| | | |
|----------|-------------------------|-----------------|
| Present: | BOARD MEMBER: | Stephanie Bynon |
| | ALTERNATE BOARD MEMBER: | Anthony Kuo |
| | VICE PRESIDENT: | Cyril Yu |
| | PRESIDENT: | Adam Buchanan |

| | | |
|---------|--------|------------------|
| Absent: | CLERK: | Alan Battenfield |
|---------|--------|------------------|

PLEDGE OF ALLEGIANCE

President Buchanan led the Pledge of Allegiance.

INTRODUCTIONS

Jennifer Payton, IUSD Confidential Assistant, introduced Laurie Serich-Lundquist, Irvine Unified School District Director of Fiscal Support Services, who was in attendance while John Fogarty was out.

Corey Lakin, Deputy Director of Community Services, introduced Kristin Auer, Community Services Manager, who will now be overseeing the Parks and Recreation, Child Care, and Special Events Division.

ANNOUNCEMENTS

There were no announcements.

PRESENTATIONS

There were no presentations.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

PUBLIC COMMENTS

There were no public comments.

CONSENT CALENDAR

Moved by Vice President Yu, seconded by Board Member Bynon, and unanimously carried to approve Consent Calendar items 1 through 8.

The motion carried as follows:

Ayes: Buchanan, Bynon, Kuo, Yu
Absent Battenfield

1. APPROVAL OF IRVINE CHILD CARE PROJECT (ICCP) MINUTES

ACTION:

Approved the minutes of a regular meeting of the Irvine Child Care Project held on May 10, 2021.

2. WARRANT REQUEST – CATALYST FAMILY INC.

ACTION:

Approved payment of \$34,772.94 to Catalyst Family Inc. for child care development services for April 1-30, 2021.

3. WARRANT REQUEST – CATALYST FAMILY INC.

ACTION:

Approved payment of \$60,016.72 to Catalyst Family Inc. for the Quarter 3 adjustment for child care development services provided in the period July 1, 2020 through March 31, 2021.

4. WARRANT REQUEST – IRVINE CHILDREN’S FUND (ICF) SCHOLARSHIPS

ACTION:

Approved payments for warrants totaling the amount of \$7,325.00 (CDBG) for child care services for April 1-30, 2021 funded by ICF scholarships.

- \$ 5,432.00 to Rainbow Rising (CDBG)
- \$ 00.00 to Kids Stuff
- \$ 1,893.00 to Catalyst Family Inc. (CDBG)
- \$ 00.00 to Dolphin Club
- \$ 00.00 to Creekers Club

5. WARRANT REQUEST – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

ACTION:

Approved payment of \$72,423.34 for payment for sale of IUSD-owned portables to ICCP, Utilities, Facilities and Financial Support Services, Custodial Equipment Amortization and Custodial Services for the month of April 2021.

- \$46,674.67 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$ 7,625.92 for Utilities
- \$ 6,858.33 for Facilities & Financial Support

6. WARRANT REQUEST – CITY OF IRVINE

ACTION:

Approved payment of \$15,141.78 to the City of Irvine for Program and Grant Administration for the month of April 2021.

- \$ 14,020.78 for Program Administration
- \$ 1,121.00 for Grant Administration

7. RENEWAL OF MEMORANDUM OF UNDERSTANDING FOR IRVINE CHILD CARE PROJECT (ICCP) USE OF PERMANENT CHILD CARE BUILDINGS AT BEACON PARK K-8 SCHOOL CAMPUS

ACTION:

Authorized an ICCP Board Member to sign the attached Memorandum of Understanding for ICCP use of permanent child care buildings at the Beacon Park K-8 school campus for the time period July 1, 2021 through June 30, 2022.

8. RENEWAL OF MEMORANDUM OF UNDERSTANDING FOR IRVINE CHILD CARE PROJECT (ICCP) USE OF PERMANENT CHILD CARE BUILDINGS AT CADENCE PARK K-8 SCHOOL CAMPUS

ACTION:

Authorized an ICCP Board Member to sign the attached Memorandum of Understanding for ICCP use of permanent child care buildings at the Cadence Park K-8 school campus for the time period July 1, 2021 through June 30, 2022.

BOARD BUSINESS

9. ACCEPTANCE OF FUNDS AWARDED BY THE IRVINE CHILDREN’S FUND (ICF) TO SUPPORT THE ICCP SCHOLARSHIP PROGRAM FOR THE 2021-22 FISCAL YEAR

ACTION: Moved by Vice President Yu, seconded by Board Member Bynon to accept the award of \$80,000 for the 2021-22 Fiscal Year and one time Coronavirus relief funds in the amount of \$979,820 from Irvine Children’s Fund to support the ICCP Scholarship Program.

The motion carried as follows:

Ayes: Buchanan, Bynon, Kuo, Yu
Absent: Battenfield

10. IRVINE CHILD CARE PROJECT (ICCP) PROPOSED BUDGET FOR FY 2021-22 WITH MULTI-YEAR BUDGET PROJECTIONS

ACTION: Moved by Vice President Yu, seconded by Board Member Bynon to approve the FY 2021-22 Budget.

The motion carried as follows:

Ayes: Buchanan, Bynon, Kuo, Yu
Absent: Battenfield

11. IRVINE CHILD CARE PROJECT RENT RELIEF FOR PROVIDERS

Discussion included: Board Members discussed the possibility of ending rental assistance at this time or giving sites an additional month of rental relief, and whether a special meeting would be required prior to the next regularly scheduled ICCP board meeting.

ACTION: Moved by Board Member Bynon to:

Approve Option A: No additional waiver for rental payments or any portion thereof, beyond June 2021.

There was no second to the motion.

ACTION: A substitute motion was made by Vice President Yu, seconded by Alternate Board Member Kuo to:

Approve Option B: Waiver of 50 percent of rental payments for the month of July 2021, which would be a loss in revenue to ICCP of \$78,870.00

The motion carried as follows:

Ayes: Buchanan, Kuo, Yu
 Noes: Bynon
 Absent: Battenfield

REPORTS

12. FACILITIES AND BUDGET REPORT – LAURIE SERICH

Report was reviewed.

13. ICCP ADMINISTRATOR’S REPORT – TRACI STUBBLER

Report was reviewed.

ADJOURNMENT

Moved by Board Member Bynon, seconded by Vice President Yu, and unanimously carried to adjourn the meeting at 9:02 a.m. The next Regular Irvine Child Care Project Board Meeting will convene at 8:30 a.m. on **Monday, September 13, 2021**.

 ADAM BUCHANAN, PRESIDENT
 IRVINE CHILD CARE PROJECT

 SHANE DINEEN
 RECORDING SECRETARY

Date Approved: _____

ITEM 2

IRVINE CHILD CARE PROJECT

TOPIC: **WARRANT REQUEST – CATALYST FAMILY INC.**

DESCRIPTION: Catalyst Family Inc. has submitted an invoice in the amount of \$47,895.95 for child care development services for the month of July. This provider served a total of 58 children during this month.

A site-by-site breakdown of service follows.

The attached invoice and warrant request in the amount of \$47,895.95 are submitted for the Board's review and approval.

RECOMMENDATION: Approve payment of \$47,895.95 to Catalyst Family Inc. for child care development services for July 1-31, 2021.

IRVINE CHILD CARE PROJECT

DATE: September 13, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|----------------------|---------------------------------------|--------------------|
| CATALYST FAMILY INC. | 00550159-5810 | \$47,895.95 |
| | TOTAL | \$47,895.95 |

EXPENDITURE CLASSIFICATION SUMMARY

| | | |
|---------------|--------------|--------------------|
| 00550159-5810 | \$47,895.95 | |
| | TOTAL | \$47,895.95 |

**ATTENDANCE SUMMARY
CERTIFIED CHILDREN**

STATE GRANT

**July 21
(21 days of service)**

CATALYST FAMILY INC.:

| | | |
|-----------------------------|--------------------|---|
| Stonegate | 1 10 | children served child days of enrollment |
| Oak Creek | 3 63 | children served child days of enrollment |
| Vista Verde | 0 0 | children served child days of enrollment |
| Plaza Vista | 23 430 | children served child days of enrollment |
| Canyon View | 3 41 | children served child days of enrollment |
| Turtle Rock | 4 57 | children served child days of enrollment |
| Springbrook | 4 74 | children served child days of enrollment |
| Deerfield | 8 148 | children served child days of enrollment |
| University Park | 12 214 | children served child days of enrollment |
| <u>TOTALS:</u> | 58 1037 | children served child days of enrollment |
| <u>YEAR-TO-DATE:</u> | 58 1037 | children served child days of enrollment |



350 Woodview Ave, Suite 100
 Morgan Hill, CA. 95037
 (408)556-7300

INVOICE NUMBER
5040-JUL21

DATE: August 12, 2021

SOLD TO: Irvine Child Care Project
 14341 Yale Avenue
 Irvine, CA 92604
 Attention: Traci Stubler

| DESCRIPTION | PRICE | AMOUNT |
|---|--------------------|-------------|
| General child development services provided in period <u>July 1, 2021</u> through <u>July 31, 2021</u> | | |
| Fiscal Year 2021-2022 Contract Type: CCTR-1167 | | |
| Service fees of <u>986.15</u> days @ \$49.54 | \$48,853.87 | |
| Less Certified Parent fees | - \$0.00 | |
| Contract earnings to District | \$48,853.87 | |
| Adjustment for District Indirect Cost $\$48,853.87 \div 1.02 =$ | \$957.92 | |
| Balance due to Catalyst Family Inc. | | \$47,895.95 |
| <u>Billing Summary:</u> | | |
| Cumulative Prior Period Amount Billed | \$0.00 | |
| Current Period Billing | <u>\$47,895.95</u> | |
| Cumulative Fiscal Year Amount Billed | \$47,895.95 | |
| Contract Maximum Billable | \$1,048,407.84 | |
| Available remaining balance | \$1,000,511.89 | |

ITEM 3

IRVINE CHILD CARE PROJECT

TOPIC: WARRANT REQUESTS – IRVINE CHILDREN’S FUND (ICF) SCHOLARSHIPS

DESCRIPTION: Warrant requests in the amount of **\$9,176.25 (CDBG)** are submitted for the Board’s review and approval for ICF Scholarships during the month of **July 2021**. The warrants to be issued are as follows:

\$1,848.75 to Catalyst Family Inc. **(CDBG)**

\$550.00 to Creekers Club **(CDBG)**

\$00.00 to Dolphin Club

\$00.00 to Kids Stuff

\$6,777.50 to Rainbow Rising **(CDBG)**

A site-by-site breakdown follows.

RECOMMENDATION: Approve payments for warrants totaling the amount of **\$9,176.25 (CDBG)** for child care services for July 1-31, 2021 funded by ICF scholarships.

IRVINE CHILD CARE PROJECT

DATE: September 13, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|----------------------|---------------------------------------|-------------------|
| CATALYST FAMILY INC. | 00571259-5817 | \$1,848.75 |
| CREEKERS CLUB | 00571259-5817 | \$550.00 |
| DOLPHIN CLUB | 00571259-5817 | \$00.00 |
| KIDS STUFF | 00571259-5817 | \$00.00 |
| RAINBOW RISING | 00571259-5817 | \$6,777.50 |
| | TOTAL | \$9,176.25 |

ATTENDANCE SUMMARY
IRVINE CHILDREN'S FUND SCHOLARSHIP PROGRAM
July 2021

| | |
|------------------------|-------------------|
| <i>Alderwood</i> | 0 children served |
| <i>Beacon Park</i> | 0 children served |
| <i>Bonita Canyon</i> | 0 children served |
| <i>Brywood</i> | 0 children served |
| <i>Cadence Park</i> | 0 children served |
| <i>Canyon View</i> | 0 children served |
| <i>College Park</i> | 0 children served |
| <i>Culverdale</i> | 6 children served |
| <i>Cypress Village</i> | 0 children served |
| <i>Deerfield</i> | 0 children served |
| <i>Eastshore</i> | 0 children served |
| <i>Eastwood</i> | 2 children served |
| <i>Greentree</i> | 0 children served |
| <i>Loma Ridge</i> | 0 children served |

| | |
|------------------------|-------------------|
| <i>Meadow Park</i> | 1 children served |
| <i>Northwood</i> | 1 children served |
| <i>Oak Creek</i> | 0 children served |
| <i>Plaza Vista</i> | 1 children served |
| <i>Portola Springs</i> | 1 children served |
| <i>Santiago Hills</i> | 0 children served |
| <i>Springbrook</i> | 0 children served |
| <i>Stone Creek</i> | 1 children served |
| <i>Stonegate</i> | 0 children served |
| <i>Turtle Rock</i> | 0 children served |
| <i>University Park</i> | 0 children served |
| <i>Vista Verde</i> | 1 children served |
| <i>Westpark</i> | 0 children served |
| <i>Woodbury</i> | 1 children served |

July 2021:

Number of Children Served: 15
 Number of Child Days of Enrollment: 205
 Number of Sites Served: 9
 Funds Awarded: \$9,176.25
 Number of Children Added to Program This Month: 15
 Number of Children Removed From Program This Month: 0
 Number of Children On Waiting List: 0

Year-to-Date:

Number of Children Served: 15
 Number of Child Days of Enrollment: 205
 Number of Sites Served: 9
 Funds Awarded: \$9,176.25

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND
SCHOLARSHIP PROGRAM
INVOICE**

July 2021

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to the students in the Rainbow Rising program operating at the following schools in Irvine, for **July 2021**, reimbursement amounts of:

| | | |
|--|-------------------|---------------|
| Culverdale | \$4,700.00 | (CDBG) |
| Eastwood | \$500.00 | (CDBG) |
| Meadow Park | \$787.50 | (CDBG) |
| Northwood | \$250.00 | (CDBG) |
| Portola Springs | \$540.00 | (CDBG) |
| Total Amount due to Rainbow Rising: | \$6,777.50 | (CDBG) |

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND
SCHOLARSHIP PROGRAM
INVOICE**

July 2021

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to the students in the **Catalyst Family Inc.** program operating at the following schools in Irvine, for **July 2021**, reimbursement amounts of:

| | |
|--|--------------------------|
| Plaza Vista | \$390.00 (CDBG) |
| Vista Verde | \$1,020.00 (CDBG) |
| Woodbury | \$438.75 (CDBG) |
| Total Amount due to Catalyst Family Inc.: | \$1,848.75 (CDBG) |

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND
SCHOLARSHIP PROGRAM
INVOICE**

July 2021

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to the students in the **Creeker's Club** program operating at the following schools in Irvine, for **July 2021**, reimbursement amounts of:

| | |
|-------------|-----------------|
| Stone Creek | \$550.00 (CDBG) |
|-------------|-----------------|

| | |
|--|------------------------|
| Total Amount due to Creeker's Club: | \$550.00 (CDBG) |
|--|------------------------|

ITEM 4

IRVINE CHILD CARE PROJECT

**TOPIC: WARRANT REQUESTS – IRVINE CHILDREN’S FUND
CORONAVIRUS (CV) SCHOLARSHIPS**

DESCRIPTION: Warrant requests in the amount of **\$7,541.50 (CDBG-CV)** are submitted for the Board’s review and approval for ICF-CV Scholarships during the month of **July 2021**. The warrants to be issued are as follows:

\$726.75 to Catalyst Family Inc. **(CDBG-CV)**

\$330.00 to Creekers Club **(CDBG-CV)**

\$00.00 to Dolphin Club

\$00.00 to Kids Stuff

\$6,484.75 to Rainbow Rising **(CDBG-CV)**

A site-by-site breakdown follows.

RECOMMENDATION: Approve payments for warrants totaling the amount of **\$7,541.50 (CDBG-CV)** for child care services for July 1-31, 2021 funded by ICF-CV scholarships.

**IRVINE CHILD CARE PROJECT
IRVINE CHILDREN'S FUND CORONAVIRUS SCHOLARSHIP PROGRAM**

DATE: September 13, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|----------------------|---------------------------------------|-------------------|
| CATALYST FAMILY INC. | 00571259-5817 | \$726.75 |
| CREEKERS CLUB | 00571259-5817 | \$330.00 |
| DOLPHIN CLUB | 00571259-5817 | \$00.00 |
| KIDS STUFF | 00571259-5817 | \$00.00 |
| RAINBOW RISING | 00571259-5817 | \$6,484.75 |
| | TOTAL | \$7,541.50 |

ATTENDANCE SUMMARY
IRVINE CHILDREN'S FUND CORONAVIRUS SCHOLARSHIP PROGRAM
July 2021

| | |
|------------------------|-------------------|
| <i>Alderwood</i> | 0 children served |
| <i>Beacon Park</i> | 0 children served |
| <i>Bonita Canyon</i> | 0 children served |
| <i>Brywood</i> | 0 children served |
| <i>Cadence Park</i> | 0 children served |
| <i>Canyon View</i> | 0 children served |
| <i>College Park</i> | 0 children served |
| <i>Culverdale</i> | 5 children served |
| <i>Cypress Village</i> | 2 children served |
| <i>Deerfield</i> | 0 children served |
| <i>Eastshore</i> | 0 children served |
| <i>Eastwood</i> | 0 children served |
| <i>Greentree</i> | 0 children served |
| <i>Loma Ridge</i> | 1 children served |

| | |
|------------------------|-------------------|
| <i>Meadow Park</i> | 2 children served |
| <i>Northwood</i> | 1 children served |
| <i>Oak Creek</i> | 0 children served |
| <i>Plaza Vista</i> | 2 children served |
| <i>Portola Springs</i> | 0 children served |
| <i>Santiago Hills</i> | 0 children served |
| <i>Springbrook</i> | 0 children served |
| <i>Stone Creek</i> | 1 children served |
| <i>Stonegate</i> | 0 children served |
| <i>Turtle Rock</i> | 0 children served |
| <i>University Park</i> | 0 children served |
| <i>Vista Verde</i> | 0 children served |
| <i>Westpark</i> | 0 children served |
| <i>Woodbury</i> | 0 children served |

July 2021¹:

Number of Children Served: 14
Number of Child Days of Enrollment: 192
Number of Sites Served: 8
Funds Awarded: \$7,791.50
Number of Children Added to Program This Month: 14
Number of Children Removed From Program This Month: 0
Number of Children On Waiting List: 0

Year-to-Date:

Number of Children Served: 14
Number of Child Days of Enrollment: 192
Number of Sites Served: 8
Funds Awarded: \$7,791.50

¹July 2021 Summary figures include the CDBG-CV Scholarship in the amount of \$250.00 awarded in June 2021.

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND
CORONAVIRUS (CV) SCHOLARSHIP PROGRAM
INVOICE**

July 2021

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to the students in the Rainbow Rising program operating at the following schools in Irvine, for **July 2021**, reimbursement amounts of:

| | | |
|--|-------------------|------------------|
| Culverdale | \$2,125.00 | (CDBG-CV) |
| Cypress Village | \$1,517.25 | (CDBG-CV) |
| Loma Ridge | \$630.00 | (CDBG-CV) |
| Meadow Park | \$1,837.50 | (CDBG-CV) |
| Northwood | \$375.00 | (CDBG-CV) |
| Total Amount due to Rainbow Rising: | \$6,484.75 | (CDBG-CV) |

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND
CORONAVIRUS (CV) SCHOLARSHIP PROGRAM
INVOICE**

July 2021

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to the students in the **Catalyst Family Inc.** program operating at the following schools in Irvine, for **July 2021**, reimbursement amounts of:

Plaza Vista \$726.00 (CDBG-CV)

**Total Amount due to
Catalyst Family Inc.:** \$726.00 (CDBG-CV)

ITEM 5

IRVINE CHILD CARE PROJECT

TOPIC: WARRANT REQUESTS – IRVINE CHILD CARE PROJECT (ICCP) SCHOLARSHIPS

DESCRIPTION: Warrant requests in the amount of **\$500.00** are submitted for the Board’s review and approval for ICCP Scholarships during the month of **July 2021**. The warrants to be issued are as follows:

\$00.00 to Catalyst Family Inc.

\$00.00 to Creekers Club

\$00.00 to Dolphin Club

\$00.00 to Kids Stuff

\$500.00 to Rainbow Rising

A site-by-site breakdown follows.

RECOMMENDATION: Approve payments for warrants totaling the amount of **\$500.00** for child care services for July 1-31, 2021 funded by ICCP scholarships.

**IRVINE CHILD CARE PROJECT
SCHOLARSHIP PROGRAM**

DATE: September 13, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|----------------------|---------------------------------------|-----------------|
| CATALYST FAMILY INC. | 00571259-5817 | \$00.00 |
| CREEKERS CLUB | 00571259-5817 | \$00.00 |
| DOLPHIN CLUB | 00571259-5817 | \$00.00 |
| KIDS STUFF | 00571259-5817 | \$00.00 |
| RAINBOW RISING | 00571259-5817 | \$500.00 |
| | TOTAL | \$500.00 |

**IRVINE CHILD CARE PROJECT
SCHOLARSHIP PROGRAM
INVOICE**

July 2021

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to the students in the Rainbow Rising program operating at the following schools in Irvine, for **July 2021**, reimbursement amounts of:

| | |
|------------|-----------------|
| Culverdale | \$500.00 (ICCP) |
|------------|-----------------|

| | |
|--|------------------------|
| Total Amount due to Rainbow Rising: | \$500.00 (ICCP) |
|--|------------------------|

ITEM 6

IRVINE CHILD CARE PROJECT

TOPIC: WARRANT REQUESTS – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

DESCRIPTION: IUSD has submitted an invoice for the Board’s review and approval in the amount of **\$73,956.67** for payment for sale of IUSD-owned portables to ICCP, Utilities, Facilities and Financial Support Services, Custodial Equipment Amortization and Custodial Services for the month of July 2021.

The specific breakdown is as follows:

- \$47,685.08 for Custodial Services
- \$675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$8,007.17 for Utilities
- \$7,000.00 for Facilities & Financial Support

RECOMMENDATION: Approve payment of **\$73,956.67** for payment for sale of IUSD-owned portables to ICCP, Utilities, Facilities and Financial Support Services, Custodial Equipment Amortization and Custodial Services for the month of July 2021.

IRVINE CHILD CARE PROJECT

DATE: September 13, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|---------------|---------------------------------------|--------------------|
| IUSD | 00571059-5862 | \$47,685.08 |
| IUSD | 00571081-7439 | \$675.00 |
| IUSD | 00571081-7439 | \$10,589.42 |
| IUSD | 00571081-5500 | \$8,007.17 |
| IUSD | 00571059-5861 | \$7,000.00 |
| | TOTAL | \$73,956.67 |

EXPENDITURE CLASSIFICATION SUMMARY

| | |
|---------------|--------------------|
| 00571059-5862 | \$47,685.08 |
| 00571081-7439 | \$675.00 |
| 00571081-7439 | \$10,589.42 |
| 00571081-5500 | \$8,007.17 |
| 00571059-5861 | \$7,000.00 |
| TOTAL | \$73,956.67 |



INVOICE

Page # 1

Irvine Unified School District

5050 Barranca Parkway
Irvine, CA 92604-4698
Phone: (949) 936-5000

IRVINE CHILD CARE PROJECT (ICCP)
5050 BARRANCA PARKWAY
IRVINE, CA 92604

| | |
|-----------------|--------------------|
| ACCT ID: | V7501158 |
| INVOICE NUMBER: | 75RI0001 |
| DIVISION: | 75GN |
| TERM: | 2122 |
| INVOICE DATE: | 07/01/21 |
| DUE DATE: | 07/31/21 |
| AMOUNT DUE | \$73,956.67 |

| Item | Qty | Unit Amt | Ref. # | Account | Description | Amount |
|----------------------|-----|----------|--------|-----------------|--|--------------------|
| 1 | 1 | 10589.42 | | 0100000000 8953 | July 2021: Sales of IUSD-Owned Portables | 10,589.42 |
| 2 | 1 | 8,007.17 | | 0100000000 8650 | July 2021: Utilities | 8,007.17 |
| 3 | 1 | 7,000.00 | | 0100000000 8699 | July 2021: Facilities & Financial Support Services | 7,000.00 |
| 4 | 1 | 675.00 | | 0100000000 8699 | July 2021: Custodial Equipment | 675.00 |
| 5 | 1 | 47685.08 | | 0100505400 8699 | July 2021: Custodial Services | 47,685.08 |
| Tax | | | | | | |
| INVOICE TOTAL | | | | | | \$73,956.67 |

Please remit a copy with payment-thank you

Remit to: **Irvine Unified School District**
5050 Barranca Parkway
Irvine, CA 92604-4698

Account ID V7501158
Account Name IRVINE CHILD CARE PROJECT (ICC)
Invoice Number 75RI0001
DIV: 75GN
TERM: 2122
Due Date 07/31/21
Amount Due \$73,956.67
Amount Paid \$ _____

ITEM 7

IRVINE CHILD CARE PROJECT

TOPIC: WARRANT REQUEST – CITY OF IRVINE

DESCRIPTION: The City of Irvine has submitted an invoice for the Board’s review and approval in the amount of **\$20,771.59** for Program and Grant Administration for the month of July 2021.

The specific breakdown is as follows:

\$19,817.67 for Program Administration

\$957.92 for Grant Administration

RECOMMENDATION: Approve payment of **\$20,771.59** to the City of Irvine for Program and Grant Administration for the month of July 2021.

IRVINE CHILD CARE PROJECT

DATE: September 13, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|---------------|---------------------------------------|--------------------|
| IUSD | 005710-59-5864 | \$19,817.67 |
| IUSD | 005501-59-5810 | \$957.92 |
| IUSD | 005710-59-5811 | |
| IUSD | 005710-59-4305 | |
| | TOTAL | \$20,771.59 |

EXPENDITURE CLASSIFICATION SUMMARY

| | |
|----------------|--------------------|
| 005710-59-5864 | \$19,817.67 |
| 005501-59-5810 | \$957.92 |
| 005710-59-5811 | |
| 005710-59-4305 | |
| TOTAL | \$20,771.59 |



City of Irvine
 FINANCE DEPARTMENT
 P.O. BOX 19575
 IRVINE, CA 92623-9575
 949-724-6049

CUSTOMER NO. C4604
INVOICE NO. 209266
INVOICE DATE 08/16/2021

IRVINE CHILD CARE PROJECT
 5050 BARRANCA PKWY
 IRVINE, CA 92604-4652

Terms: Please remit payment within 30 days to avoid 10 percent late fee and penalties.

Past due accounts may be referred to a collection agency.

JULY 2021

STAFFING: ADMINISTRATION = \$19,813.67
 STAFFING: GRANT ADMINISTRATION = \$957.92
 SUPPLIES = \$0
 DUPLICATING = \$0
 CONTRACT SERVICES PAID ON PCARD = \$0
 CONTRACT SERVICES = \$0
 LOCAL TRAVEL = \$0

TOTAL \$20,771.59

Original Amount \$20,771.59

Total Due: \$20,771.59

PAYMENT OPTIONS:



ELECTRONIC:

Bank of America
 275 S Valencia Ave, Brea CA 92823
 City of Irvine General Account
 ACH Routing: 121000358
 Bank Account: 14330-00006
 ** Include Invoice and Customer Number
 in payment details section



CREDIT/DEBIT CARDS:

Please pay online at:
<https://arpayments.cityofirvine.org>



SEND CHECKS TO:

Finance Department
 PO Box 19575, Irvine CA 92623-9575
 ** Include Payment Slip with check

PAYMENT SLIP

CUSTOMER #: C4604
INVOICE #: 209266
INVOICE DATE: 08/16/2021
TOTAL AMOUNT DUE: \$20,771.59

TOTAL PAYMENT:

\$ _____

ITEM 8

IRVINE CHILD CARE PROJECT

TOPIC: **IRVINE CHILD CARE PROJECT (ICCP) PAYMENTS ISSUED JULY 2021**

DESCRIPTION: The ICCP Board did not convene a regular meeting in July 2021, therefore, the following invoices were approved for payment by ICCP President Adam Buchanan and Vice President Cyril Yu.

The accounting sheet is attached for review.

RECOMMENDATION: Receive and file attached record of payments issued July 2021 for service month May 2021.

IRVINE CHILD CARE PROJECT

| | | | | | |
|--|----------|----------------------|---|-------------------------------|----------|
| Service Month: | May 2021 | Board Approval Date: | 7/2/2021 | Date Delivered to Accounting: | 7/2/2021 |
| ICCP Contact Person: Traci Stubbler 949-724-6635, tstubbler@cityofirvine.org | | | IUSD Contact Person: Sharon Marcacci, 949-936-5018, SharonMarcacci@iusd.org | | |

| | VENDOR # | DESC. | EXP./Classification | Invoice # | AMT. DUE | |
|--------------------------------|-----------------|-----------------------------------|----------------------------|------------------|-----------------|-------------------|
| Catalyst Family Inc. | V4100123 | State CCTR Grant | 01-005-501-59-5810 | 5040-MAY21 | \$ 33,219.49 | \$ 33,219.49 |
| | VENDOR # | DESC. | EXP./Classification | Invoice # | AMT. DUE | |
| Catalyst Family Inc. | V4100123 | Scholarships - ICF | 01-005-712-59-5817 | May-21 | \$ 3,798.75 | |
| Creekers Club | V4100002 | Scholarships - ICF | 01-005-712-59-5817 | | | |
| Dolphin Club | V4100003 | Scholarships - ICF | 01-005-712-59-5817 | | | |
| Kids Stuff | V4100005 | Scholarships - ICF | 01-005-712-59-5817 | | | |
| Rainbow Rising | V4100007 | Scholarships - ICF | 01-005-712-59-5817 | May-21 | \$ 5,143.00 | \$ 8,941.75 |
| | VENDOR # | DESC. | EXP./Classification | Invoice # | AMT. DUE | |
| Catalyst Family Inc. | V4100123 | Scholarships - ICCP | 01-005-710-59-5817 | May-21 | \$ 90.00 | |
| Creekers Club | V4100002 | Scholarships - ICF | 01-005-710-59-5817 | | | |
| Dolphin Club | V4100003 | Scholarships - ICCP | 01-005-710-59-5817 | | | |
| Kid's Stuff | V4100005 | Scholarships - ICCP | 01-005-710-59-5817 | | | |
| Rainbow Rising | V4100007 | Scholarships - ICCP | 01-005-710-59-5817 | | | \$ 90.00 |
| | VENDOR # | DESC. | EXP./Classification | Invoice # | AMT. DUE | |
| Irvine Unified School District | V4100011 | Custodial Service | 01-005-710-59-5862 | 75PI0116 | \$ 46,674.67 | |
| | V4100011 | Custodial Equip-5 yr amortization | 01-005-710-91-7439 | | \$ 675.00 | |
| | V4100011 | Debt Service on Portable Purchase | 01-005-710-91-7439 | | \$ 10,589.42 | |
| | V4100011 | Utilities | 01-005-710-81-5500 | | \$ 7,625.92 | |
| | V4100011 | Facilities & Financial Support | 01-005-710-59-5861 | | \$ 6,858.33 | |
| | V4100011 | Work Order Charges | 01-005-710-81-4306 | 75PI0126 | \$ 7,032.02 | |
| | V4100011 | Site improvement | 01-005-710-85-6110 | | | |
| | V4100011 | Rehab & Repair | 01-005-710-85-5601 | | | |
| | V4100011 | Portable Replacement | 01-005-710-85-6230 | | | \$ 79,455.36 |
| | VENDOR # | DESC. | EXP./Classification | Invoice # | AMT. DUE | |
| City Of Irvine | V4100010 | Program Administration | 01-005-710-59-5864 | 208310 | \$ 11,349.00 | |
| | V4100010 | State CCTR Grant Administration | 01-005-501-59-5810 | 208310 | \$ 528.77 | \$ 11,877.77 |
| | | | | Total | \$ | 133,584.37 |

This is to certify that the above items were approved for payment on:

Approved via e-mail by Board President Adam Buchanan on 7/1/21
 Approved via e-mail by Board Vice President Cyril Yu on 7/2/21

Denise Chang

From: Cyril Yu <CyrilYu@iusd.org>
Sent: Friday, July 2, 2021 12:14 AM
To: Traci Stubbler
Cc: Denise Chang
Subject: RE: July 2021 ICCP Accounting Sheet Packet

Traci,
I have reviewed the July Accounting Sheet and the back up packet for services rendered in May, 2021. I approve the payments as recorded.

Cyril

From: Traci Stubbler <tstubbler@cityofirvine.org>
Sent: Thursday, July 1, 2021 9:16 AM
To: Cyril Yu <CyrilYu@iusd.org>
Cc: Denise Chang <DChang@cityofirvine.org>
Subject: July 2021 ICCP Accounting Sheet Packet
Importance: High

Cyril,

Typically the approval of the ICCP Board Chair and Vice Chair is requested for warrant request payments during the months that the ICCP Board does not regularly meet in order to ensure timely reimbursements are provided to the child care providers for services already rendered.

Please review the attached July Accounting Sheet and back up packet for services rendered in May, 2021. Please let me know if you have any questions.

Please reply and indicate if payments are approved as recorded.

Thank you,

Traci Stubbler
Community Services Supervisor and Irvine Child Care Project Administrator
City of Irvine Child Resource Center
14341 Yale Ave.
Irvine, CA 92604
949-724-6635
tstubbler@cityofirvine.org



Denise Chang

From: Adam Buchanan
Sent: Thursday, July 1, 2021 9:17 AM
To: Traci Stubler
Cc: Denise Chang
Subject: RE: July 2021 ICCP Accounting Sheet Packet

Approved – Thx.

ADAM BUCHANAN | COMMUNITY SERVICES ADMINISTRATOR |
City of Irvine | One Civic Center Plaza, Irvine, CA
949-724-6644 | abuchanan@cityofirvine.org | www.cityofirvine.org



From: Traci Stubler <tstubler@cityofirvine.org>
Sent: Thursday, July 1, 2021 9:16 AM
To: Adam Buchanan <abuchanan@cityofirvine.org>
Cc: Denise Chang <DChang@cityofirvine.org>
Subject: July 2021 ICCP Accounting Sheet Packet
Importance: High

Adam,

Typically the approval of the ICCP Board Chair and Vice Chair is requested for warrant request payments during the months that the ICCP Board does not regularly meet in order to ensure timely reimbursements are provided to the child care providers for services already rendered.

Please review the attached July Accounting Sheet and back up packet for services rendered in May, 2021. Please let me know if you have any questions.

Please reply and indicate if payments are approved as recorded.

Thank you,

Traci Stubler
Community Services Supervisor and Irvine Child Care Project Administrator
City of Irvine Child Resource Center
14341 Yale Ave.
Irvine, CA 92604
949-724-6635
tstubler@cityofirvine.org

IRVINE CHILD CARE PROJECT

TOPIC: **WARRANT REQUEST – CATALYST FAMILY INC.**

DESCRIPTION: Catalyst Family Inc. has submitted an invoice in the amount of \$33,219.49 for child care development services for the month of May. This provider served a total of 56 children during this month.

A site-by-site breakdown of service follows.

The attached invoice and warrant request in the amount of \$33,219.49 are submitted for the Board's review and approval.

RECOMMENDATION: Approve payment of \$33,219.49 to Catalyst Family Inc. for child care development services for May 1-31, 2021.

ICCP/Stubbler
No Meeting

IRVINE CHILD CARE PROJECT

DATE: June 28, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|----------------------|---------------------------------------|--------------------|
| CATALYST FAMILY INC. | 00550159-5810 | \$33,219.49 |
| | TOTAL | \$33,219.49 |

EXPENDITURE CLASSIFICATION SUMMARY

| | | |
|---------------|--------------|--------------------|
| 00550159-5810 | \$33,219.49 | |
| | TOTAL | \$33,219.49 |

**ATTENDANCE SUMMARY
CERTIFIED CHILDREN**

STATE GRANT

**May 21
(20 days of service)**

CATALYST FAMILY INC.:

| | |
|-----------------|--|
| Stonegate | 1 children served 20 child days of enrollment |
| Oak Creek | 4 children served 80 child days of enrollment |
| Vista Verde | 0 children served 0 child days of enrollment |
| Plaza Vista | 22 children served 385 child days of enrollment |
| Canyon View | 2 children served 40 child days of enrollment |
| Turtle Rock | 7 children served 129 child days of enrollment |
| Springbrook | 5 children served 94 child days of enrollment |
| Deerfield | 5 children served 71 child days of enrollment |
| University Park | 10 children served 211 child days of enrollment |

**TOTALS: 56 children served
1030 child days of enrollment**

**YEAR-TO-DATE: 633 children served
10,957 child days of enrollment**



350 Woodview Ave, Suite 100
 Morgan Hill, CA. 95037
 (408)556-7300

INVOICE NUMBER
5040-MAY21

DATE: **June 8, 2021**

SOLD TO: Irvine Child Care Project
 14341 Yale Avenue
 Irvine, CA 92604
 Attention: Traci Stubbler

| DESCRIPTION | PRICE | AMOUNT |
|---|---------------------|--------------------|
| General child development services provided in period <u>May 1, 2021</u> through <u>May 31, 2021</u> | | |
| Fiscal Year 2020-2021 Contract Type: CCTR-0163 | | |
| Service fees of <u>724.18</u> days @ \$49.54 | \$35,875.88 | |
| Less Certified Parent fees | - \$1,992.00 | |
| Contract earnings to District | \$33,883.88 | |
| Adjustment for District Indirect Cost $\$33,883.88 \div 1.02 =$ | \$664.39 | |
| Balance due to Catalyst Family Inc. | | \$33,219.49 |
| <u>Billing Summary:</u> | | |
| Cumulative Prior Period Amount Billed | \$586,938.63 | |
| Current Period Billing | <u>\$33,219.49</u> | |
| Cumulative Fiscal Year Amount Billed | \$620,158.12 | |
| Contract Maximum Billable | \$1,063,931.37 | |
| Available remaining balance | \$443,773.26 | |

IRVINE CHILD CARE PROJECT

TOPIC: **WARRANT REQUESTS – IRVINE CHILDREN'S FUND (ICF) SCHOLARSHIPS**

DESCRIPTION: Warrant requests in the amount of **\$8,941.75 (\$6,722.13 CDBG \$2,219.62 ICF)** are submitted for the Board's review and approval for ICF Scholarships during the month of May 2021. The warrants to be issued are as follows:

The amounts of:

\$3,798.75 to Catalyst Family Inc. (**\$3,526.25 CDBG \$272.50 ICF**)

\$ 00.00 to Creekers Club

\$ 00.00 to Dolphin Club

\$ 00.00 to Kids Stuff

\$5,143.00 to Rainbow Rising (**\$3,195.88 CDBG \$1,947.12 ICF**)

A site-by-site breakdown follows.

RECOMMENDATIONS: Approve payments for warrants totaling the amount of **\$8,941.75 (\$6,722.13 CDBG \$2,219.62 ICF)** for child care services for May 1-31, 2021 funded by ICF scholarships.

IRVINE CHILD CARE PROJECT

IRVINE CHILDREN'S FUND SCHOLARSHIP PROGRAM

DATE: June 28, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|----------------------|---------------------------------------|--------------------|
| Catalyst Family Inc. | 00571259-5817 | \$ 3,798.75 |
| Creekers Club | 00571259-5817 | \$ 00.00 |
| Dolphin Club | 00571259-5817 | \$ 00.00 |
| Kids Stuff | 00571259-5817 | \$ 00.00 |
| Rainbow Rising | 00571259-5817 | \$ 5,143.00 |
| | TOTAL | \$ 8,941.75 |

ATTENDANCE SUMMARY
IRVINE CHILDREN'S FUND SCHOLARSHIP PROGRAM
May 2021

| | | | | |
|------------------------|-------------------|--|------------------------|-------------------|
| <i>Alderwood</i> | 0 children served | | <i>Northwood</i> | 2 children served |
| <i>Beacon Park</i> | 0 children served | | <i>Oak Creek</i> | 2 children served |
| <i>Bonita Canyon</i> | 0 children served | | <i>Plaza Vista</i> | 3 children served |
| <i>Brywood</i> | 0 children served | | <i>Portola Springs</i> | 0 children served |
| <i>Cadence Park</i> | 1 child served | | <i>Santiago Hills</i> | 0 children served |
| <i>Canyon View</i> | 0 children served | | <i>Springbrook</i> | 2 children served |
| <i>College Park</i> | 1 child served | | <i>Stone Creek</i> | 1 child served |
| <i>Culverdale</i> | 5 children served | | <i>Stonegate</i> | 0 children served |
| <i>Cypress Village</i> | 0 children served | | <i>Turtle Rock</i> | 0 children served |
| <i>Deerfield</i> | 0 children served | | <i>University Park</i> | 0 children served |
| <i>Eastshore</i> | 0 child served | | <i>Vista Verde</i> | 2 children served |
| <i>Eastwood</i> | 0 children served | | <i>Westpark</i> | 1 child served |
| <i>Greentree</i> | 0 children served | | <i>Woodbury</i> | 0 children served |
| <i>Meadow Park</i> | 3 children served | | | |

May 2021:

Number of Children Served: 23
Number of Child Days of Enrollment: 365
Number of Sites Served: 11
Funds Awarded: \$8,941.75
Number of Children Added to Program This Month: 4
Number of Children Removed From Program This Month: 0
Number of Children On Waiting List: 0

Year-to-Date:

Number of Children Served: 26
Number of Child Days of Enrollment: 2,241
Number of Sites Served: 11
Funds Awarded: \$54,019.62

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND
SCHOLARSHIP PROGRAM
INVOICE**

May 2021

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Cadence Park** School, Irvine, for **May 2021**, reimbursement in the amount of **\$416.50 (\$408.38 CDBG \$8.12 ICF)**

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **College Park** School, Irvine, for **May 2021**, reimbursement in the amount of **\$337.50 (CDBG)**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Culverdale** School, Irvine, for **May 2021**, reimbursement in the amount of **\$1,939.00 (ICF)**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Meadow Park** School, Irvine, for **May 2021**, reimbursement in the amount of **\$1,456.00 (CDBG)**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Northwood** School, Irvine, for **May 2021**, reimbursement in the amount of **\$714.00 (CDBG)**.

Long Term scholarships awarded to students in the **Rainbow Rising** program operating at **Westpark** School, Irvine, for **May 2021**, reimbursement in the amount of **\$280.00 (CDBG)**.

Total amount due to Rainbow Rising is \$5,143.00 (\$3,195.88 CDBG \$1,947.12 ICF).

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND
SCHOLARSHIP PROGRAM
INVOICE**

May 2021

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to students in the **Catalyst Family Inc.** program operating at **Oak Creek** School, Irvine, for **May 2021**, reimbursement in the amount of **\$515.00 (CDBG)**.

Long Term scholarships awarded to students in the **Catalyst Family Inc.** program operating at **Plaza Vista** School, Irvine, for **May 2021**, reimbursement in the amount of **\$1,757.50 (CDBG)**.

Long Term scholarships awarded to students in the **Catalyst Family Inc.** program operating at **Springbrook** School, Irvine, for **May 2021**, reimbursement in the amount of **\$805.00 (\$532.50 CDBG \$272.50 ICF)**.

Long Term scholarships awarded to students in the **Catalyst Family Inc.** program operating at **Stonegate** School, Irvine, for **May 2021**, reimbursement in the amount of **\$136.25 (CDBG)**.

Long Term scholarships awarded to students in the **Catalyst Family Inc.** program operating at **Vista Verde** School, Irvine, for **May 2021**, reimbursement in the amount of **\$585.00 (CDBG)**.

Total amount due to Catalyst Family Inc. is \$3,798.75 (\$3,526.25 CDBG \$272.50 ICF).

IRVINE CHILD CARE PROJECT

TOPIC: **WARRANT REQUESTS – IRVINE CHILDREN'S FUND (ICCP) SCHOLARSHIPS**

DESCRIPTION: Warrant request in the amount of **\$90.00** is submitted for the Board's review and approval for an ICCP Scholarship during the month of May 2021. The warrant to be issued is as follows:

The amount of:

\$ 90.00 to Catalyst Family Inc.

RECOMMENDATIONS: Approve payments for warrants totaling the amount of **\$90.00** for child care services for May 1-31, 2021 funded by ICCP scholarships.

ICCP/Stubbler
No Meeting

IRVINE CHILD CARE PROJECT

IRVINE CHILDREN'S FUND SCHOLARSHIP PROGRAM

DATE: June 28, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|----------------------|---------------------------------------|-----------------|
| Catalyst Family Inc. | 00571259-5817 | \$ 90.00 |
| Creekers Club | 00571259-5817 | \$ 00.00 |
| Dolphin Club | 00571259-5817 | \$ 00.00 |
| Kids Stuff | 00571259-5817 | \$ 00.00 |
| Rainbow Rising | 00571259-5817 | \$ 00.00 |
| | TOTAL | \$ 90.00 |

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND
SCHOLARSHIP PROGRAM
INVOICE**

May 2021

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Scholarship awarded to students in the **Catalyst Family Inc.** program operating at **Vista Verde** School, Irvine, for **May 2021**, reimbursement in the amount of **\$90.00 (ICCP)**.

Total amount due to Catalyst Family Inc. is \$90.00 (ICCP).

IRVINE CHILD CARE PROJECT

TOPIC: **WARRANT REQUEST– IRVINE UNIFIED SCHOOL DISTRICT (IUSD)**

DESCRIPTION: IUSD has submitted an invoice for the Board's review and approval in the amount of \$72,423.34 for payment for sale of IUSD-owned portables to ICCP, Utilities, Facilities and Financial Support Services, Custodial Equipment Amortization and Custodial Services for the month of May 2021.

The specific breakdown is as follows:

- \$46,674.67 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$ 7,625.92 for Utilities
- \$ 6,858.33 for Facilities & Financial Support

RECOMMENDATION: Approve payment of \$72,423.34 for payment for sale of IUSD-owned portables to ICCP, Utilities, Facilities and Financial Support Services, Custodial Equipment Amortization and Custodial Services for the month of May 2021.

IRVINE CHILD CARE PROJECT

DATE: June 28, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|---------------|---------------------------------------|--------------------|
| IUSD | 00571059-5862 | \$46,674.67 |
| IUSD | 00571081-7439 | \$ 675.00 |
| IUSD | 00571059-7439 | \$10,589.42 |
| IUSD | 00571081-5500 | \$ 7,625.92 |
| IUSD | 00571059-5861 | \$ 6,858.33 |
| | TOTAL | \$72,423.34 |

EXPENDITURE CLASSIFICATION SUMMARY

| | | |
|---------------|--------------|--------------------|
| 00571059-5862 | \$46,674.67 | |
| 00571081-7439 | \$ 675.00 | |
| 00571059-7439 | \$10,589.42 | |
| 00571081-5500 | \$ 7,625.92 | |
| 00571059-5861 | \$ 6,858.33 | |
| | TOTAL | \$72,423.34 |



INVOICE

Page # 1

Irvine Unified School District

5050 Barranca Parkway
Irvine, CA 92604-4698
Phone: (949) 936-5000

IRVINE CHILD CARE PROJECT (ICCP)
5050 BARRANCA PARKWAY
IRVINE, CA 92604

| | |
|-----------------|--------------------|
| ACCT ID: | V7501158 |
| INVOICE NUMBER: | 75PI0116 |
| DIVISION: | 75GN |
| TERM: | 2021 |
| INVOICE DATE: | 05/01/21 |
| DUE DATE: | 05/31/21 |
| AMOUNT DUE | \$72,423.34 |

| Item | Qty | Unit Amt | Ref. # | Account | Description | Amount |
|----------------------|-----|----------|--------|-----------------|---|--------------------|
| 1 | 1 | 10589.42 | | 0100000000 8953 | MAY 2021 - SALES OF IUSD OWNED PORTABLES | 10,589.42 |
| 2 | 1 | 7,625.92 | | 0100000000 8650 | MAY 2021 - UTILITIES | 7,625.92 |
| 3 | 1 | 6,858.33 | | 0100000000 8699 | MAY 2021 - FACILITIES & FINANCIAL SUPPORT SERVICES | 6,858.33 |
| 4 | 1 | 675.00 | | 0100000000 8699 | MAY 2021 - CUSTODIAL EQUIPMENT | 675.00 |
| 5 | 1 | 46674.67 | | 0100505400 8699 | MAY 2021 - CUSTODIAL SERVICES | 46,674.67 |
| | | | | | | Tax |
| INVOICE TOTAL | | | | | | \$72,423.34 |

Please remit a copy with payment-thank you

Remit to: **Irvine Unified School District**
5050 Barranca Parkway
Irvine, CA 92604-4698

Account ID V7501158
Account Name IRVINE CHILD CARE PROJECT (ICC)
Invoice Number 75PI0116
DIV: 75GN
TERM: 2021
Due Date 05/31/21
Amount Due \$72,423.34
Amount Paid \$ _____

IRVINE CHILD CARE PROJECT

TOPIC: **WARRANT REQUEST-IRVINE UNIFIED SCHOOL DISTRICT (IUSD) WORK ORDER CHARGE BACKS**

DESCRIPTION: IUSD has submitted an invoice for the Board's review and approval in the amount of \$7,032.02 for Irvine Child Care Project (ICCP) Work Order charge backs for 2020-2021 Fiscal Year – 3rd Quarter.

The specific breakdown is as follows:

- \$ 7,032.02 for Work Order charge backs

RECOMMENDATION: Approve payment of \$7,032.02 for ICCP Work Order charge backs for 2020-2021 Fiscal Year – 3rd Quarter.

ICCP/Fogarty
No Meeting

IRVINE CHILD CARE PROJECT

DATE: June 28, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|---------------|---------------------------------------|---------------|
| IUSD | 00571081-4306 | \$ 7,032.02 |
| IUSD | 00571085-5601 | \$ |
| IUSD | 00571085-6210 | \$ |
| IUSD | 00571085-6230 | \$ |
| IUSD | 00571085-6410 | \$ |
| IUSD | TOTAL | \$ 7,032.02 |

EXPENDITURE CLASSIFICATION SUMMARY

| | |
|---------------|-------------|
| 00571081-4306 | \$ 7,032.02 |
| 00571085-5601 | \$ |
| 00571085-6210 | \$ |
| 00571085-6230 | \$ |
| 00571085-6410 | \$ |

IRVINE CHILD CARE PROJECT

TOPIC: **WARRANT REQUEST – CITY OF IRVINE**

DESCRIPTION: The City of Irvine has submitted an invoice for the Board's review and approval in the amount of \$11,877.77 for Program and Grant Administration for the month of May 2021.

The specific breakdown is as follows:

- \$ 11,349.00 for Program Administration
- \$ 528.77 for Grant Administration

RECOMMENDATION: Approve payment of \$11,877.77 to the City of Irvine for Program and Grant Administration for the month of May 2021.

ICCP/Stubler
No Meeting

IRVINE CHILD CARE PROJECT

DATE: June 28, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|----------------|---------------------------------------|--------------------|
| CITY OF IRVINE | 005710-59-5864 | \$ 11,349.00 |
| CITY OF IRVINE | 005501-59-5810 | \$ 528.77 |
| CITY OF IRVINE | 005710-59-5811 | \$ |
| CITY OF IRVINE | 005710-59-4305 | \$ |
| | TOTAL | \$11,877.77 |

EXPENDITURE CLASSIFICATION SUMMARY

| | | |
|----------------|--------------|--------------------|
| 005710-59-5864 | \$ 11,349.00 | |
| 005501-59-5810 | \$ 528.77 | |
| 005710-59-5811 | \$ | |
| 005710-59-4305 | \$ | |
| | TOTAL | \$11,877.77 |



City of Irvine
 FINANCE DEPARTMENT
 P.O. BOX 19575
 IRVINE, CA 92623-9575
 949-724-6049

CUSTOMER NO. C4604
INVOICE NO. 208310
INVOICE DATE 06/15/2021

IRVINE CHILD CARE PROJECT
 5050 BARRANCA PKWY
 IRVINE, CA 92604-4652

Terms: Please remit payment within 30 days to avoid 10 percent late fee and penalties.

Past due accounts may be referred to a collection agency.

Original Amount \$11,877.77

MAY 2021 STAFFING:

ADMINISTRATION = \$9,784.00
 STAFFING: GRANT ADMINISTRATION = \$528.77
 STAFFING: GRANT ADMINISTRATION AB82 Stipends = \$1,365.00
 SUPPLIES = \$0
 DUPLICATING = \$200.00
 CONTRACT SERVICES PAID ON PCARD = \$0
 CONTRACT SERVICES = \$0
 LOCAL TRAVEL = \$0

 TOTAL = \$11,877.77

Total Due: \$11,877.77

PAYMENT OPTIONS:



ELECTRONIC: (preferred method)
 Bank of America
 275 S Valencia Ave, Brea CA 92823
 City of Irvine General Account
 ACH Routing: 121000358
 Bank Account: 14330-00006
 ** Include Invoice and Customer Number in payment details section



SEND CHECKS TO:
 Finance Department
 PO Box 19575, Irvine CA 92623-9575
 ** Include Payment Slip with check



CREDIT/DEBIT CARDS:
 Please call (949) 724-6011

PAYMENT SLIP

CUSTOMER #: C4604
INVOICE #: 208310
INVOICE DATE: 06/15/2021
TOTAL AMOUNT DUE: \$11,877.77

TOTAL PAYMENT:
 \$ _____

ITEM 9

IRVINE CHILD CARE PROJECT

TOPIC: **IRVINE CHILD CARE PROJECT (ICCP) PAYMENTS ISSUED AUGUST 2021**

DESCRIPTION: The ICCP Board did not convene a regular meeting in August 2021, therefore, the following invoices were approved for payment by ICCP President Adam Buchanan and Vice President Cyril Yu.

The accounting sheet is attached for review.

RECOMMENDATION: Receive and file attached record of payments issued August 2021 for service month June 2021.

IRVINE CHILD CARE PROJECT

| | | | | | |
|---|-----------------|-----------------------------|--|--------------------------------------|------------------|
| Service Month: | Jun 2021 | Board Approval Date: | 7/28/2021 | Date Delivered to Accounting: | 7/29/2021 |
| ICCP Contact Person: Traci Stubler 949-724-6635, tstubler@cityofirvine.org | | | IUSD Contact Person: Sharon Marcacci, 949-936-5018, SharonMarcacci@iUSD.org | | |

| | VENDOR # | DESC. | EXP./Classification | Invoice # | AMT. DUE | |
|--------------------------------|-----------------|-----------------------------------|----------------------------|------------------|-----------------|-------------------|
| Catalyst Family Inc. | V4100123 | State CCTR Grant | 01-005-501-59-5810 | 5040-JUN21 | \$ 34,138.94 | \$ 34,138.94 |
| | VENDOR # | DESC. | EXP./Classification | Invoice # | AMT. DUE | |
| Catalyst Family Inc. | V4100123 | Scholarships - ICF | 01-005-712-59-5817 | Jun-21 | \$ 4,299.85 | |
| Creekers Club | V4100002 | Scholarships - ICF | 01-005-712-59-5817 | Jun-21 | \$ 90.00 | |
| Dolphin Club | V4100003 | Scholarships - ICF | 01-005-712-59-5817 | | | |
| Kids Stuff | V4100005 | Scholarships - ICF | 01-005-712-59-5817 | | | |
| Rainbow Rising | V4100007 | Scholarships - ICF | 01-005-712-59-5817 | Jun-21 | \$ 7,313.66 | \$ 11,703.51 |
| | VENDOR # | DESC. | EXP./Classification | Invoice # | AMT. DUE | |
| Catalyst Family Inc. | V4100123 | Scholarships - ICF CV | 01-005-710-59-5817 | | | |
| Creekers Club | V4100002 | Scholarships - ICF CV | 01-005-710-59-5817 | | | |
| Dolphin Club | V4100003 | Scholarships - ICF CV | 01-005-710-59-5817 | | | |
| Kid's Stuff | V4100005 | Scholarships - ICF CV | 01-005-710-59-5817 | | | |
| Rainbow Rising | V4100007 | Scholarships - ICF CV | 01-005-710-59-5817 | Jun-21 | \$ 250.00 | \$ 250.00 |
| | VENDOR # | DESC. | EXP./Classification | Invoice # | AMT. DUE | |
| Catalyst Family Inc. | V4100123 | Scholarships - ICCP | 01-005-710-59-5817 | | | |
| Creekers Club | V4100002 | Scholarships - ICCP | 01-005-710-59-5817 | | | |
| Dolphin Club | V4100003 | Scholarships - ICCP | 01-005-710-59-5817 | | | |
| Kid's Stuff | V4100005 | Scholarships - ICCP | 01-005-710-59-5817 | | | |
| Rainbow Rising | V4100007 | Scholarships - ICCP | 01-005-710-59-5817 | | | \$ - |
| | VENDOR # | DESC. | EXP./Classification | Invoice # | AMT. DUE | |
| Irvine Unified School District | V4100011 | Custodial Service | 01-005-710-59-5862 | 75PI0124 | \$ 46,674.67 | |
| | V4100011 | Custodial Equip-5 yr amortization | 01-005-710-91-7439 | | \$ 675.00 | |
| | V4100011 | Debt Service on Portable Purchase | 01-005-710-91-7439 | | \$ 10,589.42 | |
| | V4100011 | Utilities | 01-005-710-81-5500 | | \$ 7,625.92 | |
| | V4100011 | Facilities & Financial Support | 01-005-710-59-5861 | | \$ 6,858.33 | |
| | V4100011 | Work Order Charges | 01-005-710-81-4306 | 75PI0135 | \$ 8,004.59 | |
| | V4100011 | Site improvement | 01-005-710-85-6110 | | | |
| | V4100011 | Rehab & Repair | 01-005-710-85-5601 | | | |
| | V4100011 | Portable Replacement | 01-005-710-85-6230 | | | \$ 80,427.93 |
| | VENDOR # | DESC. | EXP./Classification | Invoice # | AMT. DUE | |
| City Of Irvine | V4100010 | Program Administration | 01-005-710-59-5864 | 208621 | \$ 23,192.33 | |
| | V4100010 | State CCTR Grant Administration | 01-005-501-59-5810 | 208621 | \$ 1,347.17 | \$ 24,539.50 |
| | | | | Total | \$ | 151,059.88 |

This is to certify that the above items were approved for payment on:

Approved via e-mail by Board President Adam Buchanan on 7/27/21
 Approved via e-mail by Board Vice President Cyril Yu on 7/28/21

Denise Chang

From: Adam Buchanan
Sent: Tuesday, July 27, 2021 5:33 PM
To: Denise Chang
Cc: Traci Stubbler
Subject: RE: August 2021 ICCP Accounting Sheet Packet

Approved – Thx.

ADAM BUCHANAN | COMMUNITY SERVICES ADMINISTRATOR |
City of Irvine | One Civic Center Plaza, Irvine, CA
949-724-6644 | abuchanan@cityofirvine.org | www.cityofirvine.org



From: Denise Chang <DChang@cityofirvine.org>
Sent: Tuesday, July 27, 2021 5:16 PM
To: Adam Buchanan <abuchanan@cityofirvine.org>
Cc: Traci Stubbler <tstubbler@cityofirvine.org>
Subject: August 2021 ICCP Accounting Sheet Packet

Hello Adam,

Typically the approval of the ICCP Board Chair and Vice Chair is requested for warrant request payments during the months that the ICCP Board does not regularly meet in order to ensure timely reimbursements are provided to the child care providers for services already rendered.

Please review the attached August Accounting Sheet and back up packet for services rendered in June 2021. Please let me know if you have any questions.

Please reply and indicate if payments are approved as recorded.

Denise Chang

Program Assistant

City of Irvine Child Resource Center

14341 Yale Ave.

Irvine, CA 92604

949-724-6724

dchang@cityofirvine.org



Denise Chang

From: Cyril Yu <CyrilYu@iusd.org>
Sent: Wednesday, July 28, 2021 11:59 PM
To: Denise Chang
Cc: Traci Stubbler
Subject: RE: August 2021 ICCP Accounting Sheet Packet

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Denise,
The payments are approved as recorded.

Cyril

From: Denise Chang <DChang@cityofirvine.org>
Sent: Tuesday, July 27, 2021 5:18 PM
To: Cyril Yu <CyrilYu@iusd.org>
Cc: Traci Stubbler <tstubbler@cityofirvine.org>
Subject: August 2021 ICCP Accounting Sheet Packet

Hello Cyril,

Typically the approval of the ICCP Board Chair and Vice Chair is requested for warrant request payments during the months that the ICCP Board does not regularly meet in order to ensure timely reimbursements are provided to the child care providers for services already rendered.

Please review the attached August Accounting Sheet and back up packet for services rendered in June 2021. Please let me know if you have any questions.

Please reply and indicate if payments are approved as recorded.

Denise Chang

Program Assistant

City of Irvine Child Resource Center

14341 Yale Ave.

Irvine, CA 92604

949-724-6724

dchang@cityofirvine.org



IRVINE CHILD CARE PROJECT

TOPIC: WARRANT REQUEST – CATALYST FAMILY INC.

DESCRIPTION: Catalyst Family Inc. has submitted an invoice in the amount of \$34,138.94 for child care development services for the month of June. This amount includes the Year End Billing True Up adjustment of (\$12,699.72). This provider served a total of 59 children during this month.

A site-by-site breakdown of service follows.

The attached invoice and warrant request in the amount of \$34,138.94 are submitted for the Board's review and approval.

RECOMMENDATION: Approve payment of \$34,138.94 to Catalyst Family Inc. for child care development services for June 1-30, 2021.

IRVINE CHILD CARE PROJECT

DATE: July 19, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|----------------------|---------------------------------------|--------------------|
| CATALYST FAMILY INC. | 00550159-5810 | \$34,138.94 |
| | TOTAL | \$34,138.94 |

EXPENDITURE CLASSIFICATION SUMMARY

| | | |
|---------------|--------------|--------------------|
| 00550159-5810 | \$34,138.94 | |
| | TOTAL | \$34,138.94 |

**ATTENDANCE SUMMARY
CERTIFIED CHILDREN**

STATE GRANT

**June 21
(22 days of service)**

CATALYST FAMILY INC.:

| | | |
|-----------------------------|-------------|---------------------------------|
| Stonegate | 2 | children served |
| | 12 | child days of enrollment |
| Oak Creek | 4 | children served |
| | 66 | child days of enrollment |
| Vista Verde | 0 | children served |
| | 0 | child days of enrollment |
| Plaza Vista | 23 | children served |
| | 442 | child days of enrollment |
| Canyon View | 2 | children served |
| | 26 | child days of enrollment |
| Turtle Rock | 5 | children served |
| | 74 | child days of enrollment |
| Springbrook | 5 | children served |
| | 84 | child days of enrollment |
| Deerfield | 7 | children served |
| | 138 | child days of enrollment |
| University Park | 11 | children served |
| | 300 | child days of enrollment |
| <u>TOTALS:</u> | 59 | children served |
| | 1091 | child days of enrollment |
| <u>YEAR-TO-DATE:</u> | 692 | children served |
| | | child days of enrollment |



350 Woodview Ave, Suite 100
 Morgan Hill, CA. 95037
 (408)556-7300

INVOICE NUMBER
5040-JUN21

DATE: July 16, 2021

SOLD TO: Irvine Child Care Project
 14341 Yale Avenue
 Irvine, CA 92604

Attention: Traci Stubbler

| DESCRIPTION | PRICE | AMOUNT |
|---|----------------------|--------------------|
| General child development services provided in period <u>June 1, 2021</u> through <u>June 30, 2021</u> | | |
| Fiscal Year 2020-2021 Contract Type: CCTR-0163 | | |
| Service fees of <u>1,013.21</u> days @ \$49.54 | \$50,194.42 | |
| Less Certified Parent fees | - \$2,419.00 | |
| Contract earnings to District | \$47,775.42 | |
| Adjustment for District Indirect Cost $\$47,775.42 \div 1.02 =$ | \$936.76 | |
| Balance due to Catalyst Family Inc. (based on enrollments) | | \$46,838.66 |
| Year-end Billing TrueUp adjustment: | (\$12,699.72) | |
| NET Balance due to Catalyst Family Inc. | | \$34,138.94 |
| Billing Summary: | | |
| Cumulative Prior Period Amount Billed | \$607,458.40 | |
| Current Period Billing | \$46,838.66 | |
| Cumulative Fiscal Year Amount Billed | <u>\$654,297.06</u> | |
| Contract Maximum Billable | \$1,063,931.37 | |
| Available remaining balance | \$409,634.31 | |

IRVINE CHILD CARE PROJECT

TOPIC: WARRANT REQUESTS – IRVINE CHILDREN’S FUND (ICF) SCHOLARSHIPS

DESCRIPTION: Warrant requests in the amount of **\$11,703.51 (\$11,703.51 ICF)** are submitted for the Board’s review and approval for ICF Scholarships during the month of **June 2021**. The warrants to be issued are as follows:

\$4,299.85 to Catalyst Family Inc. (**\$4,299.85 ICF**)

\$90.00 to Creekers Club (**\$90.00 ICF**)

\$0.00 to Dolphin Club

\$0.00 to Kids Stuff

\$7,313.66 to Rainbow Rising (**\$7,313.66 ICF**)

A site-by-site breakdown follows.

RECOMMENDATION: Approve payments for warrants totaling the amount of **\$11,703.51 (\$11,703.51 ICF)** for child care services for June 1-30, 2021 funded by ICF scholarships.

IRVINE CHILD CARE PROJECT

DATE: July 15, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|----------------------|---------------------------------------|--------------------|
| CATALYST FAMILY INC. | 00571259-5817 | \$4,299.85 |
| CREEKERS CLUB | 00571259-5817 | \$90.00 |
| DOLPHIN CLUB | 00571259-5817 | \$0.00 |
| KIDS STUFF | 00571259-5817 | \$0.00 |
| RAINBOW RISING | 00571259-5817 | \$7,313.66 |
| | TOTAL | \$11,703.51 |

ATTENDANCE SUMMARY
IRVINE CHILDREN'S FUND SCHOLARSHIP PROGRAM
June 2021

| | |
|------------------------|-------------------|
| <i>Alderwood</i> | 0 children served |
| <i>Beacon Park</i> | 0 children served |
| <i>Bonita Canyon</i> | 0 children served |
| <i>Brywood</i> | 0 children served |
| <i>Cadence Park</i> | 1 children served |
| <i>Canyon View</i> | 0 children served |
| <i>College Park</i> | 1 children served |
| <i>Culverdale</i> | 7 children served |
| <i>Cypress Village</i> | 2 children served |
| <i>Deerfield</i> | 0 children served |
| <i>Eastshore</i> | 0 children served |
| <i>Eastwood</i> | 0 children served |
| <i>Greentree</i> | 0 children served |
| <i>Loma Ridge</i> | 0 children served |

| | |
|------------------------|-------------------|
| <i>Meadow Park</i> | 3 children served |
| <i>Northwood</i> | 2 children served |
| <i>Oak Creek</i> | 2 children served |
| <i>Plaza Vista</i> | 3 children served |
| <i>Portola Springs</i> | 0 children served |
| <i>Santiago Hills</i> | 0 children served |
| <i>Springbrook</i> | 2 children served |
| <i>Stone Creek</i> | 1 children served |
| <i>Stonegate</i> | 1 children served |
| <i>Turtle Rock</i> | 0 children served |
| <i>University Park</i> | 0 children served |
| <i>Vista Verde</i> | 3 children served |
| <i>Westpark</i> | 1 children served |
| <i>Woodbury</i> | 0 children served |

June 2021:

Number of Children Served: 29
Number of Child Days of Enrollment: 333
Number of Sites Served: 13
Funds Awarded: \$11,703.51
Number of Children Added to Program This Month: 6
Number of Children Removed From Program This Month: 0
Number of Children On Waiting List: 0

Year-to-Date:

Number of Children Served: 32
Number of Child Days of Enrollment: 2,574
Number of Sites Served: 13
Funds Awarded: \$65,723.13

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND
SCHOLARSHIP PROGRAM
INVOICE**

June 2021

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to the students in the Rainbow Rising program operating at the following schools in Irvine, for **June 2021**, reimbursement amounts of:

| | | |
|--|-------------------|--------------|
| Cadence Park | \$354.96 | (ICF) |
| College Park | \$53.55 | (ICF) |
| Culverdale | \$3,628.35 | (ICF) |
| Cypress Village | \$870.80 | (ICF) |
| Meadow Park | \$1,282.08 | (ICF) |
| Northwood | \$1,073.52 | (ICF) |
| Westpark | \$50.40 | (ICF) |
| Total Amount due to Rainbow Rising: | \$7,313.66 | (ICF) |

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND
SCHOLARSHIP PROGRAM
INVOICE**

June 2021

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to the students in the **Catalyst Family Inc.** program operating at the following schools in Irvine, for **June 2021**, reimbursement amounts of:

| | |
|--|-------------------------|
| Oak Creek | \$195.00 (ICF) |
| Plaza Vista | \$2,119.00 (ICF) |
| Springbrook | \$275.00 (ICF) |
| Stonegate | \$137.50 (ICF) |
| Vista Verde | \$1,573.35 (ICF) |
| Total Amount due to Catalyst Family Inc.: | \$4,299.85 (ICF) |

**IRVINE CHILD CARE PROJECT / IRVINE CHILDREN'S FUND
SCHOLARSHIP PROGRAM
INVOICE**

June 2021

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to the students in the **Creeker's Club** program operating at the following schools in Irvine, for **June 2021**, reimbursement amounts of:

| | |
|-------------|---------------|
| Stone Creek | \$90.00 (ICF) |
|-------------|---------------|

| | |
|--|----------------------|
| Total Amount due to Creeker's Club: | \$90.00 (ICF) |
|--|----------------------|

IRVINE CHILD CARE PROJECT

TOPIC: **WARRANT REQUESTS – Irvine Children’s Fund
Coronavirus (CV) Scholarship**

DESCRIPTION: Warrant requests in the amount of **\$250.00 (\$250.00 CDBG-CV)** are submitted for the Board’s review and approval for CDBG-CV Scholarships during the month of **June 2021**. The warrants to be issued are as follows:

\$00.00 to Catalyst Family Inc.

\$00.00 to Creekers Club

\$00.00 to Dolphin Club

\$00.00 to Kids Stuff

\$250.00 to Rainbow Rising (\$250.00 CDBG-CV)

A site-by-site breakdown follows.

RECOMMENDATION: Approve payments for warrants totaling the amount of **\$250.00 (\$250.00 CDBG-CV)** for child care services for June 1-30, 2021 funded by ICF CV scholarships.

IRVINE CHILD CARE PROJECT

IRVINE CHILDREN'S FUND CORONAVIRUS SCHOLARSHIP PROGRAM

DATE: July 15, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|----------------------|---------------------------------------|-----------------|
| CATALYST FAMILY INC. | 00571259-5817 | \$00.00 |
| CREEKERS CLUB | 00571259-5817 | \$00.00 |
| DOLPHIN CLUB | 00571259-5817 | \$00.00 |
| KIDS STUFF | 00571259-5817 | \$00.00 |
| RAINBOW RISING | 00571259-5817 | \$250.00 |
| | TOTAL | \$250.00 |

ATTENDANCE SUMMARY
IRVINE CHILDREN'S FUND CORONAVIRUS SCHOLARSHIP PROGRAM
June 2021

| | |
|------------------------|-------------------|
| <i>Alderwood</i> | 0 children served |
| <i>Beacon Park</i> | 0 children served |
| <i>Bonita Canyon</i> | 0 children served |
| <i>Brywood</i> | 0 children served |
| <i>Cadence Park</i> | 0 children served |
| <i>Canyon View</i> | 0 children served |
| <i>College Park</i> | 0 children served |
| <i>Culverdale</i> | 0 children served |
| <i>Cypress Village</i> | 0 children served |
| <i>Deerfield</i> | 0 children served |
| <i>Eastshore</i> | 0 children served |
| <i>Eastwood</i> | 0 children served |
| <i>Greentree</i> | 0 children served |
| <i>Loma Ridge</i> | 0 children served |

| | |
|------------------------|-------------------|
| <i>Meadow Park</i> | 1 children served |
| <i>Northwood</i> | 0 children served |
| <i>Oak Creek</i> | 0 children served |
| <i>Plaza Vista</i> | 0 children served |
| <i>Portola Springs</i> | 0 children served |
| <i>Santiago Hills</i> | 0 children served |
| <i>Springbrook</i> | 0 children served |
| <i>Stone Creek</i> | 0 children served |
| <i>Stonegate</i> | 0 children served |
| <i>Turtle Rock</i> | 0 children served |
| <i>University Park</i> | 0 children served |
| <i>Vista Verde</i> | 0 children served |
| <i>Westpark</i> | 0 children served |
| <i>Woodbury</i> | 0 children served |

June 2021:

Number of Children Served: 1
 Number of Child Days of Enrollment: 3
 Number of Sites Served: 1
 Funds Awarded: \$250.00
 Number of Children Added to Program This Month: 1
 Number of Children Removed From Program This Month: 0
 Number of Children On Waiting List: 0

Year-to-Date:

Number of Children Served: 1
 Number of Child Days of Enrollment: 3
 Number of Sites Served: 1
 Funds Awarded: 250.00

**IRVINE CHILD CARE PROJECT / CDBG-CV
IRVINE CHILDREN'S FUND CORONAVIRUS SCHOLARSHIP PROGRAM
INVOICE**

June 2021

Invoice to the Irvine Child Care Project, One Civic Center Plaza, Irvine, CA 92623-9575

Long Term scholarships awarded to the students in the Rainbow Rising program operating at the following schools in Irvine, for **June 2021**, reimbursement amounts of:

| | |
|-------------|--------------------|
| Meadow Park | \$250.00 (CDBG-CV) |
|-------------|--------------------|

| | |
|--|---------------------------|
| Total Amount due to Rainbow Rising: | \$250.00 (CDBG-CV) |
|--|---------------------------|

IRVINE CHILD CARE PROJECT

TOPIC: WARRANT REQUESTS – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

DESCRIPTION: IUSD has submitted an invoice for the Board’s review and approval in the amount of \$72,423.34 for payment for sale of IUSD-owned portables to ICCP, Utilities, Facilities and Financial Support Services, Custodial Equipment Amortization and Custodial Services for the month of June 2021.

The specific breakdown is as follows:

- \$46,674.67 for Custodial Services
- \$675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$7,625.92 for Utilities
- \$6,858.33 for Facilities & Financial Support

RECOMMENDATION: Approve payment of \$72,423.34 for payment for sale of IUSD-owned portables to ICCP, Utilities, Facilities and Financial Support Services, Custodial Equipment Amortization and Custodial Services for the month of June 2021.

IRVINE CHILD CARE PROJECT

DATE: July 15, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|---------------|---------------------------------------|--------------------|
| IUSD | 00571059-5862 | \$46,674.67 |
| IUSD | 00571081-7439 | \$675.00 |
| IUSD | 00571081-7439 | \$10,589.42 |
| IUSD | 00571081-5500 | \$7,625.92 |
| IUSD | 00571059-5861 | \$6,858.33 |
| | TOTAL | \$72,423.34 |

EXPENDITURE CLASSIFICATION SUMMARY

| | |
|---------------|--------------------|
| 00571059-5862 | \$46,674.67 |
| 00571081-7439 | \$675.00 |
| 00571081-7439 | \$10,589.42 |
| 00571081-5500 | \$7,625.92 |
| 00571059-5861 | \$6,858.33 |
| TOTAL | \$72,423.34 |



INVOICE

Page # 1

Irvine Unified School District

5050 Barranca Parkway
Irvine, CA 92604-4698
Phone: (949) 936-5000

IRVINE CHILD CARE PROJECT (ICCP)
5050 BARRANCA PARKWAY
IRVINE, CA 92604

| | |
|-----------------|--------------------|
| ACCT ID: | V7501158 |
| INVOICE NUMBER: | 75PI0124 |
| DIVISION: | 75GN |
| TERM: | 2021 |
| INVOICE DATE: | 06/01/21 |
| DUE DATE: | 06/30/21 |
| AMOUNT DUE | \$72,423.34 |

| Item | Qty | Unit Amt | Ref. # | Account | Description | Amount |
|----------------------|-----|----------|--------|-----------------|--|--------------------|
| 1 | 1 | 10589.42 | | 0100000000 8953 | JUNE 2021 - SALES OF IUSD OWNED PORTABLES | 10,589.42 |
| 2 | 1 | 7,625.92 | | 0100000000 8650 | JUNE 2021 - UTILITIES | 7,625.92 |
| 3 | 1 | 6,858.33 | | 0100000000 8699 | JUNE 2021 - FACILITIES & FINANCIAL SUPPORT SERVICES | 6,858.33 |
| 4 | 1 | 675.00 | | 0100000000 8699 | JUNE 2021 - CUSTODIAL EQUIPMNT | 675.00 |
| 5 | 1 | 46674.67 | | 0100505400 8699 | JUNE 2021 - CUSTODIAL SVCS | 46,674.67 |
| | | | | | | Tax |
| INVOICE TOTAL | | | | | | \$72,423.34 |

Please remit a copy with payment-thank you

Remit to: **Irvine Unified School District**
5050 Barranca Parkway
Irvine, CA 92604-4698

Account ID V7501158
Account Name IRVINE CHILD CARE PROJECT (ICC)
Invoice Number 75PI0124
DIV: 75GN
TERM: 2021
Due Date 06/30/21
Amount Due \$72,423.34
Amount Paid \$ _____

IRVINE CHILD CARE PROJECT

TOPIC: WARRANT REQUEST-IRVINE UNIFIED SCHOOL DISTRICT (IUSD) WORK ORDER CHARGE BACKS

DESCRIPTION: IUSD has submitted an invoice for the Board’s review and approval in the amount of \$8,004.59 for Irvine Child Care Project (ICCP) Work Order charge backs for 2020-2021 Fiscal Year – 4th Quarter.

The specific breakdown is as follows:

\$8,004.59 for Work Order Charge Backs

RECOMMENDATION: Approve payment of \$8,004.59 for ICCP Work Order charge backs for 2020-2021 Fiscal Year – 4th Quarter.

IRVINE CHILD CARE PROJECT

DATE: 7/27/2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|---------------|---------------------------------------|-------------------|
| IUSD | 00571081-4306 | \$8,004.59 |
| IUSD | 00571085-5601 | |
| IUSD | 00571085-6210 | |
| IUSD | 00571085-6230 | |
| IUSD | 00571085-6410 | |
| | TOTAL | \$8,004.59 |

EXPENDITURE CLASSIFICATION SUMMARY

| | |
|---------------|-------------------|
| 00571081-4306 | \$8,004.59 |
| 00571085-5601 | |
| 00571085-6210 | |
| 00571085-6230 | |
| 00571085-6410 | |
| TOTAL | \$8,004.59 |

IRVINE CHILD CARE PROJECT

TOPIC: WARRANT REQUEST – CITY OF IRVINE

DESCRIPTION: The City of Irvine has submitted an invoice for the Board’s review and approval in the amount of \$24,539.50 for Program and Grant Administration for the month of June 2021.

The specific breakdown is as follows:

\$23,192.33 for Program Administration

\$1,347.17 for Grant Administration

RECOMMENDATION: Approve payment of \$24,539.50 to the City of Irvine for Program and Grant Administration for the month of June 2021.

IRVINE CHILD CARE PROJECT

DATE: July 20, 2021

| <u>VENDOR</u> | <u>EXPENDITURE CLASSIFICATION</u> | <u>AMOUNT</u> |
|---------------|---------------------------------------|--------------------|
| IUSD | 005710-59-5864 | \$23,192.33 |
| IUSD | 005501-59-5810 | \$1,347.17 |
| IUSD | 005710-59-5811 | |
| IUSD | 005710-59-4305 | |
| | TOTAL | \$24,539.50 |

EXPENDITURE CLASSIFICATION SUMMARY

| | |
|----------------|--------------------|
| 005710-59-5864 | \$23,192.33 |
| 005501-59-5810 | \$1,347.17 |
| 005710-59-5811 | |
| 005710-59-4305 | |
| TOTAL | \$24,539.50 |



City of Irvine
 FINANCE DEPARTMENT
 P.O. BOX 19575
 IRVINE, CA 92623-9575
 949-724-6049

CUSTOMER NO. C4604
INVOICE NO. 208621
INVOICE DATE 07/20/2021

IRVINE CHILD CARE PROJECT
 5050 BARRANCA PKWY
 IRVINE, CA 92604-4652

Terms: Please remit payment within 30 days to avoid 10 percent late fee and penalties.

Past due accounts may be referred to a collection agency.

JUNE 2021

STAFFING: ADMINISTRATION = \$20,511.89
 STAFFING: GRANT ADMINISTRATION = \$1,347.17
 SUPPLIES = \$2,480.44
 DUPLICATING = \$200.00
 CONTRACT SERVICES PAID ON PCARD = \$0
 CONTRACT SERVICES = \$0
 LOCAL TRAVEL = \$0

TOTAL \$24,539.50

Original Amount \$24,539.50

Total Due: \$24,539.50

PAYMENT OPTIONS:



ELECTRONIC:

Bank of America
 275 S Valencia Ave, Brea CA 92823
 City of Irvine General Account
 ACH Routing: 121000358
 Bank Account: 14330-00006
 ** Include Invoice and Customer Number
 in payment details section



CREDIT/DEBIT CARDS:

Please pay online at:
<https://arpayments.cityofirvine.org>



SEND CHECKS TO:

Finance Department
 PO Box 19575, Irvine CA 92623-9575
 ** Include Payment Slip with check

PAYMENT SLIP

CUSTOMER #: C4604
INVOICE #: 208621
INVOICE DATE: 07/20/2021
TOTAL AMOUNT DUE: \$24,539.50

TOTAL PAYMENT:

\$ _____

ITEM 10

IRVINE CHILD CARE PROJECT

TOPIC: **DEPOSIT OF SCHOLARSHIP FUNDS FROM
IRVINE CHILDREN'S FUND (ICF)**

DESCRIPTION: The Irvine Child Care Project has received checks in the total amount of \$27,970.26 from ICF for scholarships awarded in April, May and June.

RECOMMENDATION: Authorize the deposit of funds from ICF into the appropriate account as follows:

\$13,923.13 01-005-712-00-8689

\$14,047.13 01-005-712-00-8699

Irvine



Project

BOARD
ADAM BUCHANAN, President
CYRIL YU, Vice President
ALAN BATTENFIELD, Clerk
STEPHANIE BYNON, Member
TAMMY KIM, Member

June 9, 2021

TO: Becky Meyers

FROM: TRACI STUBBLER
ICCP ADMINISTRATOR

SUBJECT: DEPOSIT OF ICF CHECKS

I have enclosed check #5074 in the amount of \$7,325.00 from the Irvine Children's Fund (ICF) for the services month of April 2021.

Please deposit into the following account as follows:

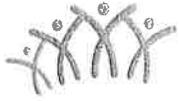
\$ 7,325.00 **CDBG/ICF** - deposit to account # 01-005-712-00-8699
\$ 0.00 **ICF** - deposit to account # 01-005-712-00-8689

Submitted for your action.

Thanks for your help,

A handwritten signature in cursive script that reads 'Traci Stubbler'.

Traci Stubbler
ICCP Administrator



Irvine Children's Fund

Irvine Children's Fund
Children Helping Children

Board of Directors

ICF President
Greg S. Goodrich
Wells Fargo Advisors
Past President
Marcy Brown
HOAG
Vice President
Lauren Brooks

Adam Buchanan
President
Irvine Child Care Project
14341 Yale Avenue
Irvine, CA 92604

IUSD Board of Trustees
Secretary
Susan Whittaker
Whittaker Planning Services
Treasurer
Wendy Bokota
Irvine Prevention Coalition

Dear Adam:

Enclosed please find:

Check #5074 in the amount of \$7,325.00 for the before and after school child care scholarships provided in April 2021. This provided scholarships for 19 children at 10 child care sites. Of this amount, \$7,325.00 is from CDBG 2020-2021 Before and After School Child Care Scholarship Funds and \$0.00 is from ICF 2020 – 2021 Before and After School Child Care Scholarship Funds.

Anthony Kuo
Irvine City Council

Ryan Martz
Ryan Martz Events

Mary D. Miller
Past ICF President
Citizens Business Bank

Rob Poetsch
Taco Bell

Kelly Reynolds
HOAG Irvine

Sheri Reynolds
SPLATT Design

The Irvine Children's Fund voted to provide child care scholarship funding for July 1, 2021 – June 30, 2022 as follows:

1. \$80,000 for child care funding for low-moderate income working families from Irvine. \$60,389 will be from CDBG Public Service funds and \$19,611 from ICF funds.
2. In addition, ICF has received a one-time grant to provide scholarships over 3 years with a total of \$979,821 for families who have been economically negatively impacted by the pandemic. This grant will provide scholarships for many more families who need access to child care.

With both scholarship funding programs, ICF can now provide a 50%, 75% or 100% child care scholarship with the family paying the remainder.

Honorary
Dan Borland
Pacific Premier Bank
Stan Machesky
Irvine Unified School District
Michael Means
KLAA-AM 830, Retired

We would like to thank the ICCP staff who have worked to make these funding opportunities more easily accessible to families by creating an online portal on the City of Irvine website. ICF appreciates the efforts of the ICCP staff who will continue providing one on one assistance to the families as needed.

Ex Officio
Farrah Khan
Mayor
City of Irvine

Thank you for your continuing commitment to meeting the child care needs of IUSD families during this difficult time while following all of the CDC guidelines to keep the staff and students safe.

Terry Walker
Superintendent
Irvine Unified School District

We look forward to an exciting summer program for families.

Sincerely,

Sharon Wellikson
Executive Director
Irvine Junior Games
Irvine Children's Fund

Greg Goodrich
President
Irvine Children's Fund

Sharon Wellikson
Irvine Children's Fund

Theresa Collins
Director
Irvine Junior Games
Irvine Children's Fund

Copy Traci Stubbler and Shane Dineen, ICCP
John Fogarty, ICCP Treasurer

| 2020 – 2021 Before and After School Child Care Scholarship Funds \$80,000 ICF Funds - \$28,200 and CDBG 2020 – 20121 Funds - \$51,800 | | | | | |
|--|------------------------|---------------------------|--------------------|--------------------|---------|
| Month 2020 – 2021 | ICF Funds 2020-2021 | CDBG Funds 2020 – 2021 | Total | Child Care Days | Check # |
| July 2020 | \$0.00 | \$2,750.00 | \$2,750.00 | 97 | #5040 |
| August 2020 | \$0.00 | \$4,491.00 | \$4,491.00 | 150 | #5041 |
| September 2020 | \$0.00 | \$4,641.63 | \$4,641.63 | 168 | #5044 |
| October 2020 | \$0.00 | \$2,885.00 | \$2,885.00 | 158 | #5049 |
| November 2020 | \$0.00 | \$3,113.75 | \$3,113.75 | 141 | #5052 |
| December 2020 | \$0.00 | \$3,727.50 | \$3,727.50 | 128 | #5058 |
| January 2021 | \$0.00 | \$3,954.50 | \$3,954.50 | 180 | #5063 |
| February 2021 | \$0.00 | \$5,291.11 | \$5,291.11 | 242 | #5066 |
| March 2021 | \$0.00 | \$6,898.38 | \$6,898.38 | 294 | #5067 |
| April 2021 | \$0.00 | \$7,325.00 | \$7,325.00 | 318 | #5074 |
| May 2021 | | | | | |
| June 2021 | | | | | |
| Total | \$0.00 | \$45,077.87 | \$45,077.87 | 1,876 | |



IRVINE CHILDREN'S FUND
 IRVINE JUNIOR GAMES
 14301 YALE AVE
 IRVINE, CA 92604-1901

WELLS FARGO BANK, N.A.
 www.wellsfargo.com
 11-4288/1210

5074

5/26/2021

Irvine Children's Fund

PAY TO THE ORDER OF Irvine Child Care Project

\$ **7,325.00

Seven Thousand Three Hundred Twenty-Five Only*****

DOLLARS

Traci Stubbler
 14341 Yale Ave
 Irvine, CA 92604



Mandy Bolots
Dshawn Wilkerson
 AUTHORIZED SIGNATURE

MEMO April 2021

⑈0000005074⑈ ⑆121042882⑆ 8526717858⑈

IRVINE CHILDREN'S FUND IRVINE JUNIOR GAMES
 Irvine Child Care Project
 ICF:PROGRAMS:SCHOLARSHIPS:CDBG 20 April 2021

5/26/2021

5074

7,325.00

Wells Fargo Checking 7 April 2021

7,325.00

Irvine



Project

BOARD
ADAM BUCHANAN, President
CYRIL YU, Vice President
ALAN BATTENFIELD, Clerk
STEPHANIE BYNON, Member
TAMMY KIM, Member

June 30, 2021

TO: Becky Meyers

FROM: TRACI STUBBLER
ICCP ADMINISTRATOR

SUBJECT: DEPOSIT OF ICF CHECKS

I have enclosed check #5077 in the amount of \$8,941.75 from the Irvine Children's Fund (ICF) for the services month of May 2021.

Please deposit into the following account as follows:

\$ 6,722.13 **CDBG/ICF** - deposit to account# 01-005-712-00-8699
\$ 2,219.62 **ICF** - deposit to account# 01-005-712-00-8689

Submitted for your action.

Thanks for your help,

A handwritten signature in blue ink that reads 'Traci Stubbler'. The signature is written in a cursive, flowing style.

Traci Stubbler
ICCP Administrator



IRVINE CHILDREN'S FUND
IRVINE JUNIOR GAMES
14301 YALE AVE
IRVINE, CA 92604-1901

WELLS FARGO BANK, N.A.
www.wellsfargo.com
11-4288/1210

5077

6/22/2021

Irvine Children's Fund

PAY TO THE ORDER OF Irvine Child Care Project

\$ **8,941.75

Eight Thousand Nine Hundred Forty-One and 75/100*****

DOLLARS

MEMO

Irvine Child Care Project
14341 Yale Ave
Irvine, CA 92604
May 2021 Scholarships

VALID VALID
VALID VALID
VALID VALID
VALID VALID
Sharon Wilkinson
AUTHORIZED SIGNATURE

⑈0000005077⑈ ⑆121042882⑆ 8526717858⑈

IRVINE CHILDREN'S FUND IRVINE JUNIOR GAMES

5077

Irvine Child Care Project

6/22/2021

ICF:PROGRAMS:SCHOLARSHIPS:CDBG 20 May 2021
ICF:PROGRAMS:SCHOLARSHIPS:ICF 2020

6,722.13
2,219.62

CDBG 2020-2021

ICF 2020-2021

May 2021 Scholarships

Wells Fargo Checking 7 May 2021 Scholarships

8,941.75



Irvine Children's Fund

Irvine Children's Fund
Children Helping Children

Board of Directors

ICF President

Greg S. Goodrich
Wells Fargo Advisors

Past President

Marcy Brown
HOAG

Vice President

Lauren Brooks

IUSD Board of Trustees

Secretary

Susan Whittaker
Whittaker Planning Services

Treasurer

Wendy Bokota
Irvine Prevention Coalition

Anthony Kuo

Irvine City Council

Ryan Martz

Ryan Martz Events

Mary D. Miller

Past ICF President
Citizens Business Bank

Rob Poetsch

Taco Bell

Kelly Reynolds

HOAG Irvine

Sheri Reynolds

SPLATT Design

Honorary

Dan Borland

Pacific Premier Bank

Stan Machesky

Irvine Unified School District

Michael Means

KLAA-AM 830, Retired

Ex Officio

Farrah Khan

Mayor
City of Irvine

Terry Walker

Superintendent
Irvine Unified School District

Sharon Wellikson

Executive Director
Irvine Junior Games
Irvine Children's Fund

Theresa Collins

Director
Irvine Junior Games
Irvine Children's Fund

Adam Buchanan

President

Irvine Child Care Project

14341 Yale Avenue

Irvine, CA 92604

Dear Adam:

Enclosed please find:

Check #5077 in the amount of \$8,941.75 for the before and after school child care scholarships provided in May 2021. This provided scholarships for 23 children at 11 child care sites. Of this amount, \$6,722.13 is from CDBG 2020-2021 Before and After School Child Care Scholarship Funds and \$2,219.62 is from ICF 2020 – 2021 Before and After School Child Care Scholarship Funds. This funding completes the CDBG 2020-2021 funding total of \$51,800.

We would like to thank the ICCP staff who are making the CDBG and CDBG CV funding opportunities more easily accessible to families by creating the online portal on the City of Irvine website. ICF knows that the increased number of applicants is time consuming for ICCP as many of the financial situations are changing for so many of the families.

Thank you for your continuing commitment to meeting the child care needs of IUSD families during this difficult time while following all of the CDC guidelines to keep the staff and students safe.

We look forward to an exciting summer program for families.

Sincerely,

Greg Goodrich

President

Irvine Children's Fund

Sharon Wellikson

Irvine Children's Fund

C: Traci Stubbler and Shane Dineen, ICCP
John Fogarty, ICCP Treasurer

| 2020 – 2021 Before and After School Child Care Scholarship Funds \$80,000 ICF Funds - \$28,200 and CDBG 2020 – 2021 Funds - \$51,800 | | | | | |
|---|---------------------|------------------------|--------------------|-----------------|---------|
| Month 2020 – 2021 | ICF Funds 2020-2021 | CDBG Funds 2020 – 2021 | Total | Child Care Days | Check # |
| July 2020 | \$0.00 | \$2,750.00 | \$2,750.00 | 97 | #5040 |
| August 2020 | \$0.00 | \$4,491.00 | \$4,491.00 | 150 | #5041 |
| September 2020 | \$0.00 | \$4,641.63 | \$4,641.63 | 168 | #5044 |
| October 2020 | \$0.00 | \$2,885.00 | \$2,885.00 | 158 | #5049 |
| November 2020 | \$0.00 | \$3,113.75 | \$3,113.75 | 141 | #5052 |
| December 2020 | \$0.00 | \$3,727.50 | \$3,727.50 | 128 | #5058 |
| January 2021 | \$0.00 | \$3,954.50 | \$3,954.50 | 180 | #5063 |
| February 2021 | \$0.00 | \$5,291.11 | \$5,291.11 | 242 | #5066 |
| March 2021 | \$0.00 | \$6,898.38 | \$6,898.38 | 294 | #5067 |
| April 2021 | \$0.00 | \$7,325.00 | \$7,325.00 | 318 | #5074 |
| May 2021 | \$2,219.62 | \$6,722.13 | \$8,941.75 | 365 | \$5077 |
| June 2021 | | | | | |
| Total | \$2,219.62 | \$51,800 | \$54,019.62 | 2,241 | |

Irvine



Project

BOARD
ADAM BUCHANAN, President
CYRIL YU, Vice President
ALAN BATTENFIELD, Clerk
STEPHANIE BYNON, Member
TAMMY KIM, Member

August 2, 2021

TO: Becky Meyers
FROM: TRACI STUBBLER
ICCP ADMINISTRATOR
SUBJECT: DEPOSIT OF ICF CHECKS

I have enclosed check #5080 in the amount of \$11,703.51 from the Irvine Children's Fund (ICF) for the services month of June 2021.

Please deposit into the following account as follows:

\$ 11,703.51 **ICF** – deposit to account # 01-005-712-00-8689

Submitted for your action.

Thanks for your help,

A handwritten signature in cursive script that reads 'Traci Stubbler'.

Traci Stubbler
ICCP Administrator



Irvine Children's Fund

Irvine Children's Fund
Children Helping Children

Board of Directors

ICF President

Greg S. Goodrich
Wells Fargo Advisors

Past President

Marcy Brown
HOAG

Vice President

Lauren Brooks

IUSD Board of Trustees

Secretary

Susan Whittaker
Whittaker Planning Services

Treasurer

Wendy Bokota
Irvine Prevention Coalition

Anthony Kuo

Irvine City Council

Ryan Martz

Ryan Martz Events

Mary D. Miller

Past ICF President
Citizens Business Bank

Rob Poetsch

Taco Bell

Kelly Reynolds

HOAG Irvine

Sheri Reynolds

SPLATT Design

Honorary

Dan Borland

Pacific Premier Bank

Stan Machesky

Irvine Unified School District

Michael Means

KLAA-AM 830, Retired

Ex Officio

Farrah Khan

Mayor
City of Irvine

Terry Walker

Superintendent
Irvine Unified School District

Sharon Wellikson

Executive Director
Irvine Junior Games
Irvine Children's Fund

Theresa Collins

Director
Irvine Junior Games
Irvine Children's Fund

Adam Buchanan

President

Irvine Child Care Project

14341 Yale Avenue

Irvine, CA 92604

Dear Adam:

Enclosed please find:

Check #5080 in the amount of \$11,703.51 for the before and after school child care scholarships provided in June 2021. This provided scholarships for 29 children at 13 child care sites. Of this amount, \$0.00 is from CDBG 2020 - 2021 Before and After School Child Care Scholarship Funds and \$11,703.51 is from ICF 2020 - 2021 Before and After School Child Care Scholarship Funds.

From July 1, 2020 - June 30, 2021, ICF has provided \$65,723.13 in school age child care scholarships including \$13,923.13 from ICF 2020 - 2021 Before and After School Child Care Scholarship Funds and \$51,800 from CDBG 2020 - 2021 Before and After School Child Care Scholarship Funds. This funding provided 2,574 child care days for 32 children at 13 ICCP child care programs.

We look forward to providing child care scholarships for 2021 - 2022.

Sincerely,

Greg Goodrich
President
Irvine Children's Fund

Sharon Wellikson
Irvine Children's Fund

C: Traci Stubbler and Shane Dineen, ICCP
John Fogarty, ICCP Treasurer

| 2020 - 2021 Before and After School Child Care Scholarship Funds \$80,000 ICF Funds - \$28,200 and CDBG 2020 - 2021 Funds - \$51,800 | | | | | |
|---|---------------------|------------------------|--------------------|-----------------|---------|
| Month 2020 - 2021 | ICF Funds 2020-2021 | CDBG Funds 2020 - 2021 | Total | Child Care Days | Check # |
| July 2020 | \$0.00 | \$2,750.00 | \$2,750.00 | 97 | #5040 |
| August 2020 | \$0.00 | \$4,491.00 | \$4,491.00 | 150 | #5041 |
| September 2020 | \$0.00 | \$4,641.63 | \$4,641.63 | 168 | #5044 |
| October 2020 | \$0.00 | \$2,885.00 | \$2,885.00 | 158 | #5049 |
| November 2020 | \$0.00 | \$3,113.75 | \$3,113.75 | 141 | #5052 |
| December 2020 | \$0.00 | \$3,727.50 | \$3,727.50 | 128 | #5058 |
| January 2021 | \$0.00 | \$3,954.50 | \$3,954.50 | 180 | #5063 |
| February 2021 | \$0.00 | \$5,291.11 | \$5,291.11 | 242 | #5066 |
| March 2021 | \$0.00 | \$6,898.38 | \$6,898.38 | 294 | #5067 |
| April 2021 | \$0.00 | \$7,325.00 | \$7,325.00 | 318 | #5074 |
| May 2021 | \$2,219.62 | \$6,722.13 | \$8,941.75 | 365 | #5077 |
| June 2021 | \$11,703.51 | \$0.00 | \$11,703.51 | 333 | #5080 |
| Total | \$13,923.13 | \$51,800 | \$65,723.13 | 2,574 | |

SECURITY FEATURES INCLUDE TRUE WATERMARK PAPER, HEAT SENSITIVE ICON AND FOIL HOLOGRAM



Irvine Children's Fund

IRVINE CHILDREN'S FUND
IRVINE JUNIOR GAMES
14301 YALE AVE
IRVINE, CA 92604-1901

WELLS FARGO BANK, N.A.
www.wellsfargo.com
1-4288/1210

6/30/2021

5080

PAY TO THE
ORDER OF

Irvine Child Care Project

Eleven Thousand Seven Hundred Three and 51/100*****

\$ **11,703.51

DOLLARS

Traci Stubbler
Irvine Child Care Project
14341 Yale Ave
Irvine, CA 92604
June 2021



Mary K. Robb
Dorothy Robb
AUTHORIZED SIGNATURE

⑆0000005080⑆ ⑆121042882⑆ 8526717858⑆

IRVINE CHILDREN'S FUND IRVINE JUNIOR GAMES
Irvine Child Care Project
ICF:PROGRAMS:SCHOLARSHIPS:ICF 2020 June 2021

6/30/2021

5080

11,703.51

Wells Fargo Checking 7 June 2021

11,703.51

Security Features Included

Details on Back

ITEM 11

IRVINE CHILD CARE PROJECT

TOPIC: **DEPOSIT OF STATE GRANT APPORTIONMENT**

DESCRIPTION: The Irvine Child Care Project (ICCP) has received two checks in the total amount \$382,197.00 from the State Department of Education and the Department of Social Services.

\$114,853.00 Represents the 10th and final apportionment received for the FY 2020-21 State Grant

\$267,344.00 Represents the 1st apportionment received for the FY 2021-22 State Grant

RECOMMENDATION: Authorize the deposit of grant funds from the State Department of Education and the Department of Social Services. into the appropriate account as follows:

\$63,592.00 01-005-50100-8290

\$29,975.00 01-005-50100-8290

\$5,979.00 01-005-50100-8290

\$282,651.00 01-005-50100-8590

Irvine



Project

BOARD

ADAM BUCHANAN, President

CYRIL YU, Vice President

ALAN BATTENFIELD Clerk

STEPHANIE BYNON, Member

TAMMY KIM, Member

June 2, 2021

To: Becky Myers

From: Traci Stubbler
ICCP Administrator

Subject: Deposit of State Grant Apportionment for CCTR-0163

I have enclosed a check from the State of California to deposit as the 10th State Grant Apportionment, for FY 2020-21, in the amount of \$114,853.00.

Please deposit into the following accounts:

10th Apportionment:

| | |
|--------------|--|
| \$ 6,617.00 | Grant CDD-deposit to account # 01-005-50100-8290/Federal |
| \$ 3,784.00 | Grant CDD-deposit to account # 01-005-50100-8290/Federal |
| \$ 5,979.00 | Grant CDD-deposit to account # 01-005-50100-8290/Federal |
| \$ 98,473.00 | Grant CDD-deposit to account # 01-005-50100-8590/State |

Submitted for your action.

Thank you,

Traci Stubbler
ICCP Administrator

REMITTANCE ADVICE

STD. 404C (Rev. 4-95) (FF)

STATE OF CALIFORNIA

| | | | |
|--------------------|--|-----------------------------|-------------------|
| DEPARTMENT NAME | DEPARTMENT OF EDUCATION | Vendor ID 0000052269 | ORG. CODE 6100 |
| DEPARTMENT ADDRESS | 1430 N STREET SUITE 2213 SACRAMENTO, CA 95814 | CLAIM SCHED. NO. 2020023 | |

THE ENCLOSED WARRANT IS IN PAYMENT OF THE INVOICES SHOWN BELOW

| INVOICE DATE | INVOICE NUMBER | INVOICE AMOUNT | RPT |
|--------------|-------------------|----------------|-----|
| 05/19/2021 | CD-2020ZZZZ-Q5530 | 114853.00 | |

VENDOR

IRVINE CHILD CARE PROJECT
 ONE CIVIC CNTR PLAZA
 PO BOX 19575
 IRVINE, CA 92623-9575

| | | | | |
|----------------------------|--------|----------|-----------------------|---------------|
| FEDERAL TAX ID NO. OR SSAN | TAX YR | RPT TYPE | TOTAL REPORTED TO IRS | TOTAL PAYMENT |
| | | | 0.00 | 114853.00 |



THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - VIEW AT AN ANGLE

STATE OF CALIFORNIA WARRANT NUMBER **04-550329**

H THE TREASURER OF THE STATE WILL PAY OUT OF THE FUND NO. FUND NAME
 IDENTIFICATION NO. 6100 05:24:2021 MO., DAY, YR. GENERAL FUND
 90-1342/1211 04550329

TO: 550329 IRVINE CHILD CARE PROJECT

DOLLARS CENTS
 \$*114853.00

Betty T. Yee
 BETTY T. YEE
 CALIFORNIA STATE CONTROLLER

CALIFORNIA STATE CONTROLLER

FORM 04-08 (2-97) CONTROLLERS WARRANT

⑆ 12113423⑆ 045503298⑈

Payments by Invoice » Invoice CD-2020ZZZZ-Q5530

Warrant Amount: \$114,853

Status: Paid

Payment Date: 05/24/2021

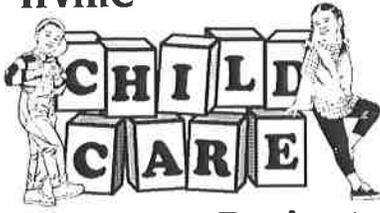
Department: CDE

| Agreement Number | PCA | Amount |
|------------------|-------|----------|
| <u>CCTR0163</u> | 13609 | \$6,617 |
| <u>CCTR0163</u> | 15136 | \$3,784 |
| <u>CCTR0163</u> | 15549 | \$5,979 |
| <u>CCTR0163</u> | 23254 | \$98,473 |

CDE Fiscal Analyst: Ellyssa Rodriguez | erodriguez@cde.ca.gov | 916-322-5090

Questions: CPARIS Technical Support | cparissupport@cde.ca.gov | 916-322-8332

Irvine



Project

BOARD

ADAM BUCHANAN, President

CYRIL YU, Vice President

ALAN BATTENFIELD Clerk

STEPHANIE BYNON, Member

TAMMY KIM, Member

August 5, 2021

To: Becky Myers

From: Traci Stubbler
ICCP Administrator

Subject: Deposit of State Grant Apportionment for CCTR-1167

I have enclosed a check from the State of California to deposit as the 1st State Grant Apportionment, for FY 2021-22, in the amount of \$267,344.00.

Please deposit into the following accounts:

10th Apportionment:

| | |
|---------------|--|
| \$ 56,975.00 | Grant CDD-deposit to account # 01-005-50100-8290/Federal |
| \$ 26,191.00 | Grant CDD-deposit to account # 01-005-50100-8290/Federal |
| \$ 184,178.00 | Grant CDD-deposit to account # 01-005-50100-8590/State |

Submitted for your action.

Thank you,

A handwritten signature in cursive script that reads 'Traci Stubbler'.

Traci Stubbler
ICCP Administrator

Payments by Invoice » Invoice CD-20210105-Q5530

Warrant Amount: \$267,344

Status: Paid

Payment Date: 08/02/2021

Department: CDSS

| Agreement Number | PCA | Amount |
|------------------|-------|-----------|
| <u>CCTR1167</u> | 13609 | \$66,975 |
| <u>CCTR1167</u> | 15136 | \$25,191 |
| <u>CCTR1167</u> | 23254 | \$184,178 |

CDE Fiscal Analyst: Elyssa Rodriguez | erodriguez@cde.ca.gov | 916-322-5090

Questions: CPARIS Technical Support | cparisupport@cde.ca.gov | 916-322-8332



STATE OF CALIFORNIA

69-224158

THE TREASURER OF THE STATE WILL PAY OUT OF THE IDENTIFICATION NO.

0000052269

0000

FUND NO. 8087

FUND NAME FISCAL CONSOLIDATED PMT

MO. DAY YR.

08 02 2021

90-1342/1211

69224158

| | |
|------------|-------|
| DOLLARS | CENTS |
| \$**267344 | .00 |

TO: 224158

--- IRVINE CHILD CARE PROJECT
 ONE CIVIC CNTR PLAZA
 PO BOX 19575
 IRVINE CA 92623-9575

Betty T. Yee
BETTY T. YEE
 CALIFORNIA STATE CONTROLLER



FORM CD-95(1/99) CONTROLLERS WARRANT

⑆121113423⑆ 692241588⑈

DETACH ON DOTTED LINE
KEEP THIS PORTION FOR YOUR RECORDS

69-224158

ISSUE DATE: 08/02/2021
 DEPARTMENT OF SOCIAL SERVICES
 CALIFORNIA DEPARTMENT OF SOCIAL SERVICES 744 P STREET, MS 9-6-
 SACRAMENTO CA 95814
 FOR QUESTIONS CONTACT ACCOUNTING DEPARTMENT AT 916/657-1932

| VENDOR NAME | VENDOR ID |
|---------------------------|------------|
| IRVINE CHILD CARE PROJECT | 0000052269 |

| VOUCHER ID | INVOICE ID | PO ID |
|------------|-------------------|------------|
| 00130294 | CD-20210105-Q5530 | 0000010253 |

AMOUNT PAID
 \$267344.00

PAYMENT MESSAGE
 CHILD DEVELOPMENT FISCAL ANALYST: E. RODRIGUEZ 916-322-5090

ADDITIONAL PAYMENT MESSAGE

BUSINESS

ITEM 12

IRVINE CHILD CARE PROJECT

TOPIC: **CALIFORNIA DEPARTMENT OF SOCIAL SERVICES
GENERAL CHILD CARE AND DEVELOPMENT
PROGRAM GRANT FUNDING FOR FY 2021-22 (CCTR-
1167)**

DESCRIPTION: The California Department of Social Services (CDSS) has approved a grant in the amount \$1,069,376 to the Irvine Child Care Project (ICCP) for FY 2021-22.

A copy of General Child Care and Development Grant CCTR-1167 is attached for the Board's information.

RECOMMENDATIONS: Receive and file California Department of Social Services General Child Care and Development Program Grant Funding For FY 2021-22 (CCTR-1167).



LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

DATE: July 01, 2021

CONTRACT NUMBER: CCTR-1167

PROGRAM TYPE: GENERAL CHILD CARE & DEV PROGRAMS

PROJECT NUMBER: 30-Q553-00-1

STATE AGENCY: CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

CONTRACTOR'S NAME: IRVINE CHILD CARE PROJECT

This Agreement is entered into between the State Agency and the Contractor named above. The Contractor agrees to comply with the terms and conditions of the CURRENT APPLICATION; the GENERAL TERMS AND CONDITIONS (GTC04/2017)*; the GENERAL CHILD CARE AND DEVELOPMENT PROGRAM REQUIREMENTS*; the FUNDING TERMS AND CONDITIONS (FT&C)*, which are by this reference made a part of this Agreement. Where the GTC04/2017 conflicts with either the Program Requirements or the FT&C, the Program Requirements or the FT&C will prevail.

Funding of this contract is contingent upon appropriation and availability of sufficient funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract.

The period of performance for this contract is July 01, 2021 through June 30, 2022. For satisfactory performance of the required services, the contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$49.54 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$1,069,376.00. During the term of this contract, the MRA may be adjusted through an Allocation Letter issued to the Contractor by State Agency.

SERVICE REQUIREMENTS

Minimum Child Days of Enrollment (CDE) Minimum Days of Operation (MDO) Requirement 21,586.0 250

Any provision of this contract found to be in violation of Federal or State statute or regulation shall be invalid but such a finding shall not affect the remaining provisions of this contract.

Items shown with an Asterisk (*), are hereby incorporated by this reference and made part of this Agreement as if attached hereto. Amendments to any of these asterisked documents during the term of this contract shall be incorporated by reference as of the date issued by State Agency without need for formal amendment. These documents can be viewed at https://www.cdss.ca.gov/inforesources/cdss-programs/calworks-child-care/child-care-transition.

Table with columns for STATE OF CALIFORNIA and CONTRACTOR, containing signature, title, amount, and program details.

CONTRACTOR'S NAME: IRVINE CHILD CARE PROJECT

CONTRACT NUMBER: CCTR-1167

| | | | | |
|--|---|-----------------------|-----------------|--------------------------|
| AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 227,900 | PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs | FUND TITLE Federal | | |
| PRIOR AMOUNT ENCUMBERED \$ 0 | (OPTIONAL USE)0656 13609-Q553 | FC# 93.596 | PC# 000321 | |
| TOTAL AMOUNT ENCUMBERED TO DATE \$ 227,900 | ITEM 30.10.020.001 5180-101-0890 | CHAPTER B/A | STATUTE 2021 | FISCAL YEAR 2021-2022 |
| | OBJECT OF EXPENDITURE (CODE AND TITLE) 706 SACS: Res-5025 Rev-8290 | | | |

| | | | | |
|--|---|-----------------------|-----------------|--------------------------|
| AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 104,764 | PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs | FUND TITLE Federal | | |
| PRIOR AMOUNT ENCUMBERED \$ 0 | (OPTIONAL USE)0656 15136-Q553 | FC# 93.575 | PC# 000324 | |
| TOTAL AMOUNT ENCUMBERED TO DATE \$ 104,764 | ITEM 30.10.020.001 5180-101-0890 | CHAPTER B/A | STATUTE 2021 | FISCAL YEAR 2021-2022 |
| | OBJECT OF EXPENDITURE (CODE AND TITLE) 706 SACS: Res-5025 Rev-8290 | | | |

| | | | | |
|--|---|-----------------------|-----------------|--------------------------|
| AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 736,712 | PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs | FUND TITLE General | | |
| PRIOR AMOUNT ENCUMBERED \$ 0 | (OPTIONAL USE)0656 23254-Q553 | | | |
| TOTAL AMOUNT ENCUMBERED TO DATE \$ 736,712 | ITEM 30.10.020.001 5180-101-0001 | CHAPTER B/A | STATUTE 2021 | FISCAL YEAR 2021-2022 |
| | OBJECT OF EXPENDITURE (CODE AND TITLE) 706 SACS: Res-6105 Rev-8590 | | | |

| | | |
|---|------------|----------|
| I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above. | T.B.A. NO. | B.R. NO. |
| SIGNATURE OF ACCOUNTING OFFICER | DATE | |

ITEM 13

IRVINE CHILD CARE PROJECT

TOPIC: SUBCONTRACT AGREEMENT WITH CATALYST FAMILY INC. FOR CALIFORNIA DEPARTMENT OF SOCIAL SERVICES GENERAL CHILD CARE AND DEVELOPMENT PROGRAM GRANT FUNDING (CCTR-1167)

DESCRIPTION: The California Department of Social Services (CDSS) has approved a grant in the amount of \$1,069,376 to the Irvine Child Care Project (ICCP) for FY 2021-22.

Child care services are subcontracted by ICCP to Catalyst Family Inc. (Catalyst Kids). Only nominal changes to language were made to reflect changes in California Department of Education regulations and procedures related to reporting responsibilities in times of emergency. A copy of the subcontract agreement as approved by Board President Buchanan is attached for the Board's information.

RECOMMENDATION: Receive and file Subcontract Agreement with Continuing Development, Inc. for California Department of Education General Child Care and Development Program Grant Funding

**AGREEMENT FOR PARTICIPATION
IRVINE CHILD CARE PROJECT
SCHOOL-AGE CHILD CARE**

This agreement for participation in the Irvine Child Care Project's School Age Child Care ("Agreement") is entered into this first day of July 2021 by and between the Irvine Child Care Project (the "Project"), and Catalyst Family Inc., a California nonprofit corporation, (hereinafter referred to as the "Child Care Provider").

RECITALS

1.1 The Project is a local agency contracting with the state under agreements as described in General Child Care Funding Terms and Conditions.

1.2 Child Care Provider is a private agency, staffed, prepared, and capable of providing child care services as defined in Section 3 of this agreement.

1.3 The Project wishes to delegate operating responsibility to Child Care Provider for child care services authorized by contracts with the California Department of Social Services ("CDSS"), as the most cost-efficient means of providing these services at any of the following locations:

Catalyst Kids - Canyon View
12025 Yale Court
Irvine, CA 92620

Catalyst Kids - Deerfield
2 Deerfield Avenue
Irvine, CA 92604

Catalyst Kids - Oak Creek
1 Dove Creek
Irvine, CA 92618

Catalyst Kids - Springbrook
655 Springbrook
Irvine, CA 92614

Catalyst Kids - Stonegate
100 Honors
Irvine, CA 92620

Catalyst Kids - University Park
4572 Sandburg Way
Irvine, CA 92612

Catalyst Kids - Plaza Vista
670 Paseo Westpark
Irvine, CA 92606

Catalyst Kids - Turtle Rock
5151 Amalfi Drive
Irvine, CA 9260

Catalyst Kids - Woodbury
125 Great Lawn
Irvine, CA 92620

Catalyst Kids - Vista Verde
6 Federation Way
Irvine, CA 9260

TERM

2.1 This Agreement shall commence not earlier than July 1, 2021, and shall terminate, unless terminated earlier pursuant to the terms of this agreement, no later than June 30, 2022.

SERVICES TO BE PROVIDED BY CHILD CARE PROVIDER

3.1 Child Care Provider agrees to provide child care services as defined and outlined in the approved application, budget, and contracts between the Project and CDSS. Services to be provided by Child Care Provider include, but are not limited to, academic support activities, creative arts activities, recreational activities, and daily interaction with parents as set forth in the Project's application.

3.2 Child Care Provider further agrees to provide adequate child days of certified enrollment (supported by at least 95% attendance) to earn a portion of the Maximum Reimbursable Amount (less the Project's indirect charges) of the contract as described in Attachment A. Maximum Reimbursable Amount is subject to change based on contract amendments from CDSS.

3.3 Child Care Provider further agrees to earn subsidized parent fees or interest income by serving an appropriate number of additional subsidized children and incurring additional reimbursable costs equivalent to the amount of subsidized parent fees collected and/or interest income.

3.4 Child Care Provider shall maintain participation in the Child Care Food Program throughout the term of this Agreement.

3.5 Child Care Provider shall be responsible for hiring qualified staff and for maintaining required ratios in accordance with licensing and CDSS requirements.

3.6 Child Care Provider shall be responsible for seeing that all sites used pursuant to this Agreement shall meet all necessary licensing requirements.

ADMINISTRATION

4.1 Child Care Provider shall administer the program in accordance with the rules, regulations, and policies of the Project and CDSS, including those stated in the "general assurances" form submitted with Project's contracts with CDSS and attached hereto.

4.2 All activities authorized by this agreement to be performed by Child Care Provider shall be performed within the approved program policies, the approved budget, the contract funding, the terms and conditions, and CDSS, in accordance with the applications and contracts between the Project and CDSS attached hereto.

4.3 Child Care Provider shall comply with all applicable laws, ordinances, and codes of the federal, state, and local governments.

4.4 Child Care Provider shall require that all its personnel who are authorized to sign checks be bonded in an amount which will cover the total amount under the control of the Child Care Provider at any one time. Child Care Provider shall provide to the Project a certificate of insurance verifying the Child Care Provider fidelity bond coverage. Said certificate of insurance shall not be canceled without thirty days prior written notice to the Project.

REPORTS AND RECORDS

5.1 Child Care Provider shall maintain and provide to the Project records for program review, evaluations, audit, and/or other purposes. Records maintained & provided pursuant to this section shall be made available to the agents of CDSS upon request of the Project or CDSS. Such records shall be maintained for a minimum of five (5) years.

5.2 Child Care Provider agrees to submit to the Project such reports as required by CDSS directives or by the Project.

5.3 Child Care Provider shall report all expenditures in accordance with California School Accounting Manual Procedures.

5.4 Child Care provider shall provide an annual line-item budget by expenditure category for approval by CDSS and the Project. All revenues and expenses shall be identified in separate accounts.

5.5 Child Care Provider will close its accounting and attendance records on the last day

of each month for preparation of the required monthly statement. Monthly reports of enrollment, attendance, and expenditures shall be submitted to the Project no later than the 16th day of each month.

5.6 Child Care Provider records shall be subject to the same audit and/or audit review requirements as imposed on the Project through its contracts with CDSS. In any event, Child Care Provider shall provide to the Project an annual audit in accordance with CDSS audit guidelines.

5.7 Child Care Provider shall be liable for any audit exception caused by or as a result of Child Care Provider's lack of performance as required by this Agreement.

5.8 Child Care Provider, in its discretion, may purchase necessary equipment or supplies to the extent such purchase may be reimbursed from CDSS funds. Pursuant to this agreement if the per-unit cost equals or exceeds \$5,000 (including tax), or the sum of all items related to the purchase exceeds \$10,000 (including tax); and/or having a useful life expectancy of two years or more, shall have prior written authorization from the Project and CDSS. Title to any equipment or supplies so purchased shall vest in Child Care Provider for the term of this Agreement. Insurance on all property purchased pursuant hereto shall be provided by Child Care Provider. Upon termination of this Agreement, title to all equipment and remaining supplies purchased pursuant hereto shall revert to the Project.

PROJECT RESPONSIBILITIES

6.1 The Project shall monitor, evaluate, and provide technical assistance to Child Care Provider regarding the conduct of activities delegated or required under this Agreement.

6.2 The Project shall compensate Child Care Provider monthly, based upon units of enrollment and attendance. Such compensation by the Project to the Child Care Provider shall be made only upon receipt of records certifying units of enrollment and attendance.

6.3 The Project agrees to reimburse Child Care Provider for authorized expenditures subject to receipt of funds from the CDSS, with the expectation that Child Care Provider sensibly enrolls children while accurately projecting contract earnings. If the contract is ultimately over earned at the end of the fiscal year, the Project reserve account funds can be used for net reimbursable expenses over and above the service earnings (if available). However, these expenses need pre-approval by the Project Board as there may be alternative financial assistance or benefits available to providers throughout the fiscal year.

6.4 The Project agrees to submit the required documentation to the State and seek reimbursement for Child Care Provider days closed as outlined in the *Reduced Days of Operation or Attendance Due to Emergency Conditions* State Management Bulletin 10-09 (until rescinded or replaced).

6.5 The Project shall compensate Child Care Provider for travel and per diem expenses necessitated by this Agreement. Such expenses will be reimbursed only at rates not exceeding those amounts paid to the majority of the CDSS's represented employees computed in accordance with Department of Personnel Administration Regulations, Title 2 California Code of Regulations, Subchapter 1.

6.6 The Project agrees that it is solely responsible to the CDSS for fulfillment of its contracts with the CDSS and for compliance with all terms and conditions contained within, or attached to, the contracts for the current fiscal year.

INDEMNIFICATION

7.1 Child Care Provider shall indemnify, defend, and save harmless the State of

California, the CDSS, its officers, agents, and employees from any and all claims and losses occurring or resulting to any and all contractors, subcontractors, suppliers, laborers, or any other person, firm, or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses occurring or resulting to any person, firm, or corporation that may be injured or damaged by the Child Care provider in the performance of this Agreement.

7.2 Child Care Provider shall agree to indemnify, defend, and save harmless the Project, the City of Irvine, the Irvine Unified School District, its officers, agents, and employees from any and all claims and losses occurring or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm, or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of the subcontract, and from any and all claims and losses occurring or resulting to any person, firm, or corporation that may be injured or damaged by Child Care Provider in the performance of this Agreement.

7.3 Child Care provider will hold the Project harmless for any contract obligations entered into that cannot be met due to the non-receipt of funds.

INSURANCE

8.1 Child Care Provider shall provide and maintain fidelity bond coverage as evidenced by a certificate of insurance as described under section 4.4 of this Agreement.

8.2 Child Care Provider shall provide and shall maintain in force during the term of this contract, comprehensive bodily injury and property damage liability insurance with a combined single limit of \$1,000,000. Child Care Provider's policy or policies of liability insurance obtained pursuant to this Agreement shall name the Project, the City of Irvine, the Irvine Unified School District, the State of California and the CDSS as additional insureds under the terms of such policy or policies. No such policy may be canceled without 30 days prior written notice to the Project.

8.3 Child Care Provider shall provide workers' compensation insurance, unemployment insurance, and disability insurance for all of its employees, as required by law.

8.4 Certificates for all types of insurance required under this Agreement shall be furnished to the Project within two weeks of the commencement date of this Agreement. All certificates provided pursuant to this section shall indicate the name of the carrier, the policy number, and the expiration date.

TERMINATION

9.1 The Project may terminate this Agreement and be relieved of the payment of any consideration to the Child Care Provider upon failure by Child Care Provider to perform any of the terms of this Agreement including, but not limited to:

a. Failure, for any reason, of Child Care Provider to fulfill in a timely and proper manner its obligations under this contract, including compliance with the approved program and attached conditions, and such statutes, executive orders, and State directives as may become generally applicable at any time;

b. Submission by Child Care Provider to the Project of reports, accountings, records, or audits which are incorrect or incomplete in any material respect;

c. Ineffective or improper use of funds provided under this Agreement or other contract relating to the performance of services required under this Agreement.

9.2 In the event that this Agreement is terminated in whole or in part by the Project for any

reason pursuant to section 9.1, 30 days written notice shall be provided to Child Care Provider.

9.3 Notwithstanding any other provision of this Agreement, the Project shall be authorized to terminate this Agreement without prior notice, written or oral, should the CDSS terminate its contract with the Project or should the Project, in its discretion, determine that an emergency condition exists.

9.4 Child Care Provider may terminate this Agreement by giving 90 days advance written notice to the Project, signifying the effective date thereof.

9.5 In the event that the Project is required to assign or transfer this contract pursuant to any section of this Agreement, the Project may require Child Care provider to insure that adequate arrangements have been made for the transfer of the delegated activities to another contractor or to the Project.

9.6 In the event of any termination, all property and finished or unfinished documents, data, studies, and reports purchased or prepared by Child Care Provider under this contract shall be disposed of according to the Project's and CDSS's directives.

9.7 In the event of termination pursuant to the terms of this Agreement, Child Care Provider shall be entitled to compensation for any unreimbursed expenses reasonably and necessarily incurred in satisfactory performance of this Agreement. 9.8 Notwithstanding section 9.7 above, Child Care Provider shall not be relieved of liability to the Project for damages sustained by the Project by virtue of any breach of the contract by Child Care Provider, and the Project may withhold any such reimbursement to Child Care Provider for the purpose of offset until such time as the exact amount of damages due to the Project from Child Care Provider is agreed upon or otherwise determined.

9.8 Upon termination of this Agreement for any reason, consideration paid to Child Care Provider, as provided in this Agreement, shall be full compensation for all of Child Care Provider's expenses incurred in the performance of this agreement.

NONDISCRIMINATION

10.1 During the performance of this Agreement, the Project, Child Care Provider, and its subcontractors shall not deny the Agreement's benefits to any person on the basis of religion, color, ethnic group identification, sex, age, physical or mental disability, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age, or sex.

10.2 Child Care Provider and the Project shall comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12900 et seq.), the regulations promulgated there under (California Code of Regulations, Title 2, Section 7285.0 et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Government Code, Sections 11135-11139.5) and the regulations or standards adopted by the awarding State of California agency to implement such article.

10.3 Child Care Provider or the Project shall permit access by representatives of the Department of Fair Employment and Housing and the awarding State of California agency upon reasonable notice at any time during the normal business hours, but in no case less than 24 hours' notice, to such of its books, records, accounts, other sources of information and its facilities as said Department or Agency shall require to ascertain compliance with this clause.

10.4 The Project, Child Care Provider, and their subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

10.5 Child Care Provider shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the contract.

GENERAL CONDITIONS

11.1 Child Care Provider, and its agents and employees, in the performance of this Agreement, are acting in an independent capacity and not as officers, employees, or agents of the State of California or the CDSS.

11.2 Child Care Provider, its agents and employees, in the performance of this Agreement, are acting in an independent capacity and not as agents or employees of the City of Irvine, the Irvine Unified School District or the Project.

11.3 Child Care Provider, by signing this Agreement, swears under penalty of perjury that no more than one final unappealable finding of contempt of court has been issued by a federal court against Child Care Provider within the last two years because of failure to comply with all order of the National Labor Relations Board.

11.4 Pursuant to sections 11.1 and 11.2, the status of the Child Care Provider under this Agreement shall be, at all times during the term of this Agreement, that of an independent contractor and at no time shall Child Care Provider or its agents and/or employees represent itself to be, officers, employees, or agents of the Project, the City of Irvine, the Irvine Unified School District, the State of California, or the CDSS.

11.5 No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by Child Care Provider and the Project excepting a change in reimbursement rate due to a COLA. No oral understanding or agreement not incorporated into this Agreement shall be binding on either party. Amendments to this Agreement may be subject to the approval of the CDSS.

11.6 In the event that a dispute arises over the terms, language, or interpretation of this Agreement, and such dispute is submitted to a court of competent jurisdiction, the prevailing party shall be entitled to recover reasonable attorneys' fees in addition to any other relief awarded by the court.

11.7 The rights and remedies granted in this Agreement in the event of default are cumulative and the exercise of those rights and remedies shall be without prejudice to the enforcement of any other violation or breach of this Agreement, and forbearance to enforce one or more of the provisions of this agreement should not be construed to be a waiver of that default or breach.

11.8 If any part of this Agreement is declared invalid for any reason, such declaration shall not affect the validity of the remainder of this Agreement. All other parts of the Agreement shall remain in effect as if the Agreement had been executed without the invalid part. Both parties hereby declare that they intend and desire that the remaining parts of the Agreement continue to be effective without any part or parts that have been declared invalid.

11.9 The captions of the sections of this Agreement are for reference only and are not to be construed in any way as a part of this Agreement.

11.10 This Agreement is not assignable by Child Care Provider, either in whole or in part, without prior written consent of the Project and the CDSS in their sole and absolute discretion.

11.11 This Agreement is the complete and exclusive statement of the mutual understanding of the parties and that the subcontract supersedes and cancels all previous written and oral agreements and communications relating to the subject matter of this Agreement.

11.12 Time is of the essence of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written above.

IRVINE CHILD CARE PROJECT:

Signature: 

Name: ADAM BUCHANAN

Title: President

CATALYST FAMILY INC.:

Signature: 

Name: Susan Dumars

Title: President

IRVINE CHILD CARE PROJECT - CHILD CARE AGREEMENT

| Name of Program | Term | *CDSS Contract and Project Number | **MRA | Days of Operation | Max Rate per ***CDE | ***CDE Minimum Goal | Notes |
|------------------------|-----------------------------|--|--------------|--------------------------|----------------------------|----------------------------|--|
| General Child Care | 7/1/2021 to 6/30/2022 | CCTR-1167 30-Q553-00-1 | \$1,069,376 | 250 | \$49.54 | 21,586 | ICR: 2.00% Indirect: \$20,968.16 Net: \$1,048,407.84 |

Any and all contracts or grants that are ancillary to the above contract for services (e.g., Instructional Materials, Program Resources, etc.), will be considered part of this Agreement and subject to its terms and conditions. Any and all amendments from CDSS to the contract referenced above are considered part of this agreement.

* CDSS - California Department of Social Services

** MRA - Maximum Reimbursable Amount

*** CDE - Child Days of Enrollment (Adjusted for Full Time Equivalent)

ITEM 14

IRVINE CHILD CARE PROJECT

TOPIC: **RESOLUTION AND AGREEMENT TO TERMINATE THE CONTRACT BETWEEN THE BOARD OF ADMINISTRATION CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND THE BOARD OF DIRECTORS IRVINE CHILD CARE PROJECT**

DESCRIPTION: In 2015 The Irvine Child Care Project (ICCP) began receiving annual requests for information and reports from the California Public Employees' Retirement System (CalPERS). Staff contacted CalPERS and communicated that ICCP does not have, nor has ever had, any employees. After further investigation by CalPERS it was determined that ICCP entered into a contract with the Board of Administration, Public Employees' Retirement System effective March 1, 1991. No reporting, funding or activities have taken place since.

The Irvine Child Care Project has no active, terminated, or retired members. There are no remaining assets or Unfunded Liability.

Per Government Code Section 20570 the ICCP Board of Directors may terminate the contract between the Board of Administration, Public Employees' Retirement System, and the Project. At its regular meeting held May 10, 2021, the ICCP Board of Directors adopted the Resolution of Intention to Terminate the Contract, the first step in the termination process.

To complete the termination, CalPERS requires the adoption of the Resolution to Terminate the Contract and approval of the Agreement to Terminate the Contract between the Board of Administration, California Public Employees' Retirement System; and the ICCP Board of Directors.

RECOMMENDATION: Adopt the Resolution to Terminate the Contract and Approve the Agreement to Terminate the Contract between the Board of Administration, California Public Employees' Retirement System; and the ICCP Board of Directors and authorize President Buchanan to sign on behalf of the ICCP Board of Directors.

RESOLUTION TO TERMINATE THE CONTRACT
BETWEEN THE
BOARD OF ADMINISTRATION
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
AND THE
BOARD OF DIRECTORS
IRVINE CHILD CARE PROJECT

WHEREAS, the Board of Directors of the Irvine Child Care Project entered into a contract with the Board of Administration, Public Employees' Retirement System effective March 1, 1991, providing for the participation of their employees in the Public Employees' Retirement System; and

WHEREAS, the Board of Directors of the Irvine Child Care Project did declare its intent to terminate said contract by executing a Resolution of Intention on May 10, 2021 to terminate the contract between said governing body and the Board of Administration of the Public Employees' Retirement System;

NOW, THEREFORE, BE IT FURTHER RESOLVED, that an Agreement Terminating the Contract between the Board of Directors of the Irvine Child Care Project and the Board of Administration of the Public Employees' Retirement System is hereby authorized, a copy of said agreement being attached hereto, marked "Exhibit A" and by such reference made a part hereof as though herein set out in full.

The Presiding Officer of the Board of Directors of the Irvine Child Care Project is hereby authorized, empowered and directed to execute said agreement for and on behalf of said agency.

Adopted this _____ day of _____, _____.

Presiding Officer

Attest:

Clerk

**AGREEMENT TO TERMINATE THE CONTRACT
BETWEEN THE
BOARD OF ADMINISTRATION
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
AND THE
BOARD OF DIRECTORS
IRVINE CHILD CARE PROJECT**

WHEREAS, the **BOARD OF DIRECTORS** of the **IRVINE CHILD CARE PROJECT** and the Board of Administration, Public Employees' Retirement, entered into a contract pursuant to Sections 20460, et seq. of the Government Code, effective March 1, 1991, for the participation of said Public Agency in the Public Employees' Retirement System; and

WHEREAS, Section 20570 of the Government Code provides that a contract between the Board of Administration of the Public Employees' Retirement System and a contracting agency may be terminated by adoption of a resolution by the governing body of the public agency, giving notice of intention to terminate, and by the adoption, not less than 90 days thereafter, by the affirmative vote of two-thirds of the members of the governing body of the public agency, terminating the contract; and

WHEREAS, the **BOARD OF DIRECTORS** of the **IRVINE CHILD CARE PROJECT** adopted a Resolution of Intention on May 10, 2021 to withdraw from the Public Employees' Retirement System effective no earlier than one year thereafter;

NOW, THEREFORE, BE IT AGREED between the **BOARD OF DIRECTORS** of the **IRVINE CHILD CARE PROJECT** and the Board of Administration, Public Employees' Retirement System that the contract entered into effective March 1, 1991 is terminated effective _____, _____ and obligations on and after that date of the agency and its employees who are members under the Public Employees' Retirement System, are as provided in Government Code Section 20580 which provides that the final compensation at termination shall be used in the calculation of benefits. Failure to meet such obligation on the part of the **IRVINE CHILD CARE PROJECT** shall be subject to the provisions of Government Code Section 20574.

Witness our hands this _____ day of _____, _____.

BOARD OF ADMINISTRATION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BOARD OF DIRECTORS
IRVINE CHILD CARE PROJECT

BY _____
ANITA PAIGE, CHIEF
PENSION CONTRACTS AND PREFUNDING
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY _____
PRESIDING OFFICER

Attest:



California Public Employees' Retirement System
 Financial Office | Pension Contracts and Prefunding Programs Division
 P.O. Box 942703, Sacramento, CA 94229-2703
 888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

**CERTIFICATION
 OF
 FINAL ACTION OF GOVERNING BODY**

I hereby certify that the _____ of the
 (governing body)

_____ (public agency)

adopted on _____, _____, by an affirmative vote of two-thirds
 (date)

of the members of said Governing Body, _____
 (Ordinance/Resolution)

No. _____ approving the attached contractual agreement between the Governing
 Body of said Agency and the Board of Administration of the California Public
 Employees' Retirement System, a certified copy of said _____
 (Ordinance or Resolution)

and Agreement to Terminate the Contract in the form furnished by said Board of
 Administration being attached hereto.

 Clerk/Secretary

 Title

Date _____
 ERS-CON-5T (Rev. 12/3/2019)

ITEM 15

IRVINE CHILD CARE PROJECT

TOPIC: **APPOINTMENT PROCEDURE FOR PROVIDER SELECTION AT SOLIS PARK SCHOOL**

DESCRIPTION: The Irvine Child Care Project will be conducting an open recruitment to select a licensed nonprofit child care provider to operate on the campus school age child care program at Solis Park School, scheduled to open in August 2022. The application process will be open for approximately 7 weeks. A Provider Selection Committee consisting of one member of the Irvine Child Care Project Board, one Irvine Unified School District representative, the school site Principal, one member of the Irvine Child Care Committee, and one parent representative will be reviewing provider applications in January and holding oral interviews in February 2022. The ICCP Administrator will coordinate the process and observe the interviews. Staff will present the Committee's recommendation for the Board's approval at the March 14, 2022 ICCP Board meeting. The draft timeline for the selection process is attached.

RECOMMENDATION: Submitted for the Board's information.

IRVINE CHILD CARE PROJECT Provider Selection Process Timeline

Child care provider selection process timeline for Solis Park School:

| | |
|----------------------|---|
| November 2021 | Identify Selection Committee Members* |
| November 19 | Publish Press Release |
| Nov 19 – Jan 7, 2022 | Application Process Open |
| Jan 10-Feb 1 | Selection Committee Review of Applications <ul style="list-style-type: none">• January 10-14 ICCP staff preparation and delivery of proposals to Selection Committee Members• January 18 – February 1 Selection Committee Review of Applications |
| Week of Feb 14 | Applicant Interviews/Provider Selection |
| Feb 28 | Notify Selected Provider of Recommendation to ICCP Board |
| March 14 | ICCP Board Approval |
| March 14 | Notify Selected Provider Notify Providers Not Selected Child Care Information to Principal for School Website |
| June | Registration Open |
| August | Provider Given Access to Portables |
| August 2022 | Opening Date |

*The Provider Applicant Selection Committee will consist of:

- Irvine Child Care Project Board (1 member)
- Irvine Unified School District representative (1)
- The school site principal
- Parent representative (1)
- Irvine Child Care Committee (1 member)

City of Irvine ICCP Administrator to coordinate and observe interviews.

REPORTS

ITEM 16

Facilities and Budget Report

Irvine Child Care Project

(A California Joint Powers Authority)

Statement Of Revenues, Expenditures, and Changes In Fund Balances As Of August 31, 2021

Fiscal Year 2021-22 Budget

Percentage of Year Completed: 17%

| OPERATING FUND Program Description | 2021-22 Adopted Budget | Current (Adjusted) Budget | Encumbered Funds (PO's) | Actual Recvd/Spent To Date | Balance | % Used/ Rec'vd |
|--|------------------------------|---------------------------------|-------------------------------|----------------------------------|--------------------|----------------------|
| ICCP - Regular Programs | | | | | | |
| COST CENTER 005710 | | | | | | |
| REVENUE | | | | | | |
| 8650 Portable Fees Cnty | \$1,892,887 | \$1,892,887 | \$0 | \$236,611 | \$1,656,276 | 13% |
| 8650 Portable Fees Waived - Covid 19 | \$0 | (\$78,870) | \$0 | \$0 | (\$78,870) | 0% |
| 8660 Interest Income Cnty | \$48,645 | \$48,645 | \$0 | \$679 | \$47,966 | 1% |
| Total Revenue: | \$1,941,532 | \$1,862,662 | \$0 | \$237,290 | \$1,625,371 | 13% |
| OPERATING EXPENDITURES | | | | | | |
| 4305 Program Supplies | \$0 | \$0 | \$0 | \$0 | \$0 | 0% |
| 4305 Security Radio | \$3,670 | \$3,670 | \$0 | \$0 | \$3,670 | 0% |
| 4306 M & O Repairs done by IUSD | \$40,000 | \$40,000 | \$0 | \$8,005 | \$31,995 | 20% |
| 5450 Insurance | \$92,762 | \$92,762 | \$0 | \$0 | \$92,762 | 0% |
| 5500 Utilities | \$96,086 | \$96,086 | \$0 | \$7,626 | \$88,460 | 8% |
| 5601 Non-Cap Site/Bldg Improve./Rehab | \$40,000 | \$40,000 | \$0 | \$0 | \$40,000 | 0% |
| 5811 Consultants | \$27,000 | \$27,000 | \$0 | \$0 | \$27,000 | 0% |
| 5817 Scholarships | \$30,000 | \$30,000 | \$0 | \$250 | \$29,750 | 1% |
| 5837 Interest Expense | \$2,200 | \$2,200 | \$0 | \$95 | \$2,105 | 4% |
| 5838 Audit | \$11,000 | \$11,000 | \$0 | \$0 | \$11,000 | 0% |
| 5861 Facilities & Financial Support / IUSD | \$84,000 | \$84,000 | \$0 | \$0 | \$84,000 | 0% |
| 5862 Custodial Services | \$572,221 | \$572,221 | \$0 | \$0 | \$572,221 | 0% |
| 5864 Program Coordination / City | \$371,500 | \$371,500 | \$0 | \$0 | \$371,500 | 0% |
| Total Operating Expenditures: | \$1,370,439 | \$1,370,439 | \$0 | \$15,976 | \$1,354,463 | 1% |
| Total Excess (Deficiency): | \$571,093 | \$492,223 | \$0 | \$221,315 | | |
| CAPITAL EXPENDITURES | | | | | | |
| 6210 Building Improvement / \$5K Threshold | \$125,000 | \$125,000 | \$0 | \$0 | \$125,000 | 0% |
| 6230 Portables (Replacement/New) | \$0 | \$0 | \$0 | \$0 | \$0 | 0% |
| 5862 Custodial Vehicles | \$0 | \$0 | \$0 | \$0 | \$0 | 0% |
| 7439 Debt Service | \$135,173 | \$135,173 | \$0 | \$0 | \$135,173 | 0% |
| Total Capital Expenditures: | \$260,173 | \$260,173 | \$0 | \$0 | \$260,173 | 0% |
| Net Increase (Decrease): | \$310,921 | \$232,050 | | \$221,315 | | |
| Beginning Balance, July 1 | \$1,373,204 | \$1,373,204 | | \$1,373,204 | | |
| Ending Balance, June 30 | \$1,684,125 | \$1,605,254 | | \$1,594,519 | | |
| Components of Ending Balance: | | | | | | |
| Capital Facilities (Modular Replacement) Reserve | \$1,635,206 | \$1,556,335 | | \$1,594,039 | | |
| 3% Operation Reserve | \$48,918 | \$48,918 | | \$479 | | |

Irvine Child Care Project

(A California Joint Powers Authority)

Statement Of Revenues, Expenditures, and Changes In Fund Balances As Of August 31, 2021

Fiscal Year 2021-22 Budget

| GRANT PROGRAM FUNDS | 2021-22 Adopted Budget | Current (Adjusted) Budget | Encumbered Funds (PO's) | Actual Recvd/Spent To Date | Balance | % Used/ Rec'vd |
|--|------------------------------|---------------------------------|-------------------------------|----------------------------------|--------------------|----------------------|
| Program Description | | | | | | |
| STATE GRANT/CDD | | | | | | |
| COST CENTER 005501 | | | | | | |
| REVENUE | | | | | | |
| 8290 Child Development Apportionments | \$500,000 | \$500,000 | \$0 | \$83,166 | \$416,834 | 17% |
| 8590 Other State Revenue | \$500,000 | \$500,000 | \$0 | \$270,156 | \$229,844 | 54% |
| Total Revenue: | \$1,000,000 | \$1,000,000 | \$0 | \$353,322 | \$646,678 | 35% |
| EXPENDITURES | | | | | | |
| 5810 Serv./Contracts | \$1,000,000 | \$1,000,000 | \$0 | \$1,347 | \$998,653 | 0% |
| Total Expenditures: | \$1,000,000 | \$1,000,000 | \$0 | \$1,347 | \$998,653 | 0% |
| Deferred Revenue (Carry-over): | \$0 | \$0 | \$0 | \$351,974 | | |
| LOCAL GRANT / Irvine Childrens Fund (ICF) | | | | | | |
| COST CENTER 005712 | | | | | | |
| REVENUE | | | | | | |
| 8689 All Other Fees & Contracts | \$19,611 | \$19,611 | \$0 | \$13,673 | \$5,938 | 70% |
| 8699 Other Local Revenue/CDBG | \$1,040,210 | \$1,040,210 | \$0 | (\$9,533) | \$1,049,743 | -1% |
| Total Revenue: | \$1,059,821 | \$1,059,821 | \$0 | \$4,140 | \$1,055,681 | 0% |
| EXPENDITURES | | | | | | |
| 5817 Scholarships | \$1,059,821 | \$1,059,821 | \$0 | \$4,140 | \$1,055,681 | 0% |
| Total Expenditures: | \$1,059,821 | \$1,059,821 | \$0 | \$4,140 | \$1,055,681 | 0% |
| Fund Balance (U): | \$0 | \$0 | \$0 | \$0 | | |
| GRANT PROGRAM FUND SUMMARY | | | | | | |
| REVENUE | \$2,059,821 | \$2,059,821 | \$0 | \$357,462 | \$1,702,360 | 17% |
| EXPENDITURES | \$2,059,821 | \$2,059,821 | \$0 | \$5,487 | \$2,054,334 | 0% |
| Total Excess (Deficiency): | \$0 | \$0 | \$0 | \$351,974 | | |
| Beginning Balance, July 1 | \$0 | \$0 | \$0 | \$0 | | |
| Ending Balance, June 30 | \$0 | \$0 | \$0 | \$351,974 | | |
| TOTAL ICCP FUND BALANCE: | \$1,684,124 | \$1,605,254 | \$0 | \$1,946,536 | | |
| (Operating Fund + Grant Program Funds) | | | | | | |

ITEM 17

**Irvine Child Care Project Administrator's
Report**

Irvine Child Care Project (ICCP) Administrator's Report
September 13, 2021

Scholarships/Financial Assistance:

- ICCP Scholarship funded by the Irvine Children's Fund:
 - Have received 152 applications for this fiscal year (July 1 to August 25).
 - Typically receive approximately 70 in a fiscal year.
 - Irvine Children's Fund 2021-22 \$80,000 award – projected expended.
 - Wait list for eligible applicants began August 17, 2021.
 - Irvine Children's Fund CDBG-CV funding remains available.
 - Processing all applications in the order they are received to determine eligibility.
 - All applicants who indicate on their application under the "COVID-19 Impact Certification", that their household did not lose income due to the pandemic are notified their application will be processed in order to determine eligibility. If determined to be eligible, they will be added to the wait list for funding.

Program Quality:

- September Directors' Forums
 - To be held virtually.
 - September 28, 29 and 30.
 - "Duplicate" Forums in order to limit number of participants in each so that staff can connect with and hear from all Site Directors.'
 - Topics will include: COVID-19 health and safety protocols, Facilities Maintenance, State Licensing Updates, and Quality Technical Support for the 2021-22 Fiscal Year.
- City staff are working to develop an interim quality technical support process for the 2021-22 Fiscal Year as the pandemic and its impact on child care programs continues to evolve.
- City staff continue to provide support and information on resources to help ICCP providers continue to deliver high quality programs to the families they serve.