

**CALIFORNIA CITRUS PEST AND DISEASE PREVENTION DIVISION
FINANCE SUBCOMMITTEE MEETING**

Meeting Minutes
Tuesday, November 17, 2020

Opening:

The Finance Subcommittee webinar was called to order at 10:00 A.M. on November 17, 2020 by Subcommittee Chair Bob Felts, Jr.

Subcommittee Members Present:

Bob Felts, Jr.* Craig Armstrong* James McFarlane*

Subcommittee Members Absent:

Etienne Rabe Dave Tomlinson

CDFA Staff and Guests:

Fidan Aghayarova*	Alisha Garcia*	Anmol Joshi*
Carl Baum*	David Gutierrez*	Keith Okasaki*
Kiana Dao*	Amelia Hicks*	Preetika Pratap*
Ryan Fong*	Victoria Hornbaker*	

*Participated via webinar

Opening Comments

Finance Subcommittee Chairman, Bob Felts, Jr., welcomed Subcommittee members, guests and staff participating via webinar.

Review 2019-2020 Budget

Ryan Fong presented the Fiscal Year (FY) 2019-2020 budget. The current expenditures total \$24,339,556 with a remaining balance of \$16,147,579. The Financial Services Branch has closed June 2020 in the Financial Information System of California (FI\$Cal).

Ryan presented the FY 2019-2020 projection expenditure report. The Citrus Pest and Disease Prevention Division (CPDPD) projects the remaining expenditures of \$5,706,872 is due to delayed contracts being received from counties. Fiscal year post audits will change the projected balance amount for expenditures that do not directly come to CPDPD staff for processing. Post audits are quarterly summaries of charges to various Divisions. Division staff filter through the summary for charges to CPDPD. Victoria Hornbaker explained that budget tracking and budget projections take time and detailed work to create the displays that are present to the Subcommittee.

Ryan presented the Balance Sheet and Fund Condition Statement (FCS). The FCS will not change until the Budget Office provides an updated FCS to CPDPD. Carl Baum explained that the Budget Office does this for every Departmental program. Financial Services has closed the end of the state FY in FI\$Cal and then the Budget Office takes the information from FI\$Cal to create the CPDPD FCS. Once CPDPD receives the FCS, a customized FCS can be generated and be presented to the Subcommittee.

Review 2019-2020 Revenue

Alisha Garcia presented the FY 2019-2020 revenue. Revenue for October 2020 is \$355,188.80 with a yearly total of \$18,425,358.15. Bob Felts asked if CPDPD expects more FY 2019-2020 revenue to be reported. Victoria Hornbaker explained that additional revenue for FY 2019-2020 is expected to come in through January 2021. Revenue received after January 2021 will be for FY 2020-2021, even if the reporting month was originally filed within FY 2019-2020.

Review 2020-2021 Budget

Ryan presented the budget for FY 2020-2021. Ryan stated there are no changes to the FY 2020-2021 budget due to a low amount of received expenditures. Bob Felts asked for the FY 2020-2021 revenue carton projection be corrected to 202,600,000. Victoria stated that staff will look at the Crop Estimate to confirm and correct the carton projection.

Bob asked if the \$1,668,659 Central Treatment line item will change due Asian citrus psyllid (ACP) detections in Kern County. Victoria explained that CPDPD may need to discuss with the full Committee of a potential increase for that budget item. There may be a line shift from one budget item to another to compensate for a possible increase of the budget due to the ACP detection in Kern County. James McFarlane mentioned from an accounting standpoint, he would rather the reports show a negative balance for the budget item to identify why it was necessary than to show an increase of the budget. Victoria explained that per the Food and Agriculture Code, CPDPD is unable to use additional funds without notifying the Committee regarding budget changes.

The meeting adjourned at 10:42 A.M. The next Finance Subcommittee meeting will be held on December 8, 2020, at 10:00 A.M.