CALIFORNIA CITRUS PEST AND DISEASE PREVENTION DIVISION
FINANCE SUBCOMMITTEE MEETING

Meeting Minutes
Tuesday, January 5, 2021

Opening:
The Finance Subcommittee webinar was called to order at 10:00 A.M. on January 5, 2021 by Subcommittee Chair Bob Felts, Jr.

Subcommittee Members Present:
Bob Felts, Jr.* James McFarlane* Dave Tomlinson*

Subcommittee Members Absent:
Craig Armstrong Etienne Rabe

CDFA Staff and Guests:
Carl Baum* David Gutierrez* Keith Okasaki*
Karina Chu* Amelia Hicks* Preetika Pratap*
Kiana Dao* Victoria Hornbaker* ThuyVy Truong*
Alisha Garcia* Anmol Joshi* Jennifer Willems*
*Participated via webinar

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

Review 2019-2020 Budget
Alisha Garcia presented the budget for fiscal year (FY) 2019-2020. The current expenditures total is $25,015,192 with a remaining balance of $15,471,953. Expenditures June through September 2020 are closed in the Financial Information System of California (FISCaL), but the budget display only shows through August 2020.

Victoria Hornbaker explained there is up to a four-month lag on some expenditures coming in and that she is working with Carl Baum on these post-audits. Citrus Pest and Disease Prevention Division (CPDPD) could potentially be receiving expenditures through February or March 2021, and some of these could be significant numbers. Victoria cited an example of a $356,000 invoice from September 2020, which was only submitted to CPDPD in late December 2020.

Review 2019-2020 Revenue
Alisha Garcia presented the FY 2019-2020 revenue. The revenue for the month of December 2020 is $18,012.07, with a yearly total of $18,486,063.52.

Review 2020-2021 Budget Expenditures
Alisha presented the budget for FY 2020-2021. The current expenditures for FY 2020-2021 total $2,135,366 with a remaining balance of $40,112,792. Victoria added that the number is lower than expected due to late invoicing. Since late invoicing is such a large problem, Victoria is
going to work with County Agricultural Commissioners and other vendors to ensure invoicing is completed monthly, as stated in their contracts.

**Review 2020-2021 Revenue**
Alisha presented the FY 2020-2021. The revenue for the month of December 2020 is $819,542.39 and December 2020 is $56,261.35, with a yearly total of $1,211,229.23.

Bob commented the numbers presented appeared lower than anticipated and Victoria clarified that the assessment rate was reduced to eight cents ($0.08). Carl added that refunds to growers still paying the old rate are ongoing and that the COVID-19 pandemic has led to a reduction in staffing in the Financial Services Branch office which is responsible for issuing any refunds and processing revenues.

The meeting was adjourned at 10:33 A.M. The next Finance Subcommittee meeting will be held on February 9, 2021 at 9:00 A.M.