

**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 (FI\$Cal), 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 (\$.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.