

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

Meeting Minutes  
Tuesday, February 9, 2021

**Opening:**

The Finance Subcommittee webinar was called to order at 9:00 A.M. on February 9, 2021 by Subcommittee Chair Bob Felts, Jr.

**Subcommittee Members Present:**

Craig Armstrong*	James McFarlane*	Dave Tomlinson*
Bob Felts, Jr.*	Etienne Rabe*	

**CDFA Staff and Guests:**

Carl Baum*	Amelia Hicks*	Alex Muniz-Chavez*
Karina Chu*	Victoria Hornbaker*	Michael Soltero*
Kiana Dao*	Karla Huerta*	Keith Okasaki*
Paul Figueroa*	Laura Irons*	Lea Pereira*
Alisha Garcia*	Anmol Joshi*	Lydia Rodriguez*
James Gorden*	Betty Lee*	Claudia Vasquez*
David Gutierrez*	Zachary McCormack*	Jennifer Willems*
Daren Harris*	Joshua Messinger*	ThuyVy Troung*

\*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 Fiscal Year (FY) 2019-2020 budget. The current expenditures total is \$25,387,980 with a remaining balance of \$15,099,165. Alisha reported that months through December 2020 have closed in the Financial Information System of California (FI\$Cal). Bob Felts noted that the manual tracking for FY 2019-2020 is about \$3,000,000 higher than the FI\$Cal reports for the year. Bob Felts noticed an increase for prior month expenditures on the manual tracking budget display. Alisha explained the increase on the report for prior months is due to late invoices being processed. It was noted that once a month is closed in FI\$Cal it will not change, but the manual tracking will be updated as invoices and charges are received. Bob asked about the projected expenditures for the Outreach budget, which show an overage. Victoria Hornbaker noted that she and Alisha will need to look onto this budget to determine why there is an overage.

**Review 2019-2020 Revenue**

Alisha Garcia presented the FY 2019-2020 revenue. The FY 2019-2020 revenue received in January 2021 is \$5,416.84 with a yearly total of \$18,491,480. Bob asked for clarification on the cut off for revenue to report for FY 2019-2020. Alisha stated that additional revenue for FY

2019-2020 in January was for late charges and interest. Moving forward, any revenue will be added to FY 2020-2021. Bob noted that the revenues for FY 2019-2020 are higher than projected.

### **Review 2020-2021 Budget**

Alisha presented the budget for FY 2020-2021. The current expenditures for FY 2020-2021 total \$3,495,604 with a remaining balance of \$38,752,554. Bob mentioned that this is the first time that manual tracking is lagging behind FI\$Cal. It was noted that there has been a lag in invoicing that has created a decrease in the manual tracking amount, but staff are working with vendors to receive and process invoices.

### **Review 2020-2021 Revenue**

Alisha stated that revenue received in January 2021 totaled \$1,648,802 and the total year to date is \$2,880,777. Bob noted that the revenue is tracking behind previous years and noted that could be due limiting the flow of citrus to the market. Alisha also mentioned that the change may also be due to the reduction in the assessment rate from nine cents (\$0.09) to eight cents (\$0.08) for 40-pound equivalent.

### **Fund Condition Statement**

Bob noted that the fund condition statement is still a work in progress. Victoria noted the process has been much more difficult than previously thought, requiring a full monthly audit for the three previous FYs to ensure that the redirection of AB 281 expenditures to the Federal and General funds were handled appropriately. Victoria mentioned that there was a late charge of \$3,100,000 from FY 2017-2018 that was accounted for in FY 2019-2020 and that neither her nor Carl were aware of the late charge. She mentioned that all hands are working on the fund condition statement and that she hopes to have information ready in time for the February Full Committee meeting or the March Finance Subcommittee meeting. Victoria did note that the discrepancy between the Division's FY (October – September) and the State FY (July – June) creates accounting difficulties and overlaps.

Bob requested that budget displays be provided by the Friday before a Subcommittee meeting.

The meeting was adjourned at 10:22 A.M. The next Finance Subcommittee meeting will be held on March 2, 2021 at 9:00 A.M.