Administrative and Budget Committee

May 20, 2026

Agenda

- Monthly Financial Summary – April 30, 2026
- Budget Revision – April 9, 2026 USDA forecast
- Preliminary Operating Budget Presentation
- Presentation and Request for Approval of Personnel Action as Required Pursuant to F.S.601.99036, F.S.
- PALM update – Purchase Order Approvals FY 2026-27
- New Contract Approval: Revenue system development, FY2025-26
- Inspector General Report

Financial Executive Summary
April 30, 2026

- Cash on hand - $ 13,301,139

YTD increase of $235,895

- Revenue – $ 12,994,216
- Expenditures - $ 12,903,341
- General Operations - $ 3,114,849

Budget Adjustment – USDA Crop Forecast

Estimated Revenue:	Adjustments	Box change, (000's)
Processed Orange	$ 21,000	170
Fresh Orange	$ 900	18
Combined Grapefruit	$ 3,500	50
Fresh Specialty	$ 9,940	142
Interest Income	$ 80,000	
Increase to Estimated Revenue	**$ 115,340**	380

Operating Budget Adjustments:	
General Revenue Service Charge	$ 4,600
Reserves - Processed Orange	$ 94,600
Reserves - Fresh Orange	$ 1,600
Reserves - Combined Grapefruit	$ 4,900
Reserves Fresh Specialty	$ 9,640
Increase to Operating Budget	**$ 115,340**

Summary Statement of Reserves

Fruit Variety	April 30, 2026	**Net Change**	May 31, 2026	Assessment Rate Equivalent Boxes
Processed Orange	$1,184,250	$94,600	$1,278,850	10,657,083
Fresh Orange	21,077	1,600	22,677	453,540
Combined Grapefruit	115,830	4,900	120,730	1,724,714
Fresh Specialty	5,850	9,640	15,490	221,286
Total Reserves	**$1,327,007**	$110,740	**$1,437,747**	13,056,623

FY2026-27 Preliminary Operating Budget

May 20, 2026

Preliminary Budget Presentation

- Budget Process Overview
- Revenue Highlights - Box/Assessment Assumptions
- Fund Balance Analysis
- Proposed Revenue & Expenditures
- Detail Budgets by Fruit Variety

FY2026-27 Budget Calendar

- **May 2026**
  - **Preliminary Operating Budget Presented**
  - **Commission discussion and recommendations**
  - **Staff revises budget based on FCC direction**
- June 2026
  - Preliminary budget presented with revisions
  - FCC approves Preliminary Operating budget
- October 2026
  - Revised budget based on season's first USDA forecast
  - FCC Approves assessment rates for FY2026-27 season
  - FCC Approves Revised Operating Budget

No approval required today

Preliminary Revenue Highlights

- Revenue based on boxes (as recommended by FCC in March 2026):
  - 10 million boxes orange
  - 1.1 million boxes grapefruit
  - 400K boxes specialty
  - 80 million PO imports; 600K grapefruit imports

- Rate assumptions:
  - Fresh Orange $0.05
  - Grapefruit $0.07
  - Specialty $0.07
  - Proc Orange $0.12
- $724K use of Fund balance

FY26-27 Revenue Sources

- General Revenue
  - Marketing $ 10,000,000
  - Research $ 2,650,000
  - PALM $ 725,000
- USDA Grants
  - FAS MAP $ 3,451,699
  - RAPP 500,000
- CATF $ 5,573,889
  - Assessments
  - Interest & Other Income
  - Use of Fund Balance

Fund Balance Policy

- Fund balance is an accumulation of revenues minus expenses.
- A portion of fund balance is designated to provide adequate funds for normal operations:
  - Provide sufficient cash flow when revenues at minimum
  - Offset significant crop related downturns or revenue shortfalls
  - Offset losses due to unforeseen emergencies, such as weather
- The policy provides for a minimum designated balance of 17% of expenditures plus a floor of $3,000,000
- Remaining fund balance can be used to supplement future year's funding
- Contains a clause for replenishment of deficiencies
- Fiscal Policy #504 on FDOC grower website

Projected Fund Balance, (000's)

	TOTAL	Processed Orange	Fresh Orange	All Grapefruit	Fresh Specialty
Fund Balance, 06/30/2025	$13,344	$10,963	$657	$1,476	$248
ADD: Adjustments to FB	28	27	0	1	0
ADD: FY 2025-26 budgeted Revenue	23,546	18,914	608	3,940	84
LESS: FY 2025-26 budgeted Expenditures	(23,129)	(18,413)	(605)	(4,033)	(78)
Projected FB, 06/30/2026	$13,789	$11,491	$660	$1,384	$254
Change in Fund Balance	445	528	3	(92)	6
Minimum per Policy	6,307	5,086	99	1,121	1
Proj Over/(Under)	7,482	6,405	561	263	253
Proposed Use in FY2026-27	$723	$507	$16	$200	$0

Projected Boxes (based on FCC direction)

	2024-25 ACTUAL	2025-26 Jan Forecast	ADJUST	2026-27 ESTIMATED	% INCR (DECR)
DOMESTIC					
TOTAL ORANGE BOXES	**12,230**	12,000	**(1,975)**	**10,000**	(16.5)
TOTAL GRAPEFRUIT BOXES	**1,283**	1,200	**(133)**	**1,100**	(11.1)
TOTAL SPECIALTY BOXES	**387**	303	**77**	**400**	25.4
DOMESTIC UTILIZATION:					
Non-revenue		189	(69)	120	
Fresh	2,087	2,051	(198)	1,853	(9.7)
Processed	11,814	11,360	(1,833)	9,527	(16.1)
TOTAL DOMESTIC BOXES	**13,901**	13,600	**(2,031)**	**11,500**	(14.9)
IMPORTS					
Orange	102,106	96,521	(16,521)	80,000	(17.1)
Grapefruit	2,141	1,000	(400)	600	(40.0)
TOTAL IMPORTS	**104,247**	97,521	**(16,921)**	**80,600**	(17.4)
TOTAL ALL	**118,148**	**111,121**	**(18,952)**	**92,100**	(17.1)

Proposed Revenue (000's)

	2025-26			2026-27	
	Approved Budget	% of Total	Change	**Proposed Budget**	% of Total
Carryover	**$910**	3.7	($186)	**$724**	3.2
Unspent Certified	**$180**	0.7	($180)	**$0**	0.0
Box Assessments					
Processed Orange	**1,318**	5.4	(224)	**1,094**	4.8
Grapefruit Juice/Fresh	**83**	0.3	(9)	**74**	0.3
Fresh Orange	**52**	0.2	(6)	**45**	0.2
Fresh Specialty	**10**	0.0	7	**17**	0.1
Imports (Opt Out)	**3,884**	15.9	(670)	**3,214**	14.0
Interest/Other	**370**	1.5	36	**406**	1.8
Gen Rev-Research & Marketing	**12,650**	51.7	0	**12,650**	55.2
Gen Rev-Admin Projects	**1,048**	4.3	(323)	**725**	3.2
USDA - MAP/RAPP	**3,950**	16.2	1	**3,952**	17.3
Total	**$24,456**	**100.0**	**($1,555)**	**$22,901**	**100.0**

Expenditure Highlights

- ($70K) decrease in Salaries & Benefits
- ($22K) net decrease in general operating expenses/ GRSC
- ($17K) decrease in CREC lease expense
- $55K increase in Legal expense (contract General Counsel model)
- ($323K) decrease in PALM funding (Gen Rev)
- ($1.2 MM) Reserves decreased to minimum requirements

Net decrease of $1.555 Million

Proposed Expenditures (000's)

	2025-26 Approved Budget	% of Total	Change	2026-27 **Proposed Budget**	% of Total
Administration					
Admin General Operations	**$2,460**	10.1	($12)	**$2,448**	10.7
Admin - Gen Rev	**$1,048**	4.3	($323)	**$725**	3.2
State GRSC	**229**	0.9	(35)	**194**	0.8
Research					
SRD Gen Ops	**569**	2.3	(1)	**568**	2.5
SRD Research	**288**	1.2	4	**292**	1.3
Research - Gen Rev	**2,650**	10.8	0	**2,650**	11.6
Economic & Market	**1,054**	4.3	(9)	**1,045**	4.6
Marketing & Public Relations					
General Operations	**444**	1.8	6	**451**	2.0
Public Relations	**87**	0.4	0	**87**	0.4
Marketing - Gen Rev	**10,000**	40.9	0	**10,000**	43.7
International - DOC	**349**	1.4	1	**350**	1.5
International - FAS/RAPP	**3,950**	16.2	1	**3,952**	17.3
Total before Reserves	**23,129**		**(368)**	**22,760**	
Reserves	**1,327**	5.4	(1,187)	**140**	0.6
Total	**$24,456**	100.0	**($1,555)**	**$22,901**	100.0

Proposed allocation of GR funds

DESCRIPTION	BUDGET 2025-26	V1 - Utilization based ADJ	V1 PROPOSED BUDGET 2026-27	V1 % INCREASE/ DECREASE	V2 -80% Processed, 20% Fresh ADJ	V2 PROPOSED BUDGET 2026-27	V2 % INCREASE/ DECREASE	V3 - 70% Processed, 30% Fresh ADJ	V3 PROPOSED BUDGET 2026-27	V3 % INCREASE/ DECREASE
GENERAL REVENUE PROGRAMS										
Consumer Awareness - PR - OJ	8,452,900	(626,420)	7,826,480	(7.4)	(999,110)	7,453,790	(11.8)	(1,930,833)	6,522,067	(22.8)
Fresh Orange Promotions	317,500	450,932	768,432	100.+	643,040	960,540	100.+	1,123,310	1,440,810	100.+
Consumer Awareness - PR - PG	481,735	(239,679)	242,056	(49.8)	(251,205)	230,530	(52.1)	(280,022)	201,713	(58.1)
Fresh Grapefruit Promotions	334,765	241,559	576,324	72.2	356,824	691,589	100.+	702,618	1,037,383	100.+
Fresh Specialty Promotions	0	192,108	192,108	100.+	268,951	268,951	100.+	403,427	403,427	100.+
Gift Fruit Programs	57,600	0	57,600	0.0	0	57,600	0.0	0	57,600	0.0
FL Welcome Stations-Juice	250,000	0	250,000	0.0	0	250,000	0.0	0	250,000	0.0
International Marketing-GR Promotions	105,500	(18,500)	87,000	(17.5)	(18,500)	87,000	(17.5)	(18,500)	87,000	(17.5)
TOTAL GR PROGRAMS	**$10,000,000**	**$0**	**$10,000,000**	**0.0**	**$0**	**$10,000,000**	**0.0**	**$0**	**$10,000,000**	**0.0**

Proposed Processed Orange Budget-Revenue(000's)

	2025-26			2026-27	
	Approved Budget	% of Total	Change	**Proposed Budget**	% of Total
Revenue					
Carryover	**$683**	3.5	($176)	**$507**	2.9
Unspent Certified	**77**	0.4	(77)	**0**	0.0
Assessments-Dom	**1,318**	6.8	(224)	**1,094**	6.3
Assessments-Imports	**3,861**	19.9	(661)	**3,200**	18.4
Interest/Other	**359**	1.8	35	**394**	2.3
State Gen Rev	**12,047**	62.1	(940)	**11,107**	63.9
Federal Appropriations	**1,068**	5.5	15	**1,083**	6.2
Total	**$19,413**	100.0	($2,029)	**$17,385**	100.0

Proposed Processed Orange Budget-Expense (000's)

	2025-26 Approved Budget	% of Total	Change	2026-27 **Proposed Budget**	% of Total
Expenditures					
Administration	**$2,386**	12.2	($12)	**$2,374**	13.7
State GSRC	**222**	1.1	(34)	**188**	1.1
Gen Rev- PALM Proj	**1,017**	5.2	(314)	**703**	4.0
Research					
SRD	**835**	4.3	3	**838**	4.8
Research - GR	**2,390**	12.3	0	**2,390**	13.7
Economic	**1,029**	5.3	(8)	**1,021**	5.8
Subtotal Research	**4,255**	21.9	(5)	**4,249**	24.4
Marketing & Public Relations					
General Operations	**431**	2.2	6	**437**	2.5
Marketing & PR	**84**	0.4	0	**84**	0.5
Marketing & PR - GR	**8,640**	44.5	(626)	**8,014**	46.1
Subtotal Mktg & PR	**9,156**	47.2	(620)	**8,535**	49.1
International Marketing					
Int'l Promotions - DOC	**126**	0.6	(3)	**124**	0.7
Int'l Promotions - FAS	**1,068**	5.5	15	**1,083**	6.2
Subtotal Int'l Marketing	**1,194**	6.1	12	**1,206**	7.0
Reserves	**1,184**	6.1	(1,055)	**129**	0.7
Total Budget	**$19,413**	94.7	($2,029)	**$17,385**	96.0

Proposed Grapefruit Budget-Revenue (000's)

	2025-26			2026-27	
	Approved Budget	% of Total	Change	**Proposed Budget**	% of Total
Revenue					
Carryover	**$209**	5.0	($9)	**$200**	5.0
Unspent Certified	**$96**	2.3	($96)	**$0**	0.0
Assessments-Dom	**83**	2.0	(9)	**74**	1.8
Assessments-Imp	**23**	0.6	(9)	**14**	0.4
Interest/Other	**7**	0.2	(1)	**7**	0.2
State Gen Rev	**1,155**	27.4	(24)	**1,131**	28.1
Federal Appropriations	**2,642**	62.7	(47)	**2,594**	64.5
Total	**$4,216**	100.0	($196)	**$4,020**	100.0

Proposed Grapefruit Budget-Expenditures (000's)

	2025-26			2026-27	
	Approved Budget	% of Total	Change	**Proposed Budget**	% of Total
Expenditures					
Administration	**$49**	1.2	($8)	**$42**	1.0
Gen Rev - PALM	**21**	0.5	(9)	**12**	0.3
State GSRC	**5**	0.1	(1)	**4**	0.1
Research					
SRD	**15**	0.4	(2)	**12**	0.3
Research - GR	**130**	3.1	0	**130**	3.2
EMRD	**18**	0.4	(2)	**15**	0.4
Subtotal Research	**162**	3.8	(4)	**158**	3.9
Domestic Marketing					
General Operations	**9**	0.2	(1)	**7**	0.2
Public Relations	**2**	0.0	(0)	**1**	0.0
Marketing & PR-GR	**879**	20.9	2	**881**	21.9
Gift Fruit Marketing	**20**	0.5	1	**21**	0.5
Subtotal Marketing	**909**	21.6	2	**911**	22.7
International Marketing					
Int'l Promotions - DOC	**207**	4.9	2	**208**	5.2
Int'l Promotions - GR	**106**	2.5	(19)	**87**	2.2
Int'l Promotions - MAP/RAPP	**2,642**	62.7	(47)	**2,594**	64.5
Subtotal Int'l Marketing	**2,954**	70.1	(64)	**2,889**	71.9
Reserves	**116**	2.7	(111)	**4**	0.1
Total Budget	**$4,216**	100.0	(187)	**$4,020**	100.0

Proposed Fresh Orange Budget- Revenue(000's)

	2025-26			2026-27	
	Approved Budget	% of Total	Change	**Proposed Budget**	% of Total
Revenue					
Carryover	**$18**	2.4	($2)	**$16**	1.4
Unspent Cert	**6**	1	(6)	**0**	0.0
Assessments	**52**	6.9	(6)	**45**	3.7
Interest/Other	**3**	0.4	1	**4**	0.3
Gen Rev	**423**	56.9	446	**869**	71.8
FAS Program-MAP/RAPP	**241**	32.4	34	**275**	22.7
Total	**$743**	100.0	$467	**$1,210**	100.0

Proposed Fresh Orange Budget-Expenditures (000's)

	2025-26			2026-27	
	Approved Budget	% of Total	Change	**Proposed Budget**	% of Total
Expenditures					
Admin & Supp Services	**$22**	3.0	$2	**$24**	2.0
Gen Rev - PALM	**9**	1.3	(2)	**7**	0.6
State GSRC	**2**	0.3	(0)	**2**	0.2
Research					
Scientific	**7**	0.9	1	**7**	0.6
Research - GR	**65**	8.7	0	**65**	5.4
Economic	**6**	0.9	1	**7**	0.6
Subtotal Research	**78**	10.5	1	**79**	6.6
Domestic Marketing					
General Operations	**4**	0.5	0	**4**	0.3
PR &Marketing -GR	**349**	47.0	449	**798**	65.9
Subtotal Marketing	**353**	47.5	449	**803**	66.3
International Marketing					
Int'l Promotions - DOC	**16**	2.2	2	**18**	1.5
Int'l Promotions - FAS/RAPP	**241**	32.4	34	**275**	22.7
Subtotal Int'l Marketing	**257**	34.6	35	**293**	24.2
Reserves	**21**	2.9	(19)	**2**	0.2
Total Budget	**$743**	100.0	$467	**$1,210**	100.0

Proposed Fresh Specialty Budget (000's)

	2025-26 Approved Budget	% of Total	Change	2026-27 **Proposed Budget**	% of Total
Revenue					
Carryover	**0**	0.1	($0)	**$0**	0.0
Assessments	**10**	12.2	7	**17**	6.1
Interest/Other	**0**	0.5	1	**1**	0.4
Gen Rev	**73**	87.2	194	**267**	93.5
Total	**$84**	100.0	$202	**$286**	100.0
Expenditures					
Admin & Supp Services	**$2**	2.9	$5	**$7**	2.6
Gen Rev - PALM	**1**	1.3	(0)	**1**	0.2
State GSRC	**0**	0.5	2	**2**	0.8
Research					
SRD	**1**	0.9	1	**2**	0.8
Research - GR	**65**	77.7	0	**65**	22.7
Economic	**1**	0.9	1	**2**	0.7
Subtotal Research	**66**	79.4	3	**69**	24.2
Domestic Marketing					
General Operations	**0**	0.5	1	**1**	0.5
PR & Gift Fruit - GR	**7**	8.4	193	**200**	70.0
Subtotal Marketing	**7**	8.9	194	**202**	70.5
Reserves	**6**	7.0	(1)	**5**	1.6
Total Budget	**$84**	100.0	$203	**$286**	100.0

Budget summarized by function (000's)

	2025-26 Approved	Change	2026-27 Proposed	% Chg	% of Budget
Admin/SSvc	**$3,508**	($336)	**$3,173**	(9.6)	13.9
Gen Rev Svc Chg	**229**	(35)	**194**	(15.2)	0.8
Research	**4,561**	(6)	**4,555**	(0.1)	19.9
Marketing	**14,830**	8	**14,838**	0.1	64.8
Total w/o Reserves	**23,129**	(368)	**22,760**	(1.6)	99.4
Reserves	**1,327**	(1,187)	**140**		0.6
	$24,456	($1,555)	**$22,901**	(6.8)	100.0

Personnel Actions effective May 18, 2026

- Staff recommends approval of the personnel action, as required by Chapter 601.99036, Florida Statutes.

Florida PALM Project Update

- What is PALM?
  - **P**lanning, **A**ccounting, and **L**edger **M**anagement
  - Replaces FLAIR, the state's legacy mainframe accounting system
- Funded with General Revenue
- Current Activities
  - Agency-wide User Acceptance Testing began February 2026
  - Staff are participating in testing remotely beginning this month
  - Project Go-live – January 2027
  - Revenue System Remediation:
    - RFP Process Complete
    - Contract for approval today

IT Staff Augmentation –PALM Project Manager
Marga Technologies (Matthew Christovich)

Business Unit: Administration/Information Technology

Bid Requirement: RFQ under State Contract

DOC Contract – Purchase Order for FY2026-27 to be issued upon approval

Amount: $179,400 FY 2026-27

Funding: General Revenue Category 100781

Term: Upon execution through June 30, 2027

Purpose: Staff Augmentation (Project Manager) for Florida PALM project, replacing FLAIR and remediating agency business systems.

Status: New Purchase Order extending terms

* STAFF RECOMMENDS APPROVAL

IT Staff Augmentation –PALM Business Analyst Marga Technologies (Ryan Marlar)

Business Unit: Administration/Information Technology

Bid Requirement: RFQ under State Contract

DOC Contract – Purchase Order for FY2026-27 to be issued upon approval

Amount: $88,485 FY 2026-27

Funding: General Revenue Category 100781

Term: Upon execution through June 30, 2027

Purpose: Staff Augmentation (Project Manager) for Florida PALM project, replacing FLAIR and remediating agency business systems.

Status: New Purchase Order extending terms

* STAFF RECOMMENDS APPROVAL

New Contract: BI Consulting Services, LLC

Business Unit: Administrative and Support Services
Bid Requirement: RFP 25-03
DOC Contract Number: 25012
Amount: $ 495,600 total
$ 295,600 (development and support services)
$ 200,000 (optional development services)
Funding: 57101015002 (General Revenue)
Term: execution – June 30, 2027
1-year contract with up to 3 renewal years
Status: New Contract

Purpose: Develop and implement a suite of business applications using Microsoft Power Platform technologies. Deliver a secure, modernized system that streamlines internal operations, facilitates regulatory compliance, improves engagement with external citrus fruit dealers, and integrates with FL PALM.

Recommendation: Staff recommends approval

Inspector General Report

May 20, 2026