

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

Meeting Minutes  
Tuesday, May 3, 2022

**Opening:**

The Finance Subcommittee webinar was called to order at 9:00 A.M. on May 3, 2022 by Subcommittee Chair Bob Felts, Jr.

**Subcommittee Members Present:**

Bob Felts, Jr.*	James McFarlane*	John Gless, Sr.*
Dave Tomlinson*	Keith Watkins*	

**Subcommittee Absent:**

Jared Plumlee

**CDFA Staff and Guests:**

Carl Baum*	Anmol Joshi*	ThuyVy Truong*
Paul Figueroa*	Mark McBroom*	Claudia Vasquez*
David Gutierrez*	Alex Muniz*	Jennifer Willems*
Victoria Hornbaker*	Mia Neunzig*	Amelia Wright*
Laura Irons*	Keith Okasaki*	Jason Wu*

\*Participated via webinar

**Opening Comments**

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

**Review 2021-22 Budget and Expenditures**

Jason Wu presented the fiscal year (FY) 2021-22 expenditures. March 2022 closed in the Financial Information System of California (FI\$Cal) and all totals are current through March 2022. March 2022 closed with \$3,638,075 in expenditures bringing the year-to-date total to \$20,098,195. The prior FY year-to-date expenditures totaled \$13,595,561. The large variance between the current FY and the prior FY is due to invoices being processed and actualized much quicker and earlier than prior years by the Financial Services Branch (FSB). Jason mentioned that budget line item 17 is temporarily showing expenditures for Citrus Canker (CC) survey and Citrus Yellow Vein Clearing Virus (CYVCV) survey. Carl Baum added that once their funding sources have been fully established in FI\$Cal, the expenditures will be removed from budget line item 17. Alisha Garcia added that the Citrus Pest and Disease Prevention Division (CPDPD) has been approved for California Department of Food and Agriculture emergency funds; \$234,525 for CC and \$569,252 for CYVCV. Bob Felts, Jr. asked, despite the extra charges from CC and CYVCV, why there was a large increase in expenditures for budget line item 17. Victoria Hornbaker explained that indirect costs and, Pro Rata costs get charged in advance as opposed to a monthly cycle. Keith Watkins requested a year-end projection for the Administrative Budget. Bob asked about the large increase in expenditures for budget line item 10. Keith Okasaki

answered that the increase is due to the amount of county agreement invoices that have been received, approved, and processed.

### **Review 2021-22 Revenue**

Jason presented the FY 2021-22 revenue. For April 2022, CPDPD received \$1,495,694 in revenue bringing the year-to-date revenue total to \$7,192,339. Revenue received converts to approximately 102,747,700 cartons.

### **Other Business**

Keith Watkins asked what the final carry-in amount is from FY 20-21 to the current FY. Bob answered that CPDPD will not know the carry-in number until the Fund Condition Statement (FCS) is released by FSB after June 2022 which is the close of the fiscal year. Carl added that CPDPD should expect the FCS no later than September 2022.

The meeting was adjourned at 9:37 A.M. The next Finance Subcommittee meeting will be held on June 7, 2022, at 9:00 A.M.