

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

Meeting Minutes  
Tuesday, July 5, 2022

**Opening:**

The Finance Subcommittee webinar was called to order at 2:00 P.M. on July 5, 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*	Keith Okasaki*
Alisha Garcia*	Mark McBroom*	Jennifer Willems*
David Gutierrez*	Jana Miscevic*	Amelia Wright*
Victoria Hornbaker*	David Morgan*	Jason Wu*
Laura Irons*	Alex Muniz*	

\*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. May 2022 closed in the Financial Information System of California (FI\$Cal) with \$3,145,638 in expenditures bringing the year-to-date total to \$26,493,129 and a remaining balance of \$18,095,681. The prior FY year-to-date expenditures totaled \$20,435,501. The large variance between the current FY and the prior FY is due to invoices being processed and actualized quicker and earlier than prior years by the Financial Services Branch.

Jason mentioned that budget line item 17 is temporarily showing expenditures for Citrus Canker survey, Citrus Yellow Vein Clearing Virus (CYVCV) survey and vehicle expenses. Alisha Garcia explained that vehicle costs such as rentals, gas and maintenance fees are initially charged to budget line item 17 but will be reallocated after the expenditures are tracked and verified. It is estimated that Citrus Pest & Disease Prevention Division (CPDPD) will end FY 2021-22 with a remaining balance of \$14,210,584 which is due to FY 2021-22 being shortened to 9 months. Bob asked if expenditures could still be charged to FY 2021-22 after it closes. Carl Baum answered that charges incurred by June 30, 2022, will be automatically paid under FY 2021-22 and any expenditures that happen after July 1, 2022, will be charged to FY 2022-23.

Alisha presented a chart showing a one-month budget projection of expenditures for the end of FY 2021-22. CPDPD is projected to end FY 2021-22 with \$30,378,225 in expenditures and a remaining balance of \$14,210,584.

Alisha presented a chart showing CPDPD funding sources. The chart displayed the budget for each fund, and the amount expended for each fund. She noted that funding sources have different timelines, due to sources being based on the state fiscal year and other sources being based on the federal fiscal year. Bob asked why the expended amount of the Emergency Fund (E-Fund) was low. Victoria answered that CPDPD was approved for three separate E-Fund projects, but they are totaled together on the chart. Carl added that some expenditures sitting in the Administration Budget (line item 17) will be moved out into the E-Fund projects. Bob asked if there should be concern that the Federal Fund (FF) is showing low expenditures. Alisha explained that the Citrus Health Response Program agreement ends in September which allows time to bill to the FF. The General Fund has been fully expended for FY 2021-22.

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

Jason presented the FY 2021-22 revenue. For May 2022, CPDPD received \$856,554 in revenue bringing the year-to-date revenue total to \$9,813,769. Revenue received represents 78 percent of the projected revenue. Revenue received converts to approximately 140,196,700 cartons. Bob asked how CPDPD will handle the revenue for the altered FY. Victoria answered that revenue tracking will continue as is until September. Once the National Agricultural Statistics Service reports are in, then CPDPD will project the crops and set the assessment rate accordingly.

Alisha presented a chart comparing projected cartons to actual cartons received broken down by FY. In the prior five FYs, CPDPD has been able to project the number of cartons received with a 2 percent average margin of error.

### **Other Business**

#### **Mt. Rubidoux Biocontrol Rent Charges**

Victoria explained that the new landlord for the Mount Rubidoux biocontrol facility is no longer willing to let CPDPD lease the facility rent free in exchange for CPDPD paying for all maintenance. Once the Department of General Services finalizes the monthly rent, it will be put to a vote at the Full Committee meeting on July 13, 2022.

#### **Sweet Orange Scab Survey**

Victoria explained that the Sweet Orange Scab Survey (SOS) E-Fund ended on June 30, 2022, therefore any future SOS related forward must be paid from the Agriculture Fund or the General Fund. Currently, there is no budget for SOS in FY 2022-23. Victoria will present a proposed budget at a future meeting.

#### **Citrus Yellow Vein Clearing Virus**

Bob asked for an update on CYVCV since it has passed its E-Fund period and CPDPD may have to apply for Federal Funding in future years. David Gutierrez answered that it is still unclear on the extent of CYVCV activity. It is currently limited to the City of Tulare. Jennifer Willems

added that she anticipates continuing surveys in Tulare to determine the extent of the virus. CPDPD will continue to seek federal funding for this project.

**FY 2022-23**

FY 2022-23 started on July 1, 2022.

**Next Meetings**

Bob requested to push back the next two meetings, scheduled August 2<sup>nd</sup> and September 6<sup>th</sup>, from 9:00 A.M to 2:00 P.M.

The meeting was adjourned at 2:39 P.M. The next Finance Subcommittee meeting will be held on August 2, 2022, at 2:00 P.M.