

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

Meeting Minutes  
Tuesday, February 17, 2026

**Opening:**

The Finance Subcommittee webinar was called to order at 9:00 A.M. on February 17, 2026, by Subcommittee Chair Kurt Metheny.

**Subcommittee Members Present:**

Jay Gillette	James McFarlane	Jeff Steen
Mark McBroom	Kurt Metheny	

**Subcommittee Members Absent:**

N/A

**CDFA Staff and Guests:**

Carl Baum	Margaret O'Neill	Keith Watkins
David Gutiérrez	Alisha Rios	Nilan Watmore
Anmol Joshi	ThuyVy Truong	Jennifer Willems
Alex Muñoz	Claudia Vazquez	Jason Wu
Mia Neunzig		

All attendees participated via webinar

**Call to Order, Roll Call, Public Comments**

Chairman, Kurt Metheny, welcomed Subcommittee members, guests and staff participating via webinar.

**GoToWebinar for 2026 Meetings**

The Citrus Pest and Disease Prevention Division (CPDPD) has decided to continue hosting full Committee and Subcommittee meetings via GoToWebinar until further notice. This is due to the limited capabilities and restricted controls from Microsoft Teams. The Information and Technology Services Division (ITSD) is researching options to allow CPDPD access to features and controls in Microsoft Teams that can be utilized for future meetings.

**Review Fiscal Year (FY) 2024-25 Revenue**

Jason Wu presented the 2024-25 revenue. CPDPD received \$326,851 in revenue since the last Finance Subcommittee meeting in November 2025, increasing the Year-To-Date (YTD) total to \$17,454,317, which converts to approximately 193,936,855 cartons. This is the final reported revenue for the 2024-25 crop season.

### **Review Fiscal Year (FY) 2025-26 Revenue**

Jason Wu presented the new budget format for 2025-26 revenue. CPDPD received \$3,822,962 in revenue for the reporting months of October 2025 to December 2025. The new budget format also displays the total revenue received for previous crop years. Subcommittee members agree that the carton projection of 191,299,444 is achievable. Subcommittee members requested to include revenue received in the same time frame for previous crop years for comparison on the display at future meetings.

### **Review FY 2025-26 Expenditures**

Claudia Vazquez presented the displays for the FY 2025-26 approved budget and expenditures. December 2025 closed in the Financial Information System for California (FI\$Cal) with \$2,263,859 in expenditures. The FY 2025-26 YTD total is \$13,575,857 with a remaining balance of \$19,507,898. Jeff Steen asked about the Administrative budget being 62% expended. This is due to the hiring of the new Director position, as the salary was not factored into the budget. The Funding Source slide has been updated to split the federal funding source into the agreements that make up the budget. The federal FY 2025-26 Citrus Health Response Programs (CHRP) agreement was not executed by December 2025 close, but was executed as of February 2, 2026, for \$4.9 million. Keith Watkins asked about the high expenditures of state-wide survey in the Central District Details. Claudia explained that it is due to the seasonality of activities. Staff spend more time on survey activities when there are less detections, and more time with treatment activities when there are more detections.

Claudia presented a funding source summary for the Emergency Fund (E-Fund) for Huanglongbing in Ventura County (HLB-Ventura). The E-Fund expenditures from FY 2024-25 for HLB-Ventura are \$567,635 with a remaining balance of \$868,565. Due to E-Fund billing restrictions, CPDPD does not anticipate fully expending the remaining balance. Claudia added that the E-Fund is expected to expire by June 30<sup>th</sup> and any future HLB Ventura expenses will no longer be paid for by this fund type.

Claudia presented a display of encumbrances per the request from a committee member at the November Full Committee meeting. The encumbrances are categorized by District/Activity similar to the expenditures display, but only refers to contracts, agreements, and purchase orders. Subcommittee members agreed to bring this display to the Full Committee.

### **Fruit Drop in Central Valley**

There were reports of early fruit drop in the Central Valley, that may affect the overall revenue received. Subcommittee members discussed and agreed that there is no significant fruit loss and crops are tracking close to the prior year. The next few months will be more telling regarding the impacts of the fruit drop and crop volume.

### **Lowering Citrus Agriculture Fund Authority**

Claudia explained that the Pro Rata amount that was taken out of the budget at the start of the FY is based on 'fund authority,' which is the amount that a program is allowed to spend out of the Agriculture Fund (Ag Fund). By lowering CPDPD's fund authority, the

amount of Pro Rata that is taken out of the budget each FY will also decrease, starting in FY 2027-28. CPDPD's current fund authority is \$22 million, however, CPDPD does not expect to spend more than \$17 million out of the Ag Fund. If the fund authority is lowered, the unused fund authority will be shared with other CDFA programs to use resulting in a lower Pro Rata for CPDPD. Other CDFA programs are also looking into lowering their own fund authority, so if CPDPD needs to increase the fund authority in the future, CPDPD will have the ability do so as long as there is excess authority available in the department's excess fund pool.

**Recommendation to move to Full Committee:** To decrease CPDPD fund authority from \$22 million to \$17 million.

**First:** Jeff Steen

**Second:** James McFarlane

**Vote:** The recommendation passed unanimously.

### **New Financial Coding System**

Claudia explained that CPDPD has begun transitioning to a new expenditure coding system that tracks expenditures by the funding source. The goal is to decrease the amount of manual reconciling and to provide more current numbers to the Committee. There are certain delays outside of CPDPD's control that will still exist, such as when counties or vendors submit invoices beyond the cutoff dates for final Fi\$Cal monthly reports.

The meeting was adjourned at 9:45 A.M. The next Finance Subcommittee meeting will be held on May 19, 2026, at 9:00 A.M.